# *Valley County Building Department*

700 S Main Street
PO Box 1350
Cascade, Idaho 83611
Phone: 208-382-7114
building@valleycountyid.gov

*Building Official* Annette Derrick
*Building Inspector* Tony Boyd
*Building Inspector* Matt Larrondo
*Building Technician* Marsha de Lannee
*Building Permit Technician* Nikki Lemon

# Permit Application Information and Instructions

*Revised 9/21/2026*

Any questions regarding this information may be answered by calling the Building Department at 208-382-7114. Office hours are 8:00 a.m. to 5:00 p.m. Monday through Friday. Please leave a detailed message after hours or on the weekends. Inspectors are available between 8:00 a.m. and 10:00 a.m. to assist the public. The rest of the day is ruled by the daily inspection schedule. Please remember to give at least 24 hours' notice when scheduling your inspections. We strive to have someone in the office at all times to answer any building questions and help with the application process.

Valley County's jurisdiction for building matters does not include the cities of Cascade, Donnelly, McCall, or the City of McCall's Area of Impact.

Valley County is currently working out of the 2018 International Residential Code, 2018 International Energy Conservation Code, and the 2018 International Building Code. These were adopted as of January 1, 2021. Please check with the Building Department for all local ordinances relating to construction.

FAA Form 7460-1 may be required before we can issue your building permit. Please visit the FAA website at https://oeaaa.faa.gov/oeaaa/oe3a/main/#/noticePrescreen to see if your building site is exempt or if you must file. It is recommended to check at least 45 days or more prior to submittal of your building permit application. Please note Form 7460-1 could take up to 6 months or more to be approved by the FAA.

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## Application Directions

The following are step-by-step instructions for filling out a building permit application.

- **Fill out numbered spaces only (Numbers 1-17)**

- **Property Information (Numbers 1-5)** You can find this information on your property tax paperwork or by calling the Valley County Assessor's Office or Planning & Zoning Office

- **Owner/Contractor (Numbers 6-10)** Write in your complete name, address and phone number. If the contractor is filling out the application, he/she **must provide the owner information including complete mailing address and phone number. All permits are filed under the owner's name. If there is no contractor, architect, or designer, then please leave these areas blank. A contractor registration number is required before construction begins.**

- **Manufactured Home Installers (Number 11)** An installer licensed by the State of Idaho **or** the homeowner may place a manufactured home. The installers' name, address and license number must be included on the completed application. The Vehicle Identification Number (VIN) for the home must also be provided.

- **Project (Numbers 12-13)** Please describe your project as completely as possible, for example:

  * New single-family residence (24' x 40') with loft (20' x 24') & attached garage (24' x 24'), 3 bedrooms
  * Detached 12' x 18' storage shed
  * 26' x 66', 3 bedroom, 1999 MH on foundation

- **Change of Use (Number 14)** Leave this blank unless you are changing the occupancy of the property from residential to commercial, agricultural to residential, etc.

- **FAA requirement (Number 15):** Latitude, Longitude, Site Elevation, Structure Height are required to determine if you must file for 7460-1 with the FAA

- **Valuation (Number 16)** This amount is figured as valuation of the structure when completed, not as the cost to build. Please see page 7 for information on how we arrive at specific values. Land is not included.

- **Signature (Number 17)** Be sure to sign your application. ***The owner must sign***, even if a contractor or an Authorized Agent prepares and signs the application. No building permits will be issued without the owner's signature as of November 7, 2022. Permits are issued under the property owners' name. Applications for wood stove inserts and zero clearance wood fireplaces are the only exception.

## Submittal of the Application

**Please submit the following:**

- A Completed Application
- Site Plan Drawing, 2 Copies
- Construction Plan Drawings, 2 Copies* Size: 24 x 36" or 18 x 24" only
- Engineering Calculations with Idaho Stamp, 2 Copies*
  As of July 15, 2019, all plans MUST include structural calculations*
- Res Check ******
- Homeowners Association or Architectural Review Committee Approval, 1 Copy ***
- CDHD or North Lake Septic Permit, 1 Copy**
- Site Plan Showing Outdoor Lighting****
- Completed Road Department Permit for New Driveway*****
- FAA approval of form 7460-1, if required to file
- Wood-Stove Insert Application, if applicable

***All construction plans shall be stamped by an Idaho licensed engineer or architect and must include structural calculations stamped by an Idaho licensed engineer.**

**** As per Valley County Ordinance # 6-1-9 a building used for human habitation requires evidence of approval of the sanitary sewer system**

*****Only required when active in your subdivision. Letter, fax, stamped plans, or signature of appropriate person may receive approval. This is done as a courtesy by the Building Dept.**

******As per Valley County Ordinance # 05-02 "Outdoor Lighting Ordinance." All applications for building permits shall include lighting plans showing location, type, and height in order to verify that lighting conforms to the provisions of the ordinance.**

*******Must be obtained for all new driveways off public roads before building permit is issued. Call Valley County Road Department @ 208-382-7195 for information (not required for access to privately maintained roads).**

******** Res Check simplifies residential energy code compliance by automating the trade-off calculations. Only required if plans do not reference the 2018 IECC or IRC table for climate zone 6.**

If you do not have your septic permit yet, please apply for your building permit anyway. We can start the process and issue your building permit once the septic permit is issued. An approved septic permit is required for new residences, bedroom additions to existing residences, manufactured and modular homes, any new structure with plumbing, etc. Accessory use permits may also be required. Call Central District Health at 208-634-7194 or Northlake Recreational Sewer & Water District at 208-325-8958 (depending on your location) for information.

Permits are required by the State of Idaho for all plumbing, electrical and HVAC (heating, ventilation, and air conditioning) installations and the State provides these inspections. Fees for these permits are separate from Valley County building permit and plan review fees. The county does not provide applications for these permits. Exception: Valley County, not the State, will review and inspect wood-stove inserts. A separate application must be filled out for this permit.

Please be sure your application is legible. If you scan it and send it via email, be sure it is a clean scan and not a photo of your application. Photos of applications will not be accepted. Please allow approximately up to 20 working days for your application to be processed. We process each application received in a timely manner. Fees are due at the time the permit is issued.

## Issuance of Building Permit

We will call you as soon as your permit is ready to be issued. You may either pick it up at our office or arrange to have it mailed to you. The Building Department accepts only check or credit card for payment. You will be given a red permit card to be posted at your job site, a job copy of your plans to remain on site, an inspection pamphlet, and a receipt. You are required to post your house numbers and red card prior to starting construction.

**INSPECTIONS REQUIRED:**

- Soils/Excavation
- Footing/Hole
- Foundation
- Roof and Wall Sheathing
- Frame
- Wood-stove Insert
- Insulation*
- Final

**Please remember to give at least 24 hour notice when scheduling your inspections.**

**Please check with us about any additional inspections before construction.**

*Insulation installers shall provide a certification listing the type, manufacturer and R-value of insulation installed in each element of the building thermal envelope. Sec. N1101.14 2018 IRC

**PLUMBING, ELECTRICAL AND HVAC INSPECTIONS:**
Plumbing, electrical and HVAC inspections require a permit from the Idaho Division of Professional Licenses whether a licensed installer or the homeowner does the work. If a licensed contractor does the work they will pull the necessary permits. If the homeowner plans to do any of the work the homeowner must obtain the necessary permits. **Electrical**, **HVAC and plumbing permits** may be obtained online through the Idaho Department of Professional Licenses at dopl.idaho.gov or by calling 208-334-3233. **Exception**: **wood-stove inserts will be inspected and permitted by Valley County**. All commercial installations must be performed by a licensed contractor.

| | | |
|---|---|---|
| Electrical Inspector | Kyle Grove | (208) 449-2178 |
| Plumbing Inspector | JP Simon | (208) 514-6753 |
| HVAC Inspector | Nick Vancura | (208) 271-6883 |

# GENERAL PLAN REQUIREMENTS

## PLANS, IN GENERAL, MUST CONTAIN THE FOLLOWING INFORMATION:

- Fully dimensioned foundation/basement plan drawing, cross section drawing, and fully dimensioned floor plan drawing which include:
  - Window and door sizes and locations (fixed and operable)
  - Room occupancy identification
  - Smoke detector/carbon monoxide alarm locations
  - Mechanical installation's location (indicate type). **All habitable rooms shall be provided with heating facilities capable of maintaining a room temperature of 68° F (20°C) at a point 3 feet (914 mm) above the floor.**

- Framing detail cross-section drawing which includes:
  - Framing detail cross-section drawing which includes:
  - Roof/ceiling (Sizing, spacing, and location of all rafters, beams, columns, joist, etc.)
  - Floors (Sizing, spacing and location of joists and their supports)
  - Walls (Sizing and spacing for all wall members)
  - Roof sheathing, wall siding, and sub-flooring
  - Fireplace sections, stair sections, structural connections, truss design, etc.
  - Detail of fire stopping at penetrations when present.
  - Specifications for materials including grade, species, size, allowable stresses, etc.

- Roof plan overview drawing.

- Elevation plan drawings with all views and their adjacent grades.

- The designer or owner must certify that the plans are designed in compliance with 2018 International Residential Code, 2018 International Building Code, 2018 International Energy Conservation Code, and Valley County Ordinances. Certification may be in the form of a stamp by an Idaho licensed design professional. Engineering with calculations stamped by an Idaho licensed engineer shall be included.

- Remodels/additions require the same information.

**DESIGN LOADS:**

| | |
|---|---|
| Roof Snow Load | 120 psf or 150 psf or 60 psf * (site specific, non- reducible) McCall is 150 psf |
| Wind | 115 mph minimum, determined by exposure, Category C |
| Seismic | Design Category D |
| Climate Zone | 6 |
| Frost Depth | 24" |

*West Mountain area from Blackhawk (North) to, and including, Smith Ferry (South) is 150 lbs per square foot roof snow load. Most other areas of Valley County are 120 lbs per square foot roof snow load. Please call with any questions as to the snow loading requirements at your site before engineering is begun. Or see our website for the roof snow load look up map at co.valley.id.us

All plans must be legible, drawn to scale, and contain the required information.

Please submit 2 copies of the plans. We will return one of them as the approved job copy.

We will only accept plans in the following sizes: 18 x 24" or 24 x 36".

If you need assistance with your plans, contact a qualified engineer, architect, or designer. The Building Department is not allowed to design structures.

**DEMOLITION/REMOVAL:** Permits to demolish or remove any structure, including mobile homes, are required. The fee is $25.00. All that is needed is a completed application. This permit will allow the value of the structure to be removed from your tax assessment.

**VIOLATIONS:** A completed application, construction plans, and site plan are required even though the structure may be complete or several years old. Please follow the directions as if you were applying for the permit prior to building the structure. A fee and fine will be assessed.

**REPAIRS / ALTERATIONS:** If you are planning a change to an existing structure, it is best to speak with the Building Official before applying. The Building Official will determine the extent of any required plan drawings and may arrange to inspect the structure prior to issuing the building permit.

**UTILITY BUILDING/SHED PERMITS:**
Please contact Planning and Zoning at (208) 382-7115 for more information.

**AGRICULTURAL BUILDING PERMIT** Please contact Planning and Zoning for more information.

**PLACEMENT FEE:**
Any Structure greater than 3' in height requires a placement fee. Please contact Planning and Zoning for more information.

**MANUFACTURED HOMES:**
**For NEW manufactured and mobile homes built after 1976 please submit the following:**

- Foundation plan drawings and cross-section drawings, either full perimeter concrete, all-weather wood or block foundation, are required, including marriage line detail for double and triple-wide and blocking and tie down criteria.
- Foundation and standard set plans complying with current Idaho Manufactured Home Installation Standards.
- Stairway and landing detail drawings drawn to current adopted codes. Complete construction plans and an additional fee are required for added decks, entries, snow roofs, etc.
- Elevation drawing for each side of the home
- Floor plan drawings with room occupancy identification. Also provide roof snow loading.

Both the manufactured home and foundation must be placed by an installer licensed in the state of Idaho or by the homeowner. Vehicle Identification Number is required upon request. Installation of the home must comply with the Idaho Manufactured Home Installation Standard. This information may be obtained online at the DOPL website at www.dopl.idaho.gov or by calling 208-332-8986 or toll free at 1- 800-955-3044.

**For pre-1976 mobile homes a certificate from the Idaho Division of Building Safety is required prior to the issuance of a building permit.** Contact the Division of Occupational and Professional Licenses, Manufactured Housing at 1090 E. Water Tower St., Meridian, Idaho 83642 or call the above numbers for information. We also have this available in our office.

**Note: Snow Load Requirement:** Valley County has different snow load requirements as per location. Please call the Building Department for the snow load requirements for your area. **Valley County Building Department requires that a manufactured home be purchased with a live snow load design rating required for the specific area it is to be placed. All used mobile homes placed in Valley County must meet snow loading requirements or have a snow roof built to current county code and county design requirements.**

**Other structures related to the manufactured home** such as a snow roof/cover, deck, entry, etc., require a separate permit. Snow roofs for manufactured homes must be free standing and not rely on the manufactured home for support or structural stability. Porches, decks, entries, additions, etc. may or may not be allowed to be attached to a manufactured home depending on the snow load of the structure. These additions shall be designed and constructed in accordance with provisions of the 2018 International Codes.

**MODULAR HOMES:** Two complete sets of construction plans must be submitted for modular homes even though they are pre-manufactured; this includes foundation plans. Modular homes are required to meet the 120 or 150 pound per square foot live snow load, depending on the location. You can call Valley County Building Department to determine the correct snow load requirement. Also submit two copies of a fully dimensioned site plan (see page 10) and a completed application. **"Modular building" means any building or building component, other than a manufactured or mobile home, which is of closed construction and is either entirely or substantially prefabricated or assembled at a place other than the building site. (Idaho Statute 39-4301 (7))**

**TINY HOMES:** A dwelling that is 400 or less sq. ft., excluding lofts. Footings and foundations required. Must be stick built at building site. See brochure on pages 11 & 12.

**MOVED STRUCTURES:** Relocated structures may require an inspection from Valley County prior to submitting an application for a permit. Please call and discuss this with the Building Official at 208-382-7114 and the following state inspectors: Plumbing and HVAC, 208-469-0411, and Electrical, 208-863-0231.**Plans must include a foundation plan drawing, a cross-section drawing and a floor plan drawing with room occupancy identification.** All relocated structures placed on new foundations must conform to 2018 International Building Code and 2018 International Residential Code.

**COMMERCIAL OR COMMUNITY TYPE STRUCTURES:** An approved Conditional Use Permit from Valley County Planning and Zoning Department may be required. **Plans must be stamped by an Idaho licensed architect or engineer** to certify that the plans are designed in compliance with 2018 International Codes and Valley County Ordinances.

**ACCESS PERMITS - IDAHO TRANSPORTATION DEPT:** Required ***only*** if you are creating a new driveway approach or changing the use or width of an existing approach off State Highway 55. Contact Idaho Transportation Department, 3311 W. State Street A, P.O. Box 7129, Boise, Idaho 83707-1129, or call at 208-334-8000.

**EXPIRATION OF PERMITS:** Please contact our office for more information.

**CASCADE, DONNELLY and MCCALL FIRE DEPARTMENTS** must sign off on all propane tanks placed in their districts. This inspection must be performed and accepted by them before the Building Department can sign off on a final inspection and/or issue a certificate of occupancy. Contact your installer to schedule the Fire Department inspection.

**FLOOD DAMAGE PREVENTION ORDINANCE:** Valley County has adopted a Flood Damage Prevention Ordinance and has Flood Insurance Rate Maps that show the identified flood prone areas of Valley County. The Flood Plain Administrator will review each application and a decision will be made on the location of the proposed site. The Valley County Land Use and Development Ordinance also regulates construction in flood prone areas. Contact the Planning and Zoning Administrator, Cynda Herrick for more information at 208-382-7115.

**BMPs:** Valley County has adopted a new ordinance for Best Management Practices to prevent dirt and other sediments from leaving the construction site and permanently stabilize site after construction. See attached checklist for important information. BMPs must be inspected before excavation can begin if in Riparian area.

**SOLAR PANEL PERMITS:** When the solar panels are to be mounted on an existing structure, please contact the Valley County Building Dept for a permit. Solar panels not on a primary structure require a Conditional Use Permit. Please contact the Valley County Planning and Zoning Department at (208) 382-7115 to apply for the C.U.P.

## COPY/PRINT FEES:

**Can include hourly fee if excessive time is needed**

| | |
|---|---|
| 8-1/2 x 11 | $0.15 |
| 11 x 17 | $0.20 |
| 18 x 24 | $2.50 for 1 sheet, $2.35 for multiple |
| 24 x 36 | $4.00 for 1 sheet, $3.70 for multiple |

## FEES AND VALUATIONS:

| TOTAL VALUATION | FEE |
|---|---|
| $1.00 to $500.00 | $24.00 |
| $501.00 to $2,000.00 | $24.00 for the first $500.00 plus $3.00 for each additional $100.00, or fraction thereof, to and including $2,000.00 |
| $2,001.00 to $40,000.00 | $69.00 for the first $2,000.00 plus $11.00 for each additional $1000.00, or fraction thereof, to and including $40,000.00 |
| $40,001.00 to $100,000.00 | $487.00 for the first $40,000.00 plus $9.00 for each additional $1000.00, or fraction thereof, to and including $100,000.00 |
| $100,001.00 to $500,000.00 | $1027.00 for the first $100,000.00 plus $7.00 for each additional $1000.00, or fraction thereof, to and including $500,000.00 |
| $500,001.00 to $1,000,000.00 | $3827.00 for the first $500,000.00 plus $5.00 for each additional $1000.00, or fraction thereof, to and including $1,000,000.00 |
| $1,000,001.00 to $5,000,000.00 | $6,327.00 for the first $1,000,000.00 plus $3.00 for each additional $1000.00, or fraction thereof, to and including $5,000,000.00 |
| $5,000,001.00 and up | $18,327.00 for the first $5,000,000.00 plus $1.00 for each additional $1,000.00, or fraction thereof |

## OTHER PERMIT FEES

- Electronic Application Submittal Fee $50 + copy/print fee (see Copy/Print fee table)
- Manufactured homes on blocks - set fee of $150.00.
- Manufactured homes on full perimeter concrete or all-weather wood foundation - $150.00 set fee plus charge for foundation.
- Permanent perimeter foundation - $5/foot
- Set fees above are for single-wide, add $50 per additional section
- Plan review fees are added to all permits.
- Wood-Stove Insert application fee - $65
- Copies of plans – depending on size
- Electrical, plumbing and HVAC fees will be accessed by the State of Idaho.
- Administrative Fee $50
- Engineer Fees: as billed by Valley County Engineer – 105% of cost
- Solar Panel on Existing Buildings - $200
- Development Impact Fee (see page 9)

**How the Valley County Building Department Determines the Valuation of a Building Permit**

This Department uses class and the square footage of a structure to figure the construction valuation. The following dollar figures per square foot are used:

| Type of Structure | Class 5 | Class 6 | Class 7 | Class 8 |
|---|---|---|---|---|
| Residential (first and second floor) | 60.00 | 84.00 | 102.00 | 204.00 |
| Garage (attached) | 26.40 | 31.20 | 42.00 | 72.00 |
| Garage (detached) | 32.40 | 37.20 | 48.00 | 78.00 |
| Basement (finished) | 30.00 | 36.00 | 48.00 | 52.80 |
| Pole Structure | 12.60 | 12.60 | 12.60 | 12.60 |
| Roof Structure (snow roof, covered deck, carport, open hay shed, etc.) | 10.50 | 10.50 | 10.50 | 10.50 |
| Open Deck (no roof) | 7.68 | 7.68 | 7.68 | 7.68 |
| Concrete Only (as in permanent foundation under manufactured home) | 5.00 | 5.00 | 5.00 | 5.00 |

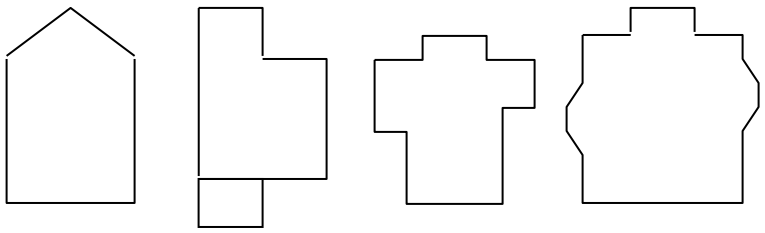
For Example: On an application for a Class 5 New Residential Structure (2,000 square feet) with an attached garage (800 square feet), with covered decks, (400 square feet) and a finished basement (700 square feet) the following calculations are used.

| | | |
|---|---|---|
| New Residential | 2,000 sq. ft. x $60.00 = | $ 120,000 |
| Garage - Attached | 800 sq. ft. x $26.40 = | $ 21,120 |
| Covered Decks | 400 sq. ft. x $10.50 = | $ 4,200 |
| Finished Basement | 700 sq. ft. x $30.00 = | $ 21,000 |
| | Total Value | $ 166,320 |

**The fee for this permit would be $1496.00**
**+ 35% plan review fee $523.60 = $2019.60**

| Class 5 | Class 6 | Class 7 | Class 8 |
|---|---|---|---|
| 4 to 5 sides | 6 to 8 sides | 9 to 15 sides | 16 + sides |

NOTE: These pictures are residence only, no garage included.



DEVELOPMENT IMPACT FEES

Building permit applications for new residential units and new non-residential units (commercial) will be subject to added fees if they are within Valley County's jurisdiction and one of the three fire districts: Donnelly Fire District, McCall Fire District, and Cascade Fire District.

The fees are collected by the County and sent to the Fire Districts. Any questions regarding the new impact fee, or the Capital Improvements Plans should be directed to the Fire Department's Impact Fee Administrator.

Below is a chart of what the fee is for each district and who to contact with questions. The Valley County Building Department staff will not be able to assist with any questions or concerns. We simply collect the fee together with your building permit fee. Nonpayment of the impact fee will result in a delay in the issuance of the building permit.

## Fire District Impact Fee Chart

**Cascade Fire District:**

| Cascade Rural Fire Protection District Development Impact Fees | New 2026 Fee |
|---|---|
| Impact Fee – New Residential (per unit) | $1,876 per unit |
| Impact Fee – New Non-Residential (per square foot) | $0.75 per square foot |

Fire Department Impact Fee Administrator:
Pam DeChambeau, pam@cascaderuralfire.com, phone: (208) 382-3200

**Donnelly Fire District:**

| Donnelly Rural Fire Protection District Development Impact Fees | New 2026 Fee |
|---|---|
| Impact Fee – New Residential (per unit) | $1,290 per unit |
| Impact Fee – New Non-Residential (per square foot) | $0.52 per square foot |

Fire Department Impact Fee Administrator:
Juan Bonilla, juan.bonilla@donnellyfire.net, phone: (208) 325-8619

**McCall Fire District:**

| McCall Rural Fire Protection District Development Impact Fees | New 2026 Fee |
|---|---|
| Impact Fee – New Residential (per unit) | $1,165 per unit |
| Impact Fee – New Non-Residential (per square foot) | $0.47 per square foot |

Fire Department Impact Fee Administrator:
Amanda Keaveny, admin@mcallfire.com, phone: (208) 634-7070

# SITE PLAN REQUIREMENTS

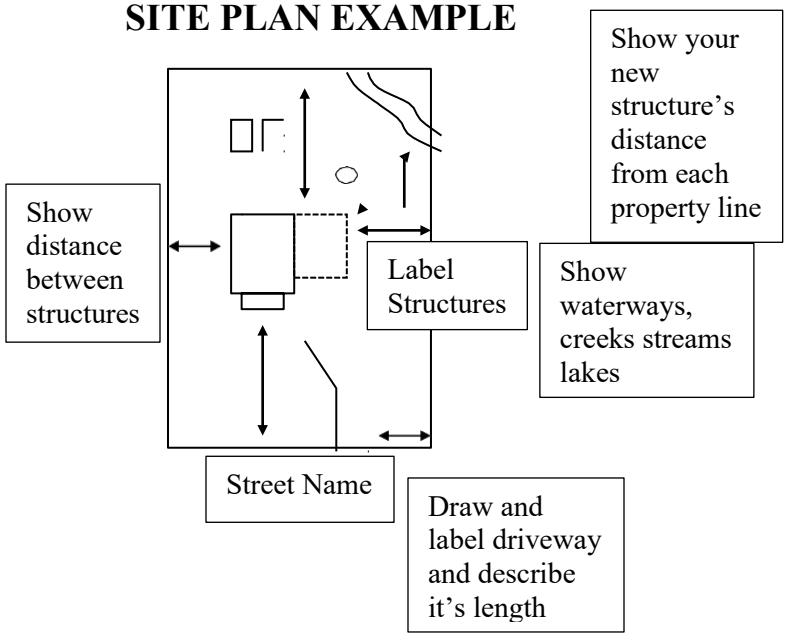
- The site plan must be fully dimensioned and include existing and proposed structures, well and septic locations, and driveway location (alignment, grade, and drainage must conform to Valley County standards). You must mark the property lines on the plot plan and include any easements. **See example on this page.** The proposed use must meet the standards of the Land Use and Development Ordinance.
- If your property is not located in a subdivision, please submit a vicinity map showing the location of your property with respect to main roads and landmarks.
- Culvert Requirements: 12-inch minimum diameter steel pipe extended 2-feet on either side of the constructed width of the approach. Valley County Road Department requires permits for all new driveways.
- Please indicate any waterways that may cross the property, i.e., creeks, streams, or ditches.
-

## BUILDING SETBACKS / INFO*

Residential Only

| | |
|---|---|
| **Front and Rear Property Lines** | **20 feet** |
| **Side Property Lines** | **7.5 feet** |
| **Side Street** | **20 feet** |
| **Maximum % Lot Coverage *** ** | **35 %** |
| **Maximum Building Height**** | **35 feet** |
| **Distance Between Buildings** | **6 feet** |
| **Bureau of Reclamation** | **7.5 feet** |
| **High Water Line** | **50 feet** |
| **Riparian Overlay***** | **150 feet** |
| **State Highway 55** | **100 feet** |

## SITE PLAN EXAMPLE




***All setbacks are measured from the eaves of your structure to the property line**. Setbacks and construction may also be regulated by subdivision covenants. The more restrictive setback is required.

****Building Height:** The maximum distance possible measured vertically, from the foundation level to the highest roof or parapet surface of a flat roof or to a point halfway between the eave and ridge or peak of a gable, gambrel, hip, or shed roof.

***** Lot Coverage definition has changed to include impervious driveways and patios.** For more information, please contact Planning & Zoning at (208) 382-7115.

*****A special overlay for lands adjacent to a watercourse or body of water, have the presence of riparian vegetation and diverse habitat.** Responsible Person Training in Riparian Area. See VCC 9-6-6 for more information.

**Setback information for wells and septic tanks can be obtained from the Central District Health at 208-634-7194.**

# State of Idaho
# Division of Building Safety

Tiny **Houses,**
**Manufactured Homes,**
**Modular Buildings** &
**Recreational Vehicles**

Idaho Division of Building
Safety dbs.idaho.gov
1 800 955-3044

Brad Little, Governor

Chris Jensen, Administrator

# Idaho Division of Building Safety

## Tiny Houses, Manufactured Homes, Modular Buildings & Recreational Vehicles - Defined.

All structures built for use as a dwelling place, including "tiny houses", must fall into one of the following classifications and are required to comply with the building requirements for that classification.

**Site Built** - A building constructed at the location where it is to be used. Not intended or designed to be moved.

**Modular Building** -Any building or building component other than a manufactured home that is of closed construction and either entirely or substantially prefabricated or assembled at a place other than the building site.
(I.C. §39-4301)

**Manufactured Home** -A structure built in compliance with HUD manufactured home construction and safety standards established under 42 U.S.C. section 5401 and defined at I.C. §39-4105.

**Recreational Vehicle** - A motor home, travel trailer, fifth-wheel trailer, park model recreational vehicle, truck camper or folding camping trailer designed for recreational, camping, or seasonal use (I.C. §49-119). A park model recreational vehicle is a type of recreational vehicle built on a single chassis w/ no more than 400 square feet in area
(I.C. § 49-117)

## Construction Requirements & Codes

**Site Built** - Site built dwellings fall under jurisdiction of the city or county in which the building is located. You should contact the city or county regarding their permit and inspection requirements. Electrical, plumbing and HVAC systems require permits and inspections by the Idaho Division of Building Safety (DBS) unless the local jurisdiction administers those codes.

**Modular Building** - Modular buildings - residential or commercial - are regulated by DBS; when approved they will bear an insignia from the state of Idaho. Work done **at the place of manufacture** is **not** subject to further regulation by local jurisdictions. However, work done at the site, including the installation, is regulated by the local jurisdiction. Modular buildings are regulated by local planning and zoning ordinances the same as site-built structures. Details of the DBS approval process are on the internet at https://dbs.idaho.gov/programs/modular/


This insignia remains the property of the
STATE OF IDAHO
Division of Building Safety
EXAMPLE ONLY
S/N: 12345-A Date: 12/08/2010
Use: R-3 Wind: 90-C Floor LL: 250 OL: 10
$P_g$: 47 Seismic Cat.: D Climate: 6 Type: V-B
Foundation: Permanent Permit No.: MOD0001-00002
The manufacturer certifies that this modular building has been constructed in compliance with Idaho Statutes and codes for the building, electrical, energy, mechanical and plumbing systems unless noted below.
Plan No.: MOD0001-00001 Mfg: A-1 Manufactured Buildings
Notes will go in this space

**Example of Modular Insignia**

**Manufactured Homes** - Are regulated by the Federal Department of Housing and Urban Development (HUD) through DBS and are legal for use only as a single-family dwelling. The approval process is intended for manufacturing facilities and is not suitable for one-time construction.




**Example of HUD Label**

**Recreational Vehicles Regulation** - The Idaho Transportation Department regulates RVs as vehicles for title, registration, and licensing purposes through your county vehicle licensing agency. The placement and occupancy of RVs is regulated by local planning and zoning ordinances. Certain exemptions exist with regard to mechanical, electrical, and plumbing under I.C. § 39-4203.

RVs must comply with the National Fire Protection Association (NFPA) 1192 Standard for Recreational Vehicles or **ANSI A**119.5 Standards for Recreational Park Trailers. (I.C. §39-4202). The Recreational Vehicle Industry Association (RVIA) issues an insignia for compliant RVs and Park Trailers.

## How does all of this apply to Tiny Houses?

If you are planning to build or purchase a dwelling of any kind, including a "tiny house", it must comply with the requirements of one of the classifications listed above. For a "tiny house" classified as an RV, you may have challenges in obtaining planning and zoning approval. Contact Idaho Transportation Department (ITD) or the Recreational Vehicle Industry Association for more information about compliance with the appropriate ANSI standards.

Use of the modular classification will require approvals and inspections similar to those required for site-built dwellings. Use of the modular building option is intended for manufacturers but may be used by anyone.

Both site built and modular buildings must comply with minimum area requirements of the building code. The smallest a house can be and still meet these requirements is about 150 square feet of floor area.

The HUD manufactured home standard is intended for manufacturing facilities and is very difficult to apply to one-time construction..




**Example of Park Trailer Tag**




**Example of RV Trailer Tag**

Costs associated with this pul51ication are available from the Division of Building Safety in accordance with Section 60-202, Idaho Code.

**June 2018**

# Telephone Directory

Central District Health .....208-634-7194

Chambers of Commerce
Cascade… .....208-382-3833
Donnelly…..... 208-325-8859
McCall…..... 208-634-7631

DigLine (Call Before You Dig)….. 1-800-342-1585

Idaho Power Company… .....208-388-2200

Idaho Dept of Water Resources…..... 208-287-4941

Northlake Recreational Sewer
& Water District. .....208-325-8958

**State of Idaho Inspectors**:
HVAC……Nick Vancura …208-271-6883
Electrical……Kyle Grove…..208-449-2178
Plumbing……JP Simon… ..... 208-514-6753
State Fire Marshall… .....208-334-4370

U.S. Bureau of Reclamation…..... 208-382-4258
(for property bordering Reclamation land)
Division of Building Safety (800) 955-3044

## Valley County

Assessor…..208-382-7126
Building…..208-382-7114
Clerk/Auditor/Recorder…..208-382-7100
Court…..208-382-7198
Extension - U of I .....208-382-7190
Planning & Zoning… .....208-382-7115
Prosecuting Attorney.....208-382-7120
Road Department .....208-382-7195
Sheriff.....208-382-7150
Transfer Station… ..... 208-634-7712
Treasurer .....208-382-7110
Vehicle Registration…..... 208-382-7141
Weed… .....208-382-7198
WICAP…..208-382-4577

**Valley County Building Department**
**Phone (208) 382-7114**
Permit Technician, Nikki Lemon
nlemon@valleycountyid.gov
Building Technician, Marsha de Lannee
mdelannee@valleycountyid.gov
Building Inspector, Matt Larrondo
mlarrondo@valleycountyid.gov
Building Inspector, Tony Boyd
tboyd@valleycountyid.gov
Building Official, Annette Derrick
aderrick@valleycountyid.gov

**Homeowners Association and Architectural Review Committees:**

**Approval is Required Prior to Issuance of a Building Permit**
*(not a complete listing)*

**Alta Vista** –Robert Burns 634-8782
**Blackhawk Lake Estates Ph 5**–Ryan Cleverley, 1144 S Silverstone Way, Meridian, ID 83642
**Blackhawk on the River HOA-** Linda J Morris, 39 Moonflower Ct #7, McCall, ID 83638
**Brookdale Meadows Ph 1 & 2** – Donna Geibel (208) 634-6627 PO Box 482, McCall ID 83638
**Carefree HOA** – Vern Farris 208-634-3837
**Carefree Subdivision No. 3** - Shirley Ruklic 208-634-6082
**Carefree Subdivision No. 5 &6** – Stan Moss 208-939-4400
**Coho Estates** – Kym Nilsen (208)631-8276
**Crane Shores –** Penny Lancaster PO Box 371, Donnelly, ID 83615
**Eagle Nest –** Mike Keithly, 208-382-3842
**Elk Haven Subdivision HOA** michellerentzsch@gmail.com
**Finlandia Estates-**Dean Jones, PO Box 486 Donnelly 83615
**Fir Grove-** Charles Swan
silverswanns@gmail.com
**French Creek** – Monty Meride 208-859-1465
**Herrick Hills** – Allen Burgess, PO Box 1517 Meridian, ID 83680-1517 (208) 382-0011 or (208) 999-0337
**High Valley Ranch Subdivision 1 & 2** –Nick Ballenger 208-388-1873, Joel Horfean 208-362-8833, James Taylor 208-898-9154
**Jughandle Estates & Highlands** – Warren Drake 630-5107
**Northwind** – Steve Bates 208-867-0161
**Payette River No. 1** – Larry Farnes 208-939-4918
**Payette River No. 2** Thomas Yargovich P.O. Box 1398, McCall, ID 83638
**Pearson Corners POA**-Elise Bitton, PO Box 4110 McCall, ID 83638
**Pine Lakes Ranch HOA**– Robie Winkle 208-382-3242
**Ponderosa Sands Subdivision** – Keith Murphy, 1788 N. Princeton Way, Eagle, ID 83616 (208-939-1562)
**Reserve at Lake Cascade** – Peter Harris 208-941-5787
**Roseberry Ranches POA** – Noah Dimuccio (530)748-5636
**Shaw Valley Estates HOA**-Ralph Appa 2 08-630-3132
**Silver Creek Plunge** – Irene Chandler 208-318-8182
**Simpco Estates** – Bob Luffel 1141 N Cove Colony Way #1141, Eagle ID 83616
**Smith's Ferry POA**– petershiverick@gmail.com
**Sweetwater Run HOA** –Mike and Liz Nuzzo, 23 Smiths Ferry Dr, Cascade, ID 83611 (208)382-3204
**Tamarack Resort Municipal Association –** PMB 3003, 311 Village Dr, Donnelly, ID 83615
**Vista Point**- Maggie Brilz, 2304 N 24th St, Boise, ID 83702
**Westwind Landing**– Amy (208) 794-0027
**Whispering Pines –** cascadewhisperingpineshoa@gmail.com
**White Cloud** – Mike Moodie, 3065 Terra, Boise, ID 83709
**Wilderness Lake Ranch** – Holly Weston (208) 761-5142
**Wild Wings POA-**Rodney Higgins PO Box 159 Horseshoe Bend, ID 83629
**Windsong Sub POA –** Spencer Shaw, ARC, (208) 866-6629 spencer@rebathnw.com

**Please check with us for any additions or changes**

Instrument # 423958

**VALLEY COUNTY, CASCADE, IDAHO**

10.1-&ID PM h for : VALLEY COUNTYP&Z

Dan-AS A MUER DOUGLAS A. MILLER Ex-Officio Recorder Deputy Fee: [redacted]
Index to: ORDINANCES

Ordinance 19-09

Liquified Petroleum Gas (LPG) Systems

# Chapter 3

## LIQUIFIED PETROLEUM GAS (LPG) SYSTEMS

6-3-1: SHORT TITLE:

6-3-2: PURPOSE:

6-3-3: APPLICABILITY:

6 - 3-4: PERFORMANCE STANDARDS and PROCESS:

## 6-2-1: SHORT TITLE:

This chapter shall be known and may be cited as the VALLEY COUNTY LIQUIFIED PETROLEUM GAS (LPG) SYSTEMS ORDINANCE.

## 6-2-2: PURPOSE:

The general purpose is to protect and promote the public health, safety and welfare of the general public, by establishing regulations and a process for implementing best LPG practices. This chapter establishes standards in order to accomplish the following and shall apply to all new liquified petroleum gas (LPG) installations, residential and commercial systems, and to existing installations when LPG service is reconnected after service is interrupted.

A. Provide safe use of LPG products;

B. Protect against dangerous and improper installation of LPG systems;

C. Provide consistency in the construction industry;

D. Provide for construction in our local weather conditions;

E. Provide for a process that lessens the inattention of Installers;

F. Provide for a process that protects against overlooking of safety precautions;

G. To work with other jurisdictions within the county to meet the purposes of this chapter.

## 6-2-3: APPLICABILITY:

This subsection shall apply to all new liquefied petroleum gas (LPG) installations, residential and commercial systems, and to existing installations when LPG service is reconnected after service is interrupted.

# 6-2-4: PERFORMANCE STANDARDS and PROCESS:

A. Propane providers shall install systems following NFPA 54 & 58, including:

l. Two-stage regulator systems, or twin packing regulators underneath the tank shall be installed on all LPG installations, with twin packing preferred.

2. The first stage regulator shall be installed under the hinged gauge cover supplied with the tank.

   a. The atmospheric pressure aperture of the regulator shall point downward.

   b. The first stage regulator shall be plumbed to the riser of the yard piping with a flexible riser to allow flexibility should tank shifting occur.

   c. The riser from the yard piping shall be located not more than 12 inches from the walls of the tank.

3. The second stage regulator and riser pipe shall be installed on the gable end of the building, in an approved location (flat roofs, bonnet roofs, etc.).

   a. The penetrating building nipple shall be schedule 80.

   b. The outside hookup to the nipple shall also be schedule 80.

   c. This riser shall be a flexible riser pipe and shall be securely supported/braced to the wall approximately ten (l O) inches below the regulator to prevent bending of the pipe by lateral snow/ice loads.

4. A protective cover, approved by the gas supplier and the fire district, shall be installed over all second stage regulators/ or meters and riser piping, and securely supported to the ground or diagonally to the building wall.

5. The riser pipes for the yard piping shall not be embedded in concrete. Concrete placed around such riser shall be held back at Icast one inch (l 't) from all sides of the pipe.

6. Location of the centerline of LPG tanks shall be permanently marked using a snow stake.

   a. Such stake shall be of sufficient height to be visible through anticipated maximum snow depth at the respective location.

   b. Installation and maintenance of the snow stake is the responsibility of the LPG user.

7. Propane appliances shall not be permitted in any new installation in an attic or crawl space, effective May l, 2020, unless a combustible gas detection is built into a system that shuts down the supply of propane in the event of a leak.

8. A combustible gas detector shall be installed in the lowest livable level of any building with an LPG appliance at the time of installation. Maintenance of the combustible gas detector shall be the responsibility of the LPG user.

9. Propane tanks shall be kept clear of snow so that quick access can be made to tum off the propane in emergencies. Keeping snow clear of the tank shall be the responsibility of the LPG user.

B. Submittal to Fire District: The propane company shall submit an LPG permit application and an LPG system plot plan to the appropriate fire district in the following circumstances:

1. After installation of a propane system

2. If service is interrupted and a new tank is being set

The LPG plot plan shall include, but not limited to, the tank location, tank capacity in U.S. gallons, route of yard piping, location of the riser pipe at the building, property boundaries, an outline of all existing/proposed building on the lot and a depiction of the ridgeline of any building to be supplied with LPG.

C. Submittal to Building Department: After installation by the propane company for new construction and inspection by the appropriate fire district, an approval shall be transmitted to the appropriate Building Department. The Building Department will not issue a certificate of occupancy until receipt of the inspection/approval is received.

NOW, THEREFORE, BE IT ORDAINED AND APPROVED by the valley County Board of Commissioners, Idaho this 30th day of September, 2019.

Gordon Cruickshank, Chairman

Attest:

Douglas A. Miller III
Valley County Clerk

**(Compliance Checklist – the Full Ordinance can be found on the Valley County website.)**

## OUTDOOR LIGHTING

**PURPOSE:** The general purpose is to protect and promote the public health, safety and welfare, the quality of life, and the ability to view the night sky, by establishing regulations and a process for review of exterior lighting.

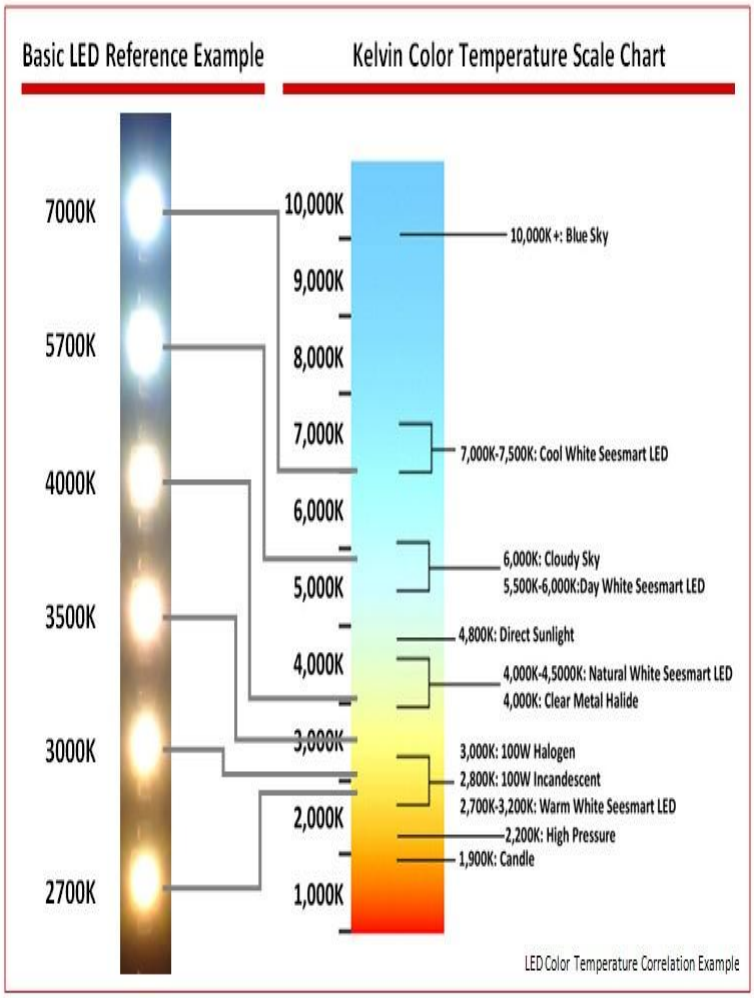
**APPLICABILITY –** All exterior lighting shall comply.

**PERFORMANCE STANDARDS**: (All nonessential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes.)

**All Other Outdoor Lighting Shall Meet The Following Standards**:

- The height of any light fixture or illumination source **shall not exceed thirty feet (30').**
- All lighting or illumination units or sources **shall be hooded or shielded in a downward** direction so they do not produce glare or cause light trespass on any adjacent lot or real property as depicted in section 6-2-7 of this chapter.
- Lights or illumination units shall not direct light, either directly or through a reflecting device, upon any adjacent lot or real property. **Lighting should not illuminate the sky or reflect off adjacent water bodies or produce glare or cause light trespass on any adjacent lot or real property.**
- All **outdoor lights used for parking areas, walkways, and similar uses mounted on poles eight feet (8') or greater in height shall be directed downward**. The light source shall be **shielded** so that it will not produce glare or cause light trespass on any adjacent lot or real property.
- **The installation of mercury vapor lamps is hereby prohibited**.
- Flashing or intermittent lights, lights of changing degree of intensity, or moving lights shall not be permitted. This subsection shall not be construed so as to prohibit …holiday lights.
- **Sensor activated lights**, provided: ○ It is located in such a manner as to prevent glare and lighting onto properties of others or into a public right of way; ○ It is set to only go on when activated and to go off within five (5) minutes after activation has ceased; ○ It shall not be triggered by activity off the property.
- **Up lighting for flags**, provided the flag is of a government and the maximum lumen output is one thousand three hundred (1,300) lumens. Flags are encouraged to be taken down at sunset to avoid the need for lighting.
- LED lighting color shall not exceed 3,000 K.


Examples of Fully Shielded Luminaires
flat lens
Full Cutoff Fixtures
Fully Shielded Wallpack & Wall Mount Fixtures
Fully Shielded Fixtures
Full Cutoff Streetlight
Fully Shielded Barn Light
Fully Shielded Walkway Bollards
Fully Shielded Decorative Fixtures
bulb shielded in opaque top
Fully Shielded 'Period' Style Fixtures
bulb shielded in opaque top
Flush Mounted or Side Shielded Under Canopy Fixtures
Shielded / Properly-aimed PAR Floodlights
Designed / illustrated by Bob Crelin ©2/05

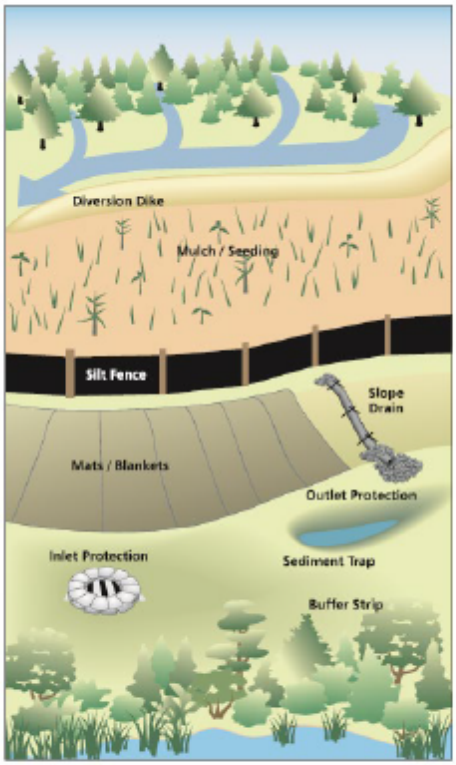

Basic LED Reference Example
Kelvin Color Temperature Scale Chart
7000K
5700K
4000K
3500K
3000K
2700K
10,000K
9,000K
8,000K
7,000K
6,000K
5,000K
4,000K
3,000K
2,000K
1,000K
10,000K+: Blue Sky
7,000K-7,500K: Cool White Seesmart LED
6,000K: Cloudy Sky
5,500K-6,000K:Day White Seesmart LED
4,800K: Direct Sunlight
4,000K-4,5000K: Natural White Seesmart LED
4,000K: Clear Metal Halide
3,000K: 100W Halogen
2,800K: 100W Incandescent
2,700K-3,200K: Warm White Seesmart LED
2,200K: High Pressure
1,900K: Candle
LED Color Temperature Correlation Example

HELPING YOU MEET REGS

# CHECKLIST

**Property owners (ultimately responsible person), Developers, and Contractors must ensure work performed on their site does not impact lakes, streams, and stormwater. It is their responsibility to prevent dirt and other sediments from leaving the site during construction. After construction is completed, they must also permanently stabilize the site through re-vegetation, landscaping or other means to ensure that sediment won't leave the site in the future.**
**Valley County Code (VCC)**

**Idaho Construction Site EROSION and SEDIMENT CONTROL FIELD GUIDE**

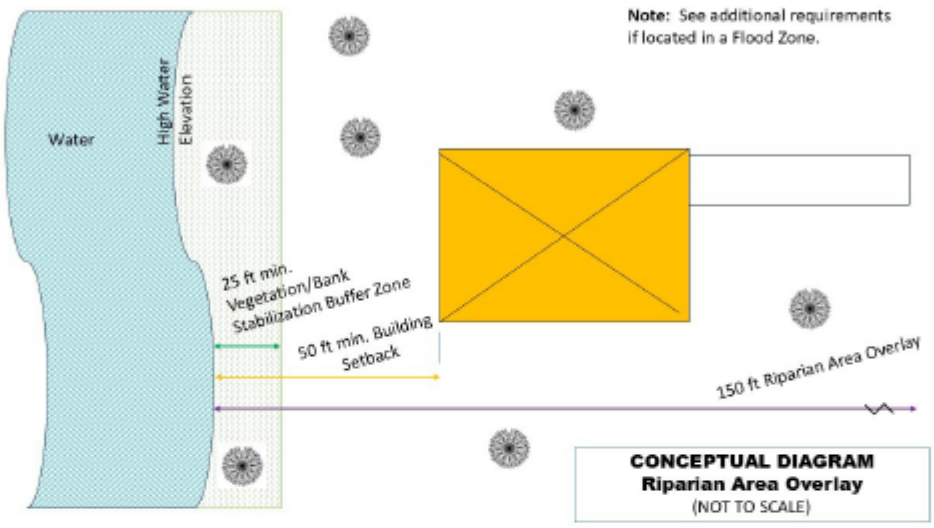



## Basic Stormwater Best Management Practices at Construction Sites

- ☐ Name, signature and attached certification of BMP trained responsible person if in Riparian Area Overlay:_____
  VCC 9-6-6 [Call (208)382-7115 for Information]
- ☐ Review and know the pertinent Codes and Permit Requirements. No construction activity shall take place without a valid Permit. Land disturbance greater than 1 acre requires a formal State of Idaho Stormwater Pollution Prevention Plan (SWPPP).
- ☐ Contact Valley County after BMPs are in place … **BEFORE** grading begins. (208)382-7114 (building permits) or (208)382-7115 (placement permits, sheds, containers, ponds, berms, etc.) VCC 9-4-3-4-F
- ☐ Limit Land Disturbance, i.e. establish clearing limits, provide dust control, and limit equipment travel ways.
- ☐ Stormwater detention basins, retention basins, swales or other techniques shall be used when recommended or required by the Valley County Engineer. VCC 9-6-6-C.3
- ☐ Preserve Natural Vegetation, i.e. maintain 25 ft minimum vegetative buffer zones towards waterways. VCC 9-4-3-2.2
- ☐ Increase Water Infiltration, i.e. vegetative drainages and bio-detention basins. i.e. direct water into tree wells or gardens. Use open paver stones or gravel pathways (these are considered pervious uses).
- ☐ Use Man-Made Erosion Perimeter Controls, i.e. silt fences and/or wattles, pave or gravel roadways.
- ☐ Protect Slopes, i.e. re-establish cover and bench/dikes/berm to reduce flow velocity.
- ☐ Use Downspouts and Swales to Redirect Stormwater, i.e. rock or vegetation lined with check dams.
- ☐ Capture Sediment-laden water, i.e. silt fences, detention ponds or wetland filters
- ☐ Use Storm Drain Filters and Protection like vehicle track-out controls.
- ☐ Create Special Bays for Equipment Fueling & Washouts
- ☐ Properly Store and Cover Worksite Materials
- ☐ Train Employees and Subcontractors on procedures and provide sanitation facilities
- ☐ Conduct Frequent Inspections
- ☐ Stabilize Work Zones after construction has ceased
- ☐ Do NOT Fertilize in a Riparian Overlay Area VCC 9-4-3-2-C.4

## Recently Updated - Miscellaneous Standards:

- Fire Departments must approve driveways if over 150-ft from an access road. VCC 6-1-9-E.3
- 35% Lot Coverage: structures and impervious surfaces, such as driveways, patios, etc. VCC Title 9 Definitions
- Setbacks from high water lines are 50-ft for residential uses and 100-ft for all other uses. VCC 9-4-3-2-C
- There shall be no filling or dredging of lake bottoms, rivers, or wetlands without proper jurisdictional permits, i.e. IDWR, USACE, Valley County, etc. VCC 9-6-6
- There shall be no excessive clearing of vegetation. VCC 9-6-6




- 100-ft min. Building Setback for all other buildings.

## Potential Code Violations for Not Implementing Best Management Practices

- Valley County Titles 6, 9, 10 and 11.
- Idaho Water Quality Standards (IDAPA 58.01.25, IDAPA 58.01.02.050, IDAPA 58.01.051, IDAPA 58.01.02.350, Idaho Statute 39-126, Idaho Statute Title 39-3610 and IDAPA 58.01.02 080, et al). Stream Channel Protection Act (Title 42, Chapter 38, Idaho Code).
- Federal Clean Water Act 33 U.S.C. §1251 et seq. (1972)
- County Ordinances & Special Requirements
- Army Corps of Engineers for Wetlands Section 404 of the Clean Water Act

## BMP References:

- https://www.epa.gov/npdes/stormwater-discharges-construction-activities
- https://www.co.valley.id.us/media/Departments/PlanningZoning/Stormwater.pdf
- https://www.deq.idaho.gov/permits/water-quality-permits-certifications/storm-water-permits/

# CHECKLIST

**What to bring in to apply for your building permit:**

- ☐ Completed Application
- ☐ 2 copies of the construction drawings stamped by a design professional (either an architect or an engineer with an Idaho stamp), no larger than 24 x 36" please
- ☐ 2 copies of the structural engineering stamped by an engineer with an Idaho stamp
- ☐ 2 copies of a site plan
- ☐ Is your driveway over 150' from an access road? A letter from your local fire department must accompany your site plan
- ☐ If construction is within Riparian Area Overlay (150' of a water course or body of water) Valley County engineer approval letter must accompany site plan. Also provide name, signature, and certification of BMP trained responsible person. For more info about this or your site plan requirements, contact Valley County Planning & Zoning.

**Other supporting paperwork we'll need for issuance:**

- ☐ Sewer or septic permit, or letter of approval from North Lake Recreation Sewer and Water District or Accessory Use Authorization from Central District Health Department
- ☐ Approach Permit from Valley County Road Department
- ☐ Approval from your HOA or Architectural Review Committee
- ☐ Site plan showing outdoor lighting (include location, height, and type)
- ☐ FAA approval of form 7460-1, if required to file

**What we are looking for on the construction drawings and calculations:**

- ☐ 2018 IRC or 2018 IBC
- ☐ 2018 IECC or REScheck
- ☐ Correct Roof Snow Load (non-reducible) 120 lbs psf OR 150 lbs psf OR 60 lbs psf depending on location. Areas formerly McCall Impact Area and now Valley County are 150 lbs psf
- ☐ Wind 115 MPH minimum determined by exposure, Category C
- ☐ Seismic Zone D
- ☐ Soil Bearing Capacity 1500 psf
- ☐ Frost Depth 24"