

CITY OF WENDELL
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OFFICE USE ONLY:	
APPLICATION APPROVED BY: _____	DATE: ____ / ____ / ____
GLARE STUDY <input type="checkbox"/>	NOT REQ'D <input type="checkbox"/>
ELEVATION CERT ATTACHED <input type="checkbox"/>	NOT REQ'D <input type="checkbox"/>
FIRE DEPT APPROVAL ATTACHED <input type="checkbox"/>	NOT REQ'D <input type="checkbox"/>
CANAL CO. APPROVAL ATTACHED <input type="checkbox"/>	NOT REQ'D <input type="checkbox"/>
CAFO WAIVER ATTACHED <input type="checkbox"/>	NOT REQ'D <input type="checkbox"/>

PHOTOVOLTAIC SYSTEM APPLICATION AND CHECKLIST

Parcel No. _____ SEC _____ T _____ R _____ ACRES: _____ ZONE: _____

JOB ADDRESS: _____ CITY: _____ NEW:

SUBDIVISION: _____ LOT: _____ BLOCK: _____

PROPERTY OWNER: _____ PHONE(S): _____ MAILING ADDRESS: _____

EMAIL: _____

CONTRACTOR NAME: _____ PHONE(S): _____ MAILING ADDRESS: _____

EMAIL: _____

REGISTRATION #: _____ EXPIRATION: _____

	NO	YES
ARE THERE OTHER STRUCTURES ON THIS PARCEL?	<input type="checkbox"/>	<input type="checkbox"/>
IS THERE AN EXISTING RESIDENCE ON THIS PARCEL?	<input type="checkbox"/>	<input type="checkbox"/>
IS THIS PARCEL LOCATED WITHIN 1320 FT OR ¼ OF A MILE FROM A CAFO?	<input type="checkbox"/>	<input type="checkbox"/>
IS STRUCTURE CLOSER THAN 300 FEET FROM THE SNAKE RIVER CANYON RIM AND/OR THE MALAD CANYON RIM? ¹	<input type="checkbox"/>	<input type="checkbox"/>
IS THIS BUILDING SITE WITHIN THE FLOODPLAIN? ²	<input type="checkbox"/>	<input type="checkbox"/>

1. EXISTING USE: _____

¹ The canyon rim(s) is that, which consists of a slope, exceeding 30% for a distance of 25' or more. The location of the rim shall be determined before any excavation or grading preparatory to development occurs. In some areas there is more than one rim. Any encroachment or development within three hundred (300) feet from the top of the Snake River Canyon Rim(s) or the Malad Canyon Rim(s) shall require a Special Use Permit. Minimum requirements for a special use permit shall include an engineering study and a geological report. No structures shall be built within fifty (50) feet of the rim(s). (see Gooding County Zoning Ordinance No. 104).

² FIRM (Flood Insurance Rate Map) panels can be reviewed at the Gooding County Planning & Zoning office.

2. **DESCRIPTION OF CONSTRUCTION:** (i.e. roof mounted, ground mounted, size and kilowatts generated)

PROJECT COST: Total Valuation: \$ _____

NO WORK TO BE DONE UNTIL PERMIT IS ISSUED

APPLICANT/PROPERTYOWNER:

I hereby apply for a permit to do the work stated above, and acknowledge that I have read this application and hereby certify that the above information is complete and correct and, as the applicant, I accept the responsibility to ensure that all work and materials will be in accordance with International Building Code, Idaho State law and Gooding County Ordinances, **and that all required inspections are conducted prior to use or occupancy.**

Signature _____ **Date** _____

REQUIRED COMMENT/APPROVAL LETTER FROM THE APPLICABLE FIRE DEPT.:

A. Fire District comment/approval from applicable district:

- | | |
|---------------------------|---------------------|
| Bliss Fire Department: | phone: 208-358-1180 |
| Gooding Fire Department: | phone: 208-934-8348 |
| Hagerman Fire Department | phone: 208-837-4552 |
| Idaho State Fire Marshall | phone: 208-334-4370 |
| Wendell Fire Department | phone: 208-536-5431 |

As an alternative to a separate letter, the following may be submitted as an entity's APPROVAL

I have reviewed the plan and determined that it meets all requirements of _____
(EXAMPLE: "____ Fire Dept.")

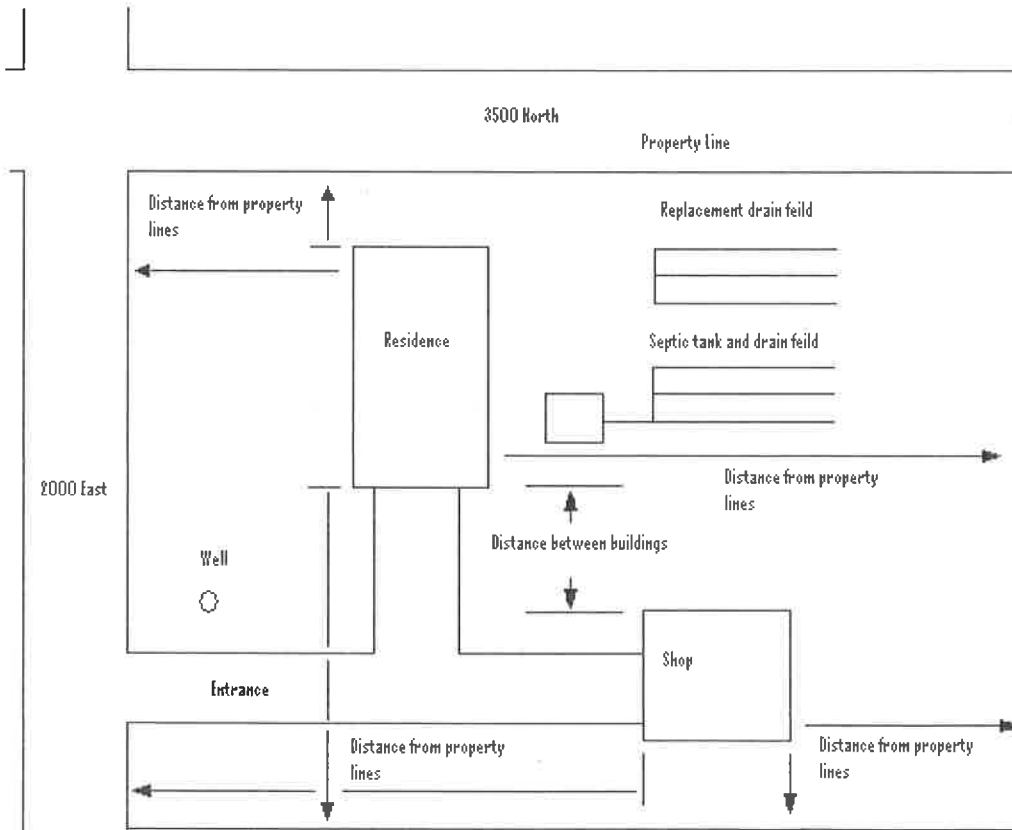
Comments: _____

Fire Department Approval Signature

SITE PLAN INSTRUCTIONS

- A. The site plan must be a Mechanical Drawing drawn with descriptive precision using the aid of drafting implements such as ruler, T squares, compasses, French Curves, etc. May be drawn either by hand or computer generated.
- B. Must be to scale using an accurate drawing scale (for example: "1 in. = 10 ft.," "1 in. = 100 ft." etc.). Should additional sheets be needed, please use match points.
- C. Show the boundaries of the parcel, including the dimensions (found on the survey).
- D. Show the location and dimensions of all existing buildings and structures.
- E. Show the location of the proposed project or division, including the structure dimensions and distances to property lines and existing buildings and structures.
- F. Show the location of all proposed and existing utilities, including power, phone, water, sewer systems, reserve drain fields, etc.
- G. Show the location and dimensions of all existing and proposed roads, driveways, parking areas, rights-of-ways, and easements.
- H. Show the location of any distinguishing physical features located on or adjacent to the property, including, but not limited to: streams, culverts, drainage ways, wetlands, slopes, bluffs, etc.
- I. If you have questions regarding these instructions, please see the example provided below. If you have questions not covered in the example, please call (208) 934-5958, for assistance.

EXAMPLE SITE PLAN ---



SETBACK REQUIREMENTS

1. New structures must be located at least 50' from the front property line.
2. New structures must be located at least 5' from property lines. (measured from eaves)
3. All structures must be 10' apart.

PLEASE SUBMIT THIS *SIGNED* APPLICATION WITH THE FOLLOWING:

- **ELEVATION CERTIFICATE**, when applicable
- **COMMENT/APPROVAL LETTERS OR SIGNATURES FROM AGENCIES**, when applicable (see page 2)
- **2 (TWO) SITE PLANS:**
 - Legal description and/or record of survey for the property and a vicinity map and north arrow;
 - Property lines and lot dimensions and building setbacks from property lines
 - Right-of-way details including access, easements, utilities, drainage, wastewater, right of way to be dedicated;
 - Location of new and existing structures and distance between them.
- **2 (TWO) COMPLETE SETS OF CONSTRUCTION PLANS** Scale: $\frac{1}{4}'' = 1'0''$
 - Building elevations
 - Structural Plans: Roof framing plan and location of solar panels.
 - Energy Code compliance
 - Approval from Utility provider.

Photovoltaic Application Checklist

How to complete this permit application:

1. Fill in all applicable blanks on Photovoltaic System Application. (Be sure to include parcel number, approval from applicable Fire Dept., Site Plan, Construction plans and contact information)
2. Include site plan showing location of major components on the property. This drawing need not be exactly to scale, but it should represent relative location of components and show elevation. The site plan must also show compliance with International Fire Code minimum access and pathways. *Additionally, include a photo that shows the proposed access point to verify compliance with IFC 605.11.3.1.*
3. Include electrical diagram showing PV array configuration, wiring system, overcurrent protection, inverter, disconnects, required signs, and AC connection to building.
4. Include specification sheets and installation manuals (if available) for all manufactured components including, but not limited to PV modules, inverter(s), combiner box, disconnects, and mounting system.
5. Include 2 copies of items 2 – 4 with the application.

Steps to completing a photovoltaic project:

1. Submit this permit application (see all necessary items, above) to the Gooding County Planning and Zoning office.
2. Submit the Customer Generation/Net Metering/Interconnection Application to the electric utility. Additional information relating to this can be found at: idahopower.com/customergeneration.
3. Work can begin once the permit has been approved. Note: Some contractors will not begin work until the Customer Generation/Net Metering/Interconnection Application is approved by the utility, although this is not a requirement.
4. Notify electric utility once the electrical inspection has passed. (This inspection is performed by the state inspector. Contact information is provided below)
5. Electric utility will schedule its inspection and meter exchange.
6. Electric utility will provide Permission to Operate (PTO). **Note: A final inspection by the County Building Inspector must be performed prior to start up.**
7. Notify Building Inspector when ready for inspection. The Building Inspector can be reached at (208) 316-2366.

As per IBC 110.1, construction under permit shall remain accessible and exposed for inspection purposes until approved. No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made until the building official has issued a certificate of completion. Although plan reviews can take up to 60 days, the average time between submittal and approval/disapproval is two week. 24-Hour notice is required by law for inspection requests. **Please contact the building official at 208-316-2366 for inspection requests.**

Separate permits and inspections are required for Electricity. Electrical, contractors must have valid state licenses. To request an inspection from the Idaho Division of Building Safety, please call 1-800-839-9239.