

INSTRUCTIONS FOR SUBMITTING BUILDING PERMITS:

1. Print pdf documents and fill out permit application and plot plan. Please read instructions.
2. Do not write in shaded areas.
3. Print name, sign name and date application at the bottom on the permit and plot plan.
4. Submit application along with necessary documentation in person at the City of Bonners Ferry, 7232 Main St., Bonners Ferry; OR, mail application and necessary documentation to City of Bonners Ferry, P O Box 149, Bonners Ferry, Idaho, 83805.
- 5. Faxed applications will not be accepted.**
6. Your permit application and documentation will be reviewed by the City Administrator. Once it is approved and signed off by the City Administrator, the permit application and documentation are submitted to the City of Bonners Ferry building inspectors at James A Sewell & Associates, 1205 Hwy 2, Suite 101, Sandpoint, Idaho, 83864.
7. If Sewell has questions when performing plan review, the person who signed the permit application will be contacted.
8. Once plan review is completed, the permit application and plan review are returned to the City of Bonners Ferry. The city clerk will contact the person who signed the permit application, or the responsible party, and inform them of fees due for permit issuance.

CITY OF BONNERS FERRY
County of Boundary
BUILDING PERMIT APPLICATION PROCEDURES

STEP #1

PLANNING AND ZONING REQUIREMENTS:

1. A Warranty Deed may be required upon review.
2. Compliance with (a) Zoning (b) Subdivision (c) Floodplain regulations.
3. Complete the plot plan as directed on the form provided. Show all setbacks from structure to property lines. The city and building officials are not responsible for verifying setbacks and/or property lines; this is the responsibility of the property owner.
4. Commercial and Industrial projects require a stormwater management plan.
5. Commercial and Industrial projects must have site plan approval.

STEP #2

BEFORE THE APPLICATION IS ACCEPTED, THE FOLLOWING APPROVALS MAY BE REQUIRED:

1. ITD, EPA, DEQ, Fire Department, City, etc.
2. Access permits may be required for access to the public right-of-way.
3. Encroachment permits are required if excavating in the public right-of-way.

STEP #3

BUILDING AND SAFETY REQUIREMENTS:

1. You will need the above required forms when you turn in your application.
2. Make sure all non-shaded areas on the application are complete.
3. Provide clear directions to the building site.
4. After reading the notice at the bottom of the page, please print & sign your name and date the application.
5. **TWO (2)** complete sets of construction plans drawn to-scale showing the following information:
 - Elevations of all sides of the structure.
 - Floor plans of all floor levels, showing location of smoke detectors, size & location of windows & doors.
 - Footing and Foundation details (**show sizes and rebar schedules**).
 - Complete framing details showing all structural components (**header and beam sizes, window schedules, insulation & R-Values are required on all plans**).
 - Typical cross-section of the structure showing elevations of the interior.
 - Roof details/truss specifications – (**indicate size, spacing and direction of rafters, or provide engineered or manufactured truss specifications**).
 - Dimensions must be clearly indicated on the plans.
 - Plans for **Commercial, Industrial, Public**, and all **Pole Buildings** must be stamped by an **Idaho Licensed Engineer**.
 - **NOTE:** One set of the approved plans will be stamped by our department, and **MUST remain on the job site at all times.**
6. Your application will be reviewed for compliance with Local, State, and Federal codes. (Corrections may need to be completed prior to final approval).
7. A Development Permit will be required if your parcel of land is located in a Floodplain and/or Floodway. (For structures located in a Floodway, an Idaho licensed architect or engineer must design the foundation design).
8. **Return completed application and required approvals and information to the City of Bonners Ferry.**

******INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED******

STEP #4

STATE REQUIREMENTS:

1. State and Electrical, Plumbing and Mechanical Permits are required. For more information contact the State Division of Building & Safety, 1221 Ironwood Drive, Suite 101, Coeur d'Alene, ID 83814, (208) 769-1579.

Phone (208) 267-3105
Phone (208) 263-4160

City of Bonners Ferry, 7232 Main St., Bonners Ferry, Id. 83805
James A Sewell & Associates, LLC, 1205 Hwy 2, #101,
Sandpoint, ID 83864

Fax (208) 267-4375
Fax (208) 263-5229

11-2-4: SCHEDULE OF BUILDING HEIGHT AND LOT AREA REGULATIONS:

Zoning District	Maximum Height	Front Yard Setbacks	Rear Yard Setbacks	Interior/ Side Yard Setbacks	Corner Lot Yard Setbacks	Minimum Lot Area	Minimum Lot Width
AA	35 ft.	20 ft.	10 ft.	10 ft.	20 ft.	5,000 sq. ft.	50 ft.
A	35 ft.	20 ft.	10 ft.	10 ft.	20 ft.	5,000 sq. ft.	50 ft.
B	35 ft.	20 ft.	10 ft.	10 ft.	20 ft.	5,000 sq. ft.	50 ft.
C	35 ft.	Note B	Note B	Note B	Note B	5,000 sq. ft.	50 ft.
I	35 ft.	Note B	Note B	Note B	Note B	5,000 sq. ft.	50 ft.
M	35 ft.	20 ft.	10 ft.	10 ft.	20 ft.	5,000 sq. ft.	50 ft.
Notes	C,I,J	A,D,E,G,F	F	F	A,D,E,G,F	F	F,H

Notes/conditions:

All measurements are from the closest building line to the property line.

A. In addition to the setbacks listed in the official heights and area regulations table, the front and corner lot setbacks must also be a minimum of 50 feet from the street centerline.

B. As per the adopted building code regulations for exterior wall location to property line.

C. The stricter of the stated maximum height or the currently adopted building code.

D. Additional 5 feet per story setback for apartments, condominiums or other residential multi-story structures.

E. Front yard setback may be less than 20 feet, provided, that in each block in which 50 percent or more of the lots on the same side of the street have been built upon in conformity with a fairly even and determinable front building line of less than 20 feet from the property line, all buildings thereafter erected, established or rebuilt may be in conformity with said front building

line as shown by 50 percent of the buildings erected on any such lots. In determining whether or not a front building line has been determined or established, the fair intent and purpose shall be considered and minor irregularities ignored and where any dispute arises in the determining of any such front building line, a determination shall be made by the city council.

F.Exception to schedule of building height and lot area regulations: Manufactured or mobile home parks shall meet the yard setbacks in the district in which the manufactured/mobile home park will be or is located. The minimum lot size and width shall be as indicated in the manufactured/mobile home park chapter.

G.Federal highway setback; no building shall be placed or erected within a distance of 60 feet each side of the centerline of the street variously known as U.S. Highway 95, U.S. Highway 2 and South Main Street.

H.The minimum lot width is the distance measured from property line to property line where the front building line of the structure will be placed. The minimum distance on the front property line along the curve on a cul-de-sac is 40 feet.

I.Building height is measured from the highest point accessible to fire personnel.

J.Building heights may exceed these values upon special approval from the city council after consideration of fire safety.

(Ord. 504, 1-8-2008)

RESIDENTIAL FOUNDATION REQUIREMENTS

1. FOOTINGS

- A. Frost Depth – **bottom** of footing – minimum of **24 inches below grade**.
- B. Minimum size -
 - 1 Story = 6"x12"
 - 2 Story = 6"x15"
 - 3 Story = 6"x23"
- C. Bearing – Fill soils that support footings & foundations shall be designed & tested in accordance with accepted engineering practice.

2. FOUNDATION STEM WALLS

- A. Minimum thickness – see table below:

Table R404.1.1(1)

Plain Concrete and Plain Masonry Foundation Walls

Maximum Wall Height (feet)	Maximum Unbalanced Backfill Height (feet)	Plain Concrete Minimum Nominal Wall Thickness (inches)	Plain Masonry(a) Minimum Nominal Wall Thickness (inches)
		Soil Classes(b)	
		GM, GC, SM, SM-SC & ML	GM, GC, SM, SM-SC & ML
5	4	6	6 solid(d) or 8
	5	6	8
6	4	6	6 solid(d) or 8
	5	6	8
	6	8g	10
7	4	6	8
	5	6	10
	6	8	12
	7	8	10 solid(d)
8	4	6	6 solid(d) or 8
	5	6	10
	6	8	12
	7	10	12 solid(d)
	8	10	12 solid(d)
9	4	6	6 solid(d) or 8
	5	8g	10
	6	8	12
	7	10	12 solid(d)
	8	10	Footnote (e)
	9	12	Footnote (e)

For SI: 1 inch = 25.4 mm, 1 foot = 304.8 mm, 1 pound per square inch = 6.895 Pa.

- a. Mortar shall be Type M or S and masonry shall be laid in running bond. UngROUTED hollow masonry units are permitted except where otherwise indicated.
- b. Soil classes are in accordance with the United Soil Classification System. Refer to Table R405.1.
- c. Unbalanced backfill height is the difference in height of the exterior and interior finish ground levels. Where an interior concrete slab is provided, the unbalanced backfill height shall be measured from the exterior finish ground level to the top of the interior concrete slab.
- d. Solid grouted hollow units or solid masonry units.
- e. Wall construction shall be in accordance with Table R404.1.1(2) or a design shall be provided.

- B. Foundation plates must be pressure-treated wood, foundation-grade redwood or heartwood.
- C. Under-floor clearance must be a minimum of 18” from earth to joist and 12” to girders.
- D. Anchor Bolts – ½” Diameter & Extend a minimum of 7” into concrete. J-Bolts spaced a maximum of 6 feet o.c. and less than 12 inches from all ends & breaks in the sill, minimum two (2) per sill plate.

3. GARAGE SLABS

- A. 3 ½” Minimum Thickness

4. CONCRETE

- A. Minimum strength-
Concrete **not exposed** to weather = **2500psi.**
Concrete **exposed** to weather = **3000 psi.**
Porches, exterior slabs, steps and garage floor slabs = **3500 psi.**
- B. All concrete exposed to weather must be 5% to 7% air entrained.

5. MISCELLANEOUS INFORMATION

- A. New Electric Service
 - i. City of Bonners Ferry – 267-3105
- B. Water & Sewer Service
 - i. City of Bonners Ferry – 267 3105

CITY OF BONNERS FERRY
County of Boundary

INFORMATION REQUIRED ON PLANS FOR A BUILDING PERMIT

SUBMIT 2 (TWO) sets of plans drawn to scale and of sufficient clarity to indicate the location, nature and extent of the work proposed.

Plans shall show the following:

PLOT PLAN: Show property line boundaries, building to be constructed, and setbacks from building to all property lines. Show road access to the building as well as any standing water or waterways. Show all existing buildings. Indicate **North** direction on plan.

FLOOR PLAN: Fully dimensioned floor plan showing all bearing and non-bearing partitions at all floor levels, size of headers, square footage of proposed structure, room sizes, size and location of all doors, and windows, plumbing fixtures, heating and cooling equipment, smoke alarms, stairs, decks, covered porches, patios, etc.

ELEVATIONS: Show all sides of proposed structure including windows, doors, roof pitch and type of roofing, finished grade around building, decks, and exterior stairs.

FOUNDATION PLAN: Show sizes of footings, foundation wall, location and size of reinforcing steel, slabs on-grade and type of soil.

FLOOR FRAMING PLAN: Show size, direction and spacing of floor joists at all levels of structure including stairwell openings, bearing beams in floor system, thickness and type of floor sheathing. Show all manufactured members with their size and series number from the manufacturer.

ROOF PLAN: Show size, direction and spacing of all roof framing members. If using trusses, submit a truss framing plan. **Engineering is required for all roof trusses.** Also indicate thickness and type of roof sheathing.

CROSS-SECTION: Typical building cross-section should show a complete section through the building showing all basic framing details from the top of the roof assembly to the foundation. Also, include interior elevations showing any and all interior bearing points.

(STATE LAW REQUIRES COMMERCIAL, INDUSTRIAL AND PUBLIC BUILDINGS TO BE WET-STAMPED BY AN IDAHO LICENSED ARCHITECT OR ENGINEER).

VALUATION OF PROPOSED PROJECT

**For other than new construction, i.e., remodels, signs,
change of use, roof over modular homes and additions.**

Applicant Name: _____

Project: _____

Applicant Telephone No.: _____

To Whom It May Concern:

The project valuation for the proposed project listed above is \$ _____.
(For value of actual work being done.)

Sincerely,

Applicant Signature

Date

CITY OF BONNERS FERRY
County of Boundary

RESIDENTIAL ROOF LOADS:

SNOW LOAD: For all areas of the **City of Bonners Ferry** the **minimum** snow load shall be **50psf**. It is recommended that the Calculation of Snow Load be determined by the Snow Study of the University of Idaho.

DEAD LOAD: Is the vertical load due to the weight of all permanent structural and nonstructural components of a building; such as walls, floors, roofs and fixed service equipment. The **typical** dead load for dwellings is **12 psf**.

WIND LOAD: Shall be based on basic wind speed of **90 mph**.

EARTHQUAKE LOAD: Shall be based on **Seismic Zone C** of the International Residential Code.

COMMERCIAL ROOF LOADS:

SNOW LOAD: To be determined in accordance with Section 1608 of the International Building Code.

Design Criteria:

* Ground Snow Load	94
* Wind Speed	90 – 3 Sec gust (76 MPH fastest mile)
* Seismic Design Category	C
* Weathering	Severe
* Frost Line Depth	24-inches below finished grade
* Termite	None to slight
* Decay	None
* Winter Design Temperature	-10° Fahrenheit

DEAD LOAD: Is the vertical load due to the weight of all permanent structural and nonstructural components of a building; such as walls, floors, roofs and fixed service equipment.

WIND LOAD: Shall be based on basic wind speed of **90 mph**.

EARTHQUAKE LOAD: Shall be based on **Seismic Zone C** of the International Building Code.

BUILDING PERMIT AND SIGN APPLICATION

JAMES A. SEWELL & ASSOCIATES, LLC, BUILDING INSPECTORS FOR:

CITY OF _____, IDAHO

LEGAL DESCRIPTION: Section _____, Township _____, Range _____, SITE ACREAGE: _____				BUILDING PERMIT #:		
Site Address _____ <small>(Number) (Road Name)</small>						
OWNER / LEASOR						
OWNER MAIL ADDRESS		OWNER PHONE				
LEASEE		MAIL ADDRESS		PHONE		
CONTRACTOR		MAIL ADDRESS		PHONE		
				LICENSE #		
CLASS OF WORK (Check one):		New []	Addition []	Remodel []	Change of Use []	Sign []
Describe Work / Use:						
Heating:			Utility Company:			
Directions to Site:						
SHADED AREA FOR OFFICE USE ONLY:						
<i>Type of Const.</i>		<i>Occup. Group:</i>	<i>Division:</i>	<i># of Units:</i>		FEES
# of		Max Occupancy	Fire Sprinklers Req? Yes [] No []			Permit Fee:
Stories:		Load				Plan Check Fee:
SQUARE FOOTAGE:		1st FLOOR SQ. FT.	2nd FLOOR SQ. FT.	BASEMENT SQ. FT.		Special Fees:
GARAGE SQ. FT.		OTHER - SQ. FT.	SQUARE FOOT TOTAL:			City Fees:
CONDITIONS:						Stormwater/Erosion Fees:
						TOTAL:
						VALUATION OF WORK:
						Parcel #:
						Zone District:
NOTICE: SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, MECHANICAL AND PLUMBING. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IN NOT COMMENCED WITHIN 180 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED UNLESS PRIOR APPROVAL OF BUILDING DEPARTMENT. HOWEVER, A PERMIT IS VALID AS LONG AS WORK IS CONTINUED.						Floodplain Zone:
						Development Permit #:
I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OF LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCES OF CONSTRUCTION.						APPROVALS
Name of Owner or Authorized Agent _____ (Date)				AGENCY:		BY: / DATE:
Signature of Owner or Authorized Agent _____ (Date)				City Approval:		
				Sewage Disposal Permit #:		
				ITD:		
				DEQ:		
				Fire District:		
Application Accepted By: / Date:		Plans Checked By: / Date:	Approved to Issue By: / Date:	Issued Date:		Other (Specify):

