

MADISON COUNTY BUILDING DEPARTMENT

134 E Main Street Suite 208 Rexburg Idaho 83440

Phone: (208)359-6262



BUILDING PERMIT APPLICATION

Application No: _____ Date: _____

The review process will require a minimum of ten (10) working days (not including the day the application is submitted) after all required documents have been submitted. All information called for on this form shall be required for a complete application and no incomplete application will begin the review process or turned in.

This form should be used for detached one- and two- family dwellings and associated accessory buildings only. Each Structure on your property requires a separate permit. Madison County Follows the IRC 2018 Code.

Contact Information

Property Owner

Name: _____

Phone: _____ Email: _____

Mailing Address: _____

Contractor

Name/ Contact Name: _____

Phone: _____ Contractor's License Number: _____

Mailing Address: _____

Email Address: _____

Property Information

Parcel Number: _____ Section _____ Township _____ Range _____

Site Address: _____

Subdivision: _____ Lot _____ Block _____

Convent's? Y/N *If yes, please bring a copy of your subdivision convents at time of submittal

Zone: _____ Total Acreage: _____

Area of City Impact? Y/N Are you in a Floodplain? Y/N *if yes, what zone? _____

Proposed use:

Description	New Square Footage	New Bedrooms	New Bathroom
Habitable Living Area			
Basement: <input type="radio"/> Finished <input type="radio"/> Unfinished			
Garage: <input type="radio"/> Attached <input type="radio"/> Detached			
Covered Decks & Porches			
Shops: <input type="radio"/> Closed <input type="radio"/> Open			
Barns, Pole barns, Sheds, Carports			

Building Set Backs- the distance from structure to property line, easements, right of way lines, open surface water. This information should be shown on your side plan as well.

Front: _____ Back: _____

Side: _____ Side: _____

Number of Existing Buildings: Dwellings _____ Accessory Structures _____

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Permit Application Submittal Checklist

The Following Items are required to be submitted to the Building Department with your Building Permit Application. You must have all items below to submit the application. Please note that **the review process will require a minimum of ten (10) working days** (not including the day the application is submitted). Madison County Follows the IRC 2018 Code.

ALL ITEMS WILL NEED TO BE SUBMITTED IN PDF FORM

1. **Septic Permit**- If you are constructing a new dwelling, you must obtain a Septic Permit from Eastern Idaho Public Health Department prior to Building Permit approval. If you are remodeling an existing home and adding in a bathroom or a bedroom, or If you are wanting to hook up to an existing system, you must obtain permission from Eastern Idaho Public Health Department.
2. **Recorded Warranty Deed**- This information can be obtained from the Clerks' Office. If the applicant is different from the legal property owner, then the property owner and the applicant will have to get a "Affidavit of Legal Interest" document notarized. This document can be found at the Building Department.
3. **Site Plan** – Showing: setbacks, well, septic, property line, driveways, etc. (see example attached).
4. **Copy of the Building Contractors State Registration.**
5. **Plans** – One electronic copy (PDF format) must be drawn to scale of no smaller than 1/8" = 1'. See Design Standard checklist to make sure you have everything needed.
 - a. Cross Sections
 - b. Elevations
 - c. Full Foundation drawing
 - d. Window & door schedule
 - e. Include Engineered Truss Design
 - f. Include Engineered Floor Layout Design
 - g. **ANY OPEN SPACE OVER 900 SQ. FT. WILL REQUIRE ENGINEERED PLANS**
See Table R602.10.13 for any questions.
6. **Flood Plain**- check to see if you are in a flood plain, if you are a Preliminary Elevation Certificate is required to be submitted before you receive your building permit. A Final Elevation Certificate must also be submitted before a Certificate of Occupancy will be Issued.
7. **Driveway Access Permit** – Can be obtained from the Madison County Road & Bridge office.
8. **Covenants**- if located in a subdivision with covenants.
9. **Energy Analysis** Res-Check you can run an energy analysis by downloading a free copy of the program at www.energycodes.gov OR Prescriptive Path found at the end of this form
10. **Permit Fee Deposit**- Accessory structures will be required to pay a non-refundable review fee of 10 % upon submittal of application. Non-accessory structures will be required to pay a non-refundable deposit of \$500 that will be applied to permit fee, if approved and permitted.
11. **Other reviews of Permits that might be required:**
 - a. Administrative Permit, Acc. dwelling unit – If you are trying to build two residents on one property, you will have to acquire a condition Use Permit though the Madison County Planning and Zoning
 - b. Fire Department Review- if major slopes are found on property, the Madison County Fire Marshal may review your site plan and application to verify that the department access requirements are met.
 - c. Wetlands – If designated wetlands are located on or adjacent to the property, the site of the proposed structure of the access roadway, you must contact the Army Corp of Engineers for the required permits and submit documentation from the Army Corp with this application. See Madison County Planning and Zoning Department.
 - d. Bridges- if there are any bridges proposed for the site, you must contact the Madison County Road and Bridge Department, and the Army Corp of Engineers for their required permits. You must submit your approved bridge permit with this application. Floodplain and/or Wetland permits may be required for a proposed bridge as well. See above.



Applicant’s signature, certification and authorization pages

The following applies to every project. Read each and ***initial*** acknowledgement.

_____ You must post the permit number and address to be clearly seen from the road. If not posted there will be no inspection.

_____ You must provide a port-a-potty or access to sanitation facilities on all job sites.

_____ You must provide a dumpster on all jobsites. No burning is allowed without a permit from the Madison County Fire District.

_____ Your building project does not violate any covenants, and understand that Madison County is not Liable for any building project that violates said covenants.

Under penalty of perjury, I hereby certify that I have read this application and state that the information herein is correct and I swear that any information which may hereafter be given by me in hearing before the Madison County Building Department shall be truthful and correct. I agree to comply with all County regulations and State laws relating to the subject matter of this application and hereby authorize any representative of Madison County to enter upon the above-mentioned property for inspection purposes at any point. NOTE: The building official may revoke a permit on approval issued under the provisions of the 2018 International Codes in case of any false statements or misrepresentation of fact in the application on which the permit or approval was based.

Owner Signature Date

Contractor Signature Date

Building Department Date



Please Read Carefully

I understand that the occupation of the new structure in whole or in part, without the appropriate final inspections or the building official written approval may make my contractor and myself subject to a shared fine that is equivalent to the total building permit fee. The Certificate of Occupancy will not be issued, until the full payment of this fine has been paid in full. Please see International 2018 Residence Code R110.1, R113.2, R113.4.

Non-approved items

- Small Kitchen Appliances
- Any furniture including mattress
- Bed or Bathroom Linens
- Washing and Drying Machines
- vehicle or boats parked in Garage

Approved Items

- Tools for building Process
- Material
- Large Appliance (Stove, Fridge, etc.)
- Plumbing and Electrical Fixtures

Owner Signature _____ Date _____

Contractor Signature _____ Date _____



Site Plan Requirements

All site plans **are required** to include the following information, in detail, if applicable. Drawing should fill the page:

- | | |
|---|--|
| <input type="checkbox"/> Property lines | <input type="checkbox"/> Waterways (canals and rivers) |
| <input type="checkbox"/> Well | <input type="checkbox"/> Roads |
| <input type="checkbox"/> Septic & Drain field | <input type="checkbox"/> Setbacks from the proposed structure to property lines, well, septic & drain field, waterways, roads and existing structures. |
| <input type="checkbox"/> Existing structures | <input type="checkbox"/> Size of parcel |
| <input type="checkbox"/> Proposed structure | <input type="checkbox"/> North Arrow |
| <input type="checkbox"/> Driveway | |

Setback Requirements

Agricultural (AG) Zone

Front - 30/60FT

Side - 10 FT

Back - 25FT

Trans-Agricultural (TRANS)

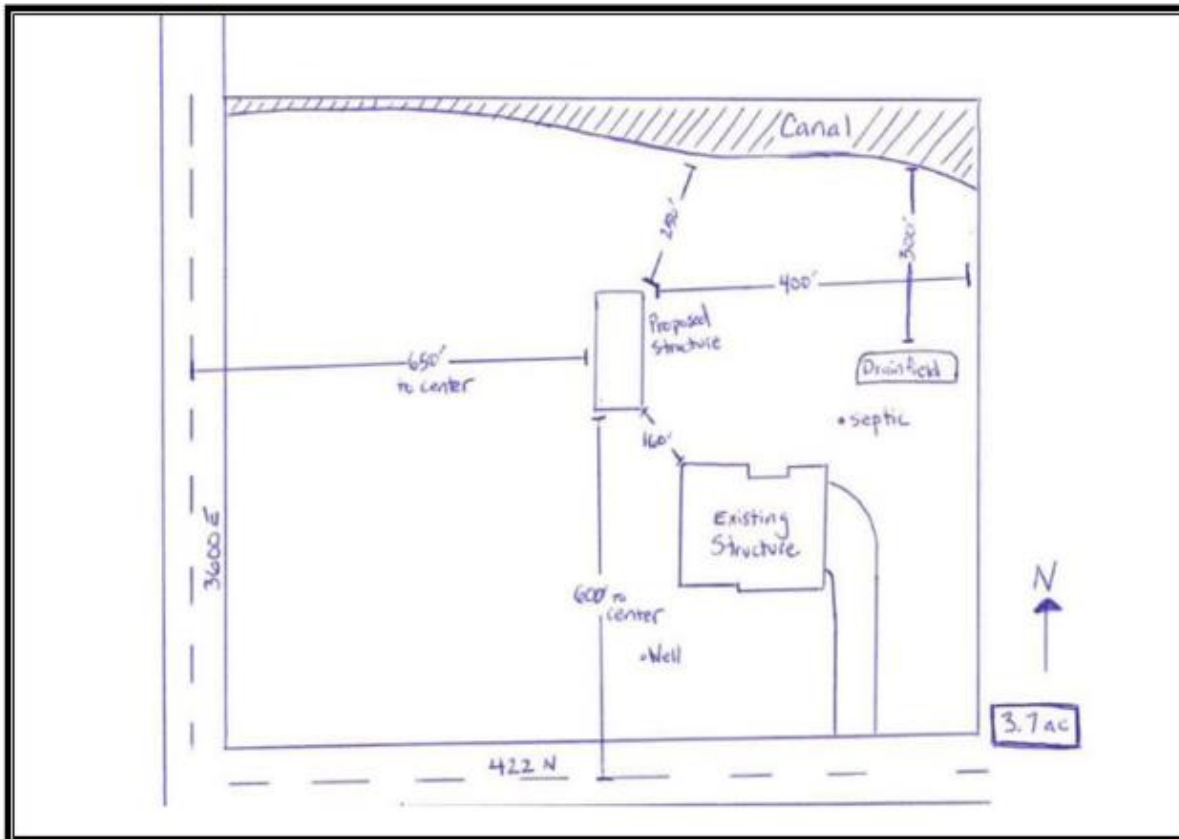
Front - 30/60 FT

Side - 10 FT

Back - 25 FT

Sec117-63(t)- 200ft setback from 5ft above high-water mark of flow of water ways.

Example



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Madison County Building Department Prescriptive Path

Owner/ Contractor :	Permit Number:
Site Address:	Checked by:

Madison County is a Zone 6B Climate

The prescriptive insulation values and U-factors are shown below:

Insulation (R402.2) Prescriptive Standard is Minimum R-Value			
Building Components	Prescriptive Standard	Proposed/Actual Value	Notes
Attic	R49		Ceilings with or without Attic Spaces
Wood Frame Walls	R22 OR R13+5		R22 of interior cavity or R13 for interior cavity plus R5 insulated sheathing
Floors over Unconditioned Space	R30		Floor insulation shall maintain permanent contact with subfloor decking
Basement Walls	R15 OR R19		R15 Continuous insulation on the interior or exterior, or R19 or interior wall cavity
Slab-on-Grade Floors	R10		Insulation Depth shall be the depth of the footing or 4ft whichever is less
Crawl Space Walls	R15 OR R19		R15 Continuous insulation on the interior or exterior, or R19 or interior wall cavity
Fenestrations (R402.3) Prescriptive Standard is Maximum U-Factors			
Fenestration Layout	U-0.30		An area weighted average may be used to satisfy the U-factor requirements but must include all windows, Skylights, glass doors and opaque doors. Please provide documentation if this is used.
Skylights	U-0.55		

*R30 ceilings insulation may be used under certain conditions as per N1 102.2.2

I will be following the Prescriptive Insulation Path for Climate Zone 6 at my site location.

Owner/ Contractor Signature

Date

134 E Main Street Suit 208 Rexubrg, ID 83440

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Email: Building@co.madions.id.us