

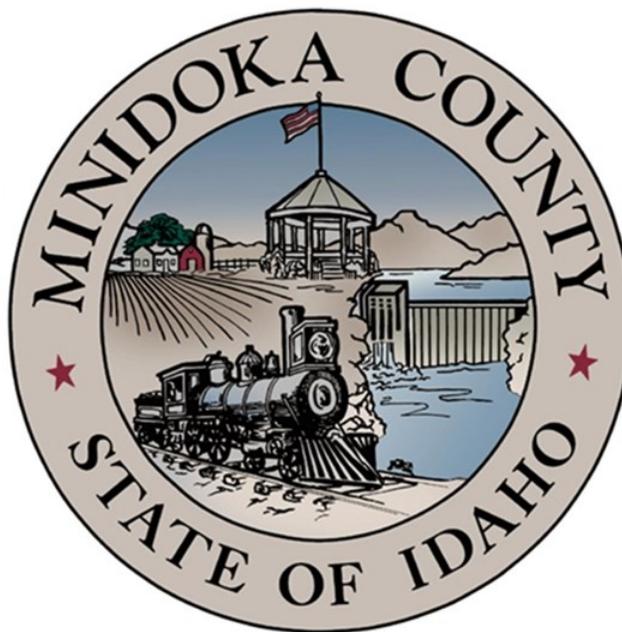
**Minidoka County Building Department**  
**Roof & Siding PERMIT PACKET**

715 G. Street, RUPERT, ID 83350

Phone: 208-436-7183 Fax: 208-436-1580

Email: [Building@minidokacounty.id.gov](mailto:Building@minidokacounty.id.gov)

Website: [Minidoka.id.us](http://Minidoka.id.us)



# Roof & Siding Permit Guide

This guide outlines the requirements for obtaining a Building Permit for signs within Minidoka County.

In order to ensure that your application is processed in a timely manner, please provide a **complete application and submittals**. For application and submittal requirements, see the attached application and general information sheet.

## Building Department

Rick Nay – Building Official/Zoning Administrator—Rnay@minidokacounty.id.gov

Kortnie Kent – Building Inspector—Kkent@minidokacounty.id.gov

## CURRENT CODES:

2018 International Building Code (IBC)

2018 International Residential Code (IRC)

## Design Criteria

**Risk Category:** Defined in IBC Table 1604.5

### COMMERCIAL

Snow Load	Wind Speed (mph)					Frost Depth	Seismic - Site Class D			
20 lbs (4800)	Risk Category	I	II	III	IV	24"	Risk Category	I & II	III	IV
	95	100	105	110	C		C	D		

### RESIDENTIAL

GROUND  SNOW LOAD	WIND DESIGN				SEISMIC DESIGN CATERGORY	SUBJECT TO DAMAGE FROM			WINTER DESIGN TEMP	ICE BARRIER UNDERLAYMENT REQUIRED	FLOOD HAZARD	AIR FREEZ- ING INDEX	MEAN ANNUAL TEMP
	SPEED	TOPOGRAPHIC EFFECTS	SPECIAL WIND REGION	WIND- BORNE DEBRIS ZONE		WEATHERING	FROST LINE DEPTH	TERMITE					
20 lbs (4800)	90 MPH	NO	NO	NO	B	SEVERE	24"	SLIGHT/ MODERATE	5 F	NO	1977 FIRM 160201B	1261	48.1 F

### OTHER ENTITIES:

Idaho Division of Building Safety - (800) 955-3044

Electrical/Plumbing Permits

South Central Health District – (208) 678-8221

Minidoka Highway District – (208) 436-6112

Minidoka Irrigation District – (208) 436-3188

A&B Irrigation District – (208) 436-3152

### FIRE DEPARTMENTS:

City of Rupert : (208) 436-9600

West End : (208) 438-4511

MCFPD: (208) 679-8250

### CITY ZONING:

City of Paul:

Paul Aston - (208) 312-4602

City of Rupert:

City of Acequia:

Matt Darrington - (208) 260-5280

City of Minidoka:

### CITIES:

City of Paul : (208) 438-4101

City of Rupert : (208) 436-9600

City of Acequia: (208) 436-6775

City of Minidoka: (208) 531-4101

# **Permit Guide**

This guide outlines the requirements for obtaining a building permit for Roof and Siding permits within Minidoka County.

In order to ensure that your application is processed in a timely manner, your **plans and application must be complete**. For application and submittal requirements, see the attached General Information sheet and checklist.

## **Plan Review Schedule & Submittal Guidelines**

**Estimated Turnaround times-** Plan Review turnaround times are subject to change without notice. Our turnaround time goals are 3-5 business days, but may fluctuate based on plans being incomplete and/or incorrect, the size and scope of project, and quantity of work load.

## **Permit Application**

- Permit applications must be filled out in their entirety. Missing or incomplete information will cause delays in the processing of the permit application.
- New Construction project permit applications must be accompanied by a legal description of the property.
- Plan submittals must be accompanied by all applicable documents.

## **Project Valuation**

Project Value is used to calculate fees for the building permit. Project Value is the total value of the construction work for which the permit is issued, **including overhead and profit** as well as finish work, painting, roofing, electrical, plumbing, heating/air conditioning, elevators, fire extinguishing systems, other permanent equipment, and owner supplied items. Project value excludes land.

## **NOTE:**

**R907.3 – Recovering versus replacement.** New roof coverings shall not be installed without first removing all existing layers of roof covering where any of the following conditions exist:

1. Where the existing roof or roof covering is water-soaked or has deteriorated to the point that the existing roof or roof covering is not adequate as a base for additional roofing.
2. Where the existing roof covering is wood shake, slate, clay, cement or asbestos-cement tile.
3. Where the existing roof has two or more applications of any type of roof covering.

**If existing roof or roof covering is to be removed, an inspection of the existing substrate will be required before applying a new roof or roof covering.**

**Property Owner**

Name	City/State	Phone
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Address	Email
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**Property Detail**

Parcel ID <input type="checkbox"/> Verified	Lot/Block/Subdivision
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Approximate Site Address	Fire District	Lot Size
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**Applicant /Contractor**

Name	Address
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Company	Phone
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License#	Expiration	Email
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**Project Details**

Please Check One: ◇ RESIDENTIAL ◇ COMMERCIAL	Check All That Apply: ◇ Overlay # of Existing Layers _____	ROOFING- SQUARES:  SIDING- LINEAR FT:	PROJECT VALUATION:
	◇ Tear-off		

Building Use Description / Type of Occupancy:

Scope of Work Description:

Existing Material	New Material	Has Any work been Started?
		Zoning District: (circle one)  RL RM RH AL AM AH CL CG IL IH

**PERMIT AGREEMENT**

THIS PERMIT CAN BECOME NULL AND VOID IF WORK OR CONSTRUCTION IS 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 HAS COMMENCED.

**111.1 Use and occupancy.**

A building or structure shall not be used or occupied, and a change in the existing use or occupancy classification of a building or structure or portion thereof shall not be made, until the *building official* has issued a certificate of occupancy therefor as provided herein. Issuance of a certificate of occupancy shall not be construed as an approval of a violation of the provisions of this code or of other ordinances of the jurisdiction.

**111.4 Revocation.**

The *building official* is authorized to, in writing, suspend or revoke a certificate of occupancy or completion issued under the provisions of this code wherever the certificate is issued in error, or on the basis of incorrect information supplied, or where it is determined that the building or structure or portion thereof is in violation of any ordinance or regulation or any of the provisions of this code.

*I hereby apply for a permit to do the work stated above. I understand that any variance from the permit will require an amendment to the permit or require a new permit application. I hereby certify that a final inspection will be obtained by the Minidoka County Building Department prior to use or occupancy of the structure. Additionally I hereby authorize agents of the County to enter this subject property for the purpose of determining compliance with applicable county regulations and shall fully cooperate with agents in such compliance audits.*

I certify that the application and scope of work provided are accurate.

Applicant / Authorized Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Received By: \_\_\_\_\_ Date: \_\_\_\_\_