

CITY OF WINCHESTER

PERMIT APPLICATION

All spaces to be filled in where applicable.

Project Location:

Address: _____

Applicant Name: _____

Property Owner: _____

Property Owner Mailing Address: _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email: _____

Project Type:

☐ Commercial/Multi-Family Residential ☐ Residential (1 & 2 Family)

Nature of Work:

☐ New ☐ Addition ☐ Remodel

Number of Stories _____ Number of Bedrooms _____ Number of Baths _____

Existing Use of Building: _____

Building Height: _____ Heating Source: ☐ Propane ☐ oil ☐ electric

Basement ☐ Yes ☐ No

Number of Dwelling Units _____ Type of Construction _____

Sq. Ft. of New finished space: _____

Sq. Ft. of New Unfinished space: _____

Sq. Ft. of Decks/Porches _____ Decks/Porches Covered ☐ Yes ☐ No

CITY OF WINCHESTER

Phone 208-924-5358

White Copy—City

Yellow Copy—Bldg Inspector

Pink Copy—Applicant

PERMIT APPLICATION NO. _____

Project Valuation \$ _____ Permit fee \$ _____

ALL CONTRACTORS MUST BE LISTED ON APPLICATION

| Trade | Contractor business name | Registration # |
|------------|-----------------------------|----------------|
| Building | | |
| Electrical | | |
| Plumbing | | |
| Mechanical | | |

PROVIDE A DETAILED DESCRIPTION OF THE PROPOSED PROJECT

NOTE: *This is not a Permit for Construction.*

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 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 or local law or ordinance regulating construction or the performance of construction.

Printed Name: _____

Signature of Owner/Contractor/Authorized Agent

Date

Reviews:

City Maint: _____ City Clerk: _____

Bldg. Insp.: _____

Fax 208-924-5711

Residential

Building permit fees

| Item | Fee |
|--------------------------|---|
| \$1 to \$500 | \$23.00 |
| \$501 to \$2,000 | \$23.50 for the first \$500 plus \$3.05 for each additional \$100, or fraction thereof, to and including \$2,000 |
| \$2,001 to \$25,000 | ✓ \$69.25 for the first \$2,000 plus \$14 for each additional \$1,000, or fraction thereof, to and including \$25,000 |
| \$25,001 to \$50,000 | \$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, to and including \$50,000 |
| \$50,001 to \$100,000 | \$643.75 for the first \$50,000 plus \$7 for each additional \$1,000, or fraction thereof, to and including \$100,000 |
| \$100,001 to \$500,000 | \$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000 |
| \$500,001 to \$1,000,000 | \$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000 |
| \$1,000,001 and up | \$5,608.75 for the first \$1,000,000 plus \$3.65 for each additional \$1,000, or fraction thereof |

Building permits are non refundable

Plan check fees: 65% of permit fee

Permits for Electricity and Plumbing must be obtained from the State of Idaho

All extra inspections required. Fee to be established by contracted Building Inspector.

Bldg Inspector: Kile Allen

208-790-0021

CITY OF WINCHESTER

SITE PLAN CHECKLIST

A site plan is a detailed drawing of a parcel of land and improvements. Before a building permit can be issued or zoning actions processed, a site plan must be submitted for review, along with the building plans, and must be accurate and show all information needed to review the project.

A complete site plan includes all existing features of the site and all proposed construction.

All site plans must show adjacent streets and property lines.

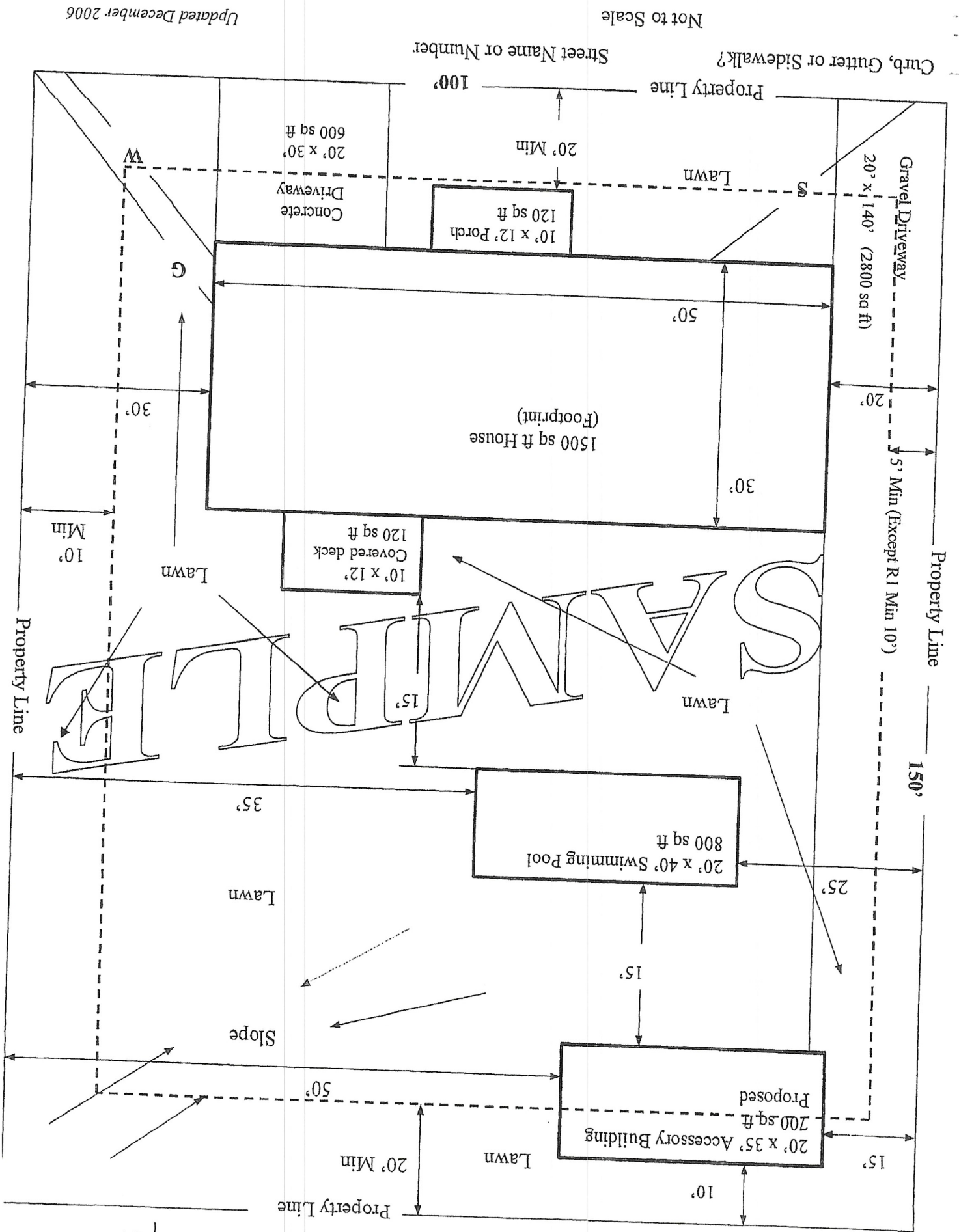
THE OWNER IS RESPONSIBLE FOR DETERMINING THE ACCURATE LOCATION OF PROPERTY LINES. Site plans must have a date, owner's name and address of the property. In addition the plan must show significant natural features of the site, such as trees or drainage ways.

ALL SITE PLANS MUST INCLUDE THE FOLLOWING:

- ☐ Date, scale, north arrow, zone, owner and street address.
- ☐ Property lines (labeled) and dimensions. THE OWNER IS RESPONSIBLE FOR DETERMINING THE ACCURATE LOCATION OF PROPERTY LINES. PLEASE CONSULT A SURVEYOR OR ENGINEER IF YOU HAVE DOUBTS ABOUT THEIR CORRECT LOCATION.
- ☐ Adjacent streets with names and right of way width
- ☐ Dimensions of sidewalk width and curb cuts, existing and proposed
- ☐ Location, use, and dimensions of existing and proposed structures
- ☐ Driveway dimensions and type of material (gravel, asphalt, concrete)
- ☐ Location of electric, water, sewer and gas lines.
- ☐ Dimensions of private and public easements and their use OWNER IS RESPONSIBLE FOR ACCURATE LOCATION OF EASEMENTS.
- ☐ Natural drainage draws, ditches, mature trees or other natural features to be preserved.
- ☐ Building setbacks from property lines.
- ☐ Fence location and height
- ☐ Distance between buildings
- ☐ Layout of required parking
- ☐ Location, dimensions and material of retaining walls, if applicable
- ☐ ALL IMPERVIOUS SURFACES, including driveways, sidewalks, patios, dog runs, graveled areas with dimensions, etc. Also include natural areas i.e. grass, field, pasture, landscape.

If you have any questions, please call City Hall at (208) 924-5358 and we can answer your questions prior to submittal of the plan and application.

Name
Address



Idaho Contractors Board

Board of Occupational Licenses

700 West State St

PO Box 83720

Boise, Idaho 83720-0063

Phone: (208) 334-3233

Fax: (208) 334-3945

E-mail: con@ibol.idaho.gov

Website: www.ibol.idaho.gov



For complaint information
please visit our website
www.ibol.idaho.gov



Don't be a victim

*Pictures are a great way to document the actions
of the contractor.*

STATE OF IDAHO
BUREAU OF OCCUPATIONAL LICENSES
700 West State Street, PO Box 83720
BOISE, ID 83720-0063

For complaint
information go to our
website

*Consumers
Guide to
HIRING a
Contractor*



www.ibol.idaho.gov

STATE OF IDAHO BOARD OF CONTRACTORS



The Idaho Bureau of Occupational Licenses aids the Idaho Board of Contractors in fulfilling their mandate of "providing for the protection of the health, safety, and welfare of Idaho's general public."

**YOU CAN CHECK TO SEE IF A
CONTRACTOR IS REGISTERED WITH THE
STATE OF IDAHO AND HAS HAD ANY
DISCIPLINARY ACTION BY THE STATE
BOARD OF CONTRACTORS!**

**GET THE CONTRACTOR'S REGISTRY
NUMBER AND CHECK THE NUMBER
ALONG WITH ANY DISCIPLINARY
ACTION ON THE IBOL WEBSITE AT**

www.ibol.idaho.gov OR CALL

[\(208\) 334-3233.](tel:2083343233)

The Idaho Bureau of Occupational Licenses or "IBOL", provides administrative, investigative, legal & fiscal services to many of Idaho's regulatory Boards & Commissions. All complaints against contractors are processed through IBOL's investigative unit. IBOL receives and investigates complaints, provides for legal and professional reviews, makes recommendations to the boards for complaint disposition, and provides for the prosecution of regulatory law violations.

GET BACK TO BASICS

**CONSUMERS SHOULD
KNOW THAT HIRING UN-
REGISTERED CONTRACTORS
MAY EXPOSE YOU TO
ADDITIONAL RISK!**



BEFORE YOU HIRE A CONTRACTOR

- ◆ Take your time before you make any decisions about hiring a contractor.
- ◆ Always check references.
- ◆ Hire only registered contractors. Anyone performing home improvements in excess of \$2000 must be Registered with the Idaho State Board of Contractors.



KNOW ABOUT CONTRACTS

- Get the contract in writing, do not sign anything until you have read and understand the terms. Stay away from verbal agreements.
- Be specific in the contract. Describe the work to be done, the materials to be used, the total costs, and the start and completion dates.
- Negotiate the payment schedule in the contract—and follow it. Do not pay cash. Pay by check and get itemized receipts.
- If you have questions regarding the contract, seek the advice of an attorney.

Contractors Must Provide Disclosures

Idaho law requires general contractors to provide certain disclosures to property owners and customers.

Initial Disclosure

General contractors must provide a disclosure statement, prior to entering into a contract in excess of \$2,000 to construct, alter or repair residential real property, or for the purchase and sale of newly constructed property. The contractor must also provide an acknowledgment of receipt to be executed by homeowner or purchaser, retain proof of receipt and provide a copy to the homeowner or purchaser. The statement must include the following disclosures:

1. The customer has the right, at their reasonable expense, to require the general contractor to obtain lien waivers from any subcontractors providing services or materials.
2. The customer has the right to receive proof that the general contractor has general liability insurance, including completed operations and workers' compensation insurance for employees.
3. The customer must be informed of the opportunity to purchase an extended policy of title insurance covering unfilled or unrecorded liens.
4. The customer has the right to require, at their expense, a surety bond in an amount up to the value of the construction project.

Disclosure Upon Completion

A general contractor must provide an additional disclosure statement, within a reasonable time either: before receipt of final payment from the customer for construction, alteration, or repair of any property, or before closing on a purchase and sales agreement with a prospective purchaser. The following requirements apply:

1. The general contractor must sign the disclosure statement.
2. The disclosure statement must list the business names, addresses and telephone numbers of all subcontractors, materialmen and rental equipment providers who have a direct contractual relationship with the general contractor and who supplied materials or performed work on the residential property of a value in excess of \$500.
3. Subcontractors, materialmen and rental equipment providers listed in the disclosure statement are authorized to disclose balances owed to the homeowner or purchaser and their agents.
4. The general contractor is not liable for any error, inaccuracy or omission of any information delivered pursuant to Idaho Code § 45-525(3) if the error, inaccuracy or omission was not within the general contractor's personal knowledge.

Pursuant to Idaho Law, failure to provide the required disclosures constitutes an unlawful and deceptive act or practice in trade or commerce under the Idaho Consumer Protection Act. The Contractors Board may discipline a registered contractor for a violation of the Idaho Consumer Protection Act.

Please consult your personal attorney with any questions about the required disclosures.