

Franklin County Building Permit Information and Process

Building Inspector

Randy Henrie

208-221-6149

1. A Building Permit must be obtained before beginning construction.
2. Permit application can be obtained at the Building Inspectors office or by going online to franklincountyidaho.org
3. Failure to obtain a Building Permit prior to construction will result in a fine double the amount of the Permit fee.
4. All structures exceeding 200 square feet must have a Permit.
5. Eligible building Lot. All land in the county is zoned agriculture and must be changed to become a building lot. Research the history of your property back to June 1993 to see if the parcel has been split or broken off another parcel. If it has contact the Planning and Zoning Administrator Randy Henrie to see what the process would be to get it changed into a building lot. If you are already in an approved subdivision a copy of you deed will be required.
6. For a Residential Permit the following is required:
 - a. A Septic Permit is required before you can obtain a building permit. Septic Permits are available at the Southeastern Health Department located at 42 West 1st South.
 - b. A Copy of your Deed.
 - c. Building plans (see attached) PDF emailed to plans@fcidaho.us
 - d. Signature Checklist (see attached)
 - e. Building Permit Application.
All forms can be submitted to the building inspectors office or emailed to plans@fcidaho.us
7. The building Inspector will review plans and assess an amount for your permit based on the value of your home. Building Permit fee is 1% of the assessed value. You will be notified when you permit is ready.

Franklin County

Building Permit Checklist

Applicant's Name: _____ Permit Address _____

Fire Department _____ (Matt Gleed 852-3111)

Comments _____

School District _____ (Preston 852-1392)
_____ (Westside 747-3411)

Comments _____

Road Department _____ (County 852-0610)
_____ (State 852-1712)

Comments _____

Post Office _____ (Val Porter 852-0263)

Comments _____

Plan Submittal List

Email a PDF of your plans to plans@fcidaho.us

1. Site Plan:

Drawn to scale showing the shape of the lot and set back dimensions from all sides of the structure. Also driveway and any other structures.

2. Foundation Plan:

Drawn to ¼" scale showing all dimensions, footing size, wall size, and all interior footings and piers. Also identifying whether it is a basement, crawl space, or slab-on-grade. Show vent and knock out locations.

3. Floor Plans:

Drawn to ¼" Scale showing all dimensions, each room Labeled, all windows and door locations and size, ceiling height, all plumbing and appliance location, Attic and crawlspace access, cabinet location, decks and patios, and bearing wall identified. The more info the better.

4. Slice Plan:

Drawn to scale showing dimensions and identifying footing, foundation, rebar location, final grade, plate, floor joist, floor, wall assembly, wall coverings, wall heights, insulation location and R values, trusses, roof coverings and underlayment, and roof pitch.

5. Elevation Plans:

Drawn to scale showing all four side of the home. Also showing all exterior finishes, roof pitch, and window elevations.

6. Electrical Plan:

Drawn to scale showing all lighting, switches, outlets, and meter locations. Also inter-connected smoke and carbon monoxide detectors.

7. Roof Plan: If roof is hand built design plans required.

Franklin County
Inspection Process

221-6149
Building Inspector

The permit holder must notify the Building Inspector when work is ready to be inspected. Call the Building Inspector between 9 am and 5 pm Monday - Friday at 221-6149 for an appointment giving a 24 - hour notice.

Required Inspections

1. **Footing / Setback Inspection**
 - A. Excavation to proper depth (30" below final grade)
 - B. Excavation must be a minimum of 80' from the center of the County road or 50' from the fence, whichever is furthest.
 - C. Rebar must be in place in the footing forms, tied and lifted off the ground (approximately 3") Also, insure the UFER electrical ground is in place.
 - D. There must be no frost in the ground.
 - E. Set rebar dowels 24" on center after concrete is poured.
 2. **Foundation Inspection**
 - A. Forms in place, rebar in position both horizontal and vertical (24" o.c.) Any blockouts in place.
 - B. Cold joints must be doweled.
 3. **Framing / Mechanical Inspection**
 - A. Sheathing inspection (before the house-wrap is applied)
 - B. To be made after the roof, all framing, fire blocking and bracing are in place, windows in place (before insulation).
 - C. Rough electrical, plumbing are in place and inspected.
 - D. Rough mechanical (ducts, flues, appliances, etc.) are in place.
 4. **Sheetrock Inspection**
 - A. After sheetrock is installed before taping.
 5. **Final Inspection**
 - A. Prior to moving in with finish grade and building completed.
 - B. Final electrical, plumbing, mechanical finals completed.
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FRANKLIN COUNTY, IDAHO

BUILDING PERMIT APPLICATION

Applicant Name _____

Email _____ Date _____

Property Owner's Name _____

Property Owner's Address _____

Property Owner's Phone _____ Cell _____

Construction Address _____

Contractor's Name _____ License # _____

Department Use

Permit Fee _____

Date Paid _____

Check No. _____

Clerk Signature

BLDG	AREA	VALUE
Main		
Upper		
BSMT		
Crawl		
GARAGE		
PATIO		
Total		

Type of Construction

- | | | |
|---|----------------------------------|------------------------------|
| ☐ House | ☐ Apartment | ☐ Garage |
| ☐ Manufactured Home | ☐ Commercial | ☐ Other |
| ☐ Addition | ☐ Move | |
| ☐ Remodel | ☐ Shed | |

Comments

Financial

Estimated Cost _____ Lender _____

Plot Plan

PLANS CHECKED

APPROVED _____

Building Official Signature

----- Street -----

I hereby acknowledge that I have read this application and state that the information is correct and agree to comply with all County Ordinances and building codes applicable to this work.

Signature _____ Date _____

INSPECTION – 24 HOUR NOTICE

CALL

1-208-221-6149

BEFORE PROCEEDING

NOTE: WORK MUST COMMENCE WITHIN 180 DAYS. •PERMIT EXPIRES IN ONE YEAR.