



CITY OF WENDELL

Planning & Zoning Department

375 1st Ave E – PO Box 208, Wendell, ID 83355

(208) 536-5161- Fax (208) 536-5527

OFFICE USE ONLY

PERMIT NO.

Application approved by: \_\_\_\_\_

Date \_\_\_\_\_

Plan approved by: \_\_\_\_\_

Valuation: \$ \_\_\_\_\_

Wendell Fire Dept: \_\_\_\_\_

Plan Review: \$ \_\_\_\_\_

\_\_\_ Buildable lot \_\_\_ N/A

Permit Fee: \$ \_\_\_\_\_

Total: \$ \_\_\_\_\_ Paid

Manufactured Home Permit Application

Property Owner of Record

Installer/Contractor

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

City: \_\_\_\_\_

Phone/Cell: \_\_\_\_\_

Phone/Cell: \_\_\_\_\_

Is the property owner doing the construction?  
Yes \_\_\_ No \_\_\_

Idaho Registration # \_\_\_\_\_

Expiration Date: \_\_\_\_\_

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Complete and answer **ALL** questions, signed COMMChecks, and **TWO** sets of building and site plans (**to scale**) when making application.

1. Parcel No. \_\_\_\_\_ obtained on your tax information or from the County Assessor's Office.
2. Copy of deed showing ownership including legal description.
3. Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision \_\_\_\_\_
4. Address of Project (if known) \_\_\_\_\_
5. Zone: Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Industrial \_\_\_\_\_
6. Are there other structures on this parcel? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, must be included on the site plan.
7. Corner Lot: Yes \_\_\_\_\_ No \_\_\_\_\_
8. Person to notify regarding the permit: \_\_\_\_\_ Contact # \_\_\_\_\_

### **MANUFACTURED HOME (M.H.) DETAILS**

1. Use of structure: \_\_\_\_\_
2. Size of M.H.: Length \_\_\_\_\_ Width \_\_\_\_\_ Total Sq/Ft \_\_\_\_\_  
*\*Must be at least (24') wide; Minimum floor area (1000 sq/ft) (Ord. 441)*
3. Year Manufactured: \_\_\_\_\_ *\*If prior to June 15, 1976 include copy of State Certification.*
4. Manufacturer: \_\_\_\_\_ Model Name and Number: \_\_\_\_\_
5. Vehicle Identification Number: \_\_\_\_\_

### **DESIGN DATA**

Foundation \_\_\_\_\_ or Block Set \_\_\_\_\_

Roof snow load: \_\_\_\_\_ lbs/sf Wind: \_\_\_\_\_ mph Soil Bearing: \_\_\_\_\_ lbs/sf

Type of pier pads: \_\_\_\_\_

Type of tie-downs and/or anchors: \_\_\_\_\_

Type of skirting: \_\_\_\_\_

### **COMPLETED APPLICATION CHECK LIST**

\_\_\_\_\_ **Energy Code Compliance Certification.** \*COMMcheck Software may be obtained at [www.energycodes.gov](http://www.energycodes.gov).

\_\_\_\_\_ **Copy of deed showing ownership and legal description**

\_\_\_\_\_ **Idaho Division of Building Safety Manufactured Home State Certification**  
(for M.H. constructed prior to 1976)

\_\_\_\_\_ **Two (2) full sets of plans** - Single Family dwellings/duplexes, room additions, remodels, patio covers, accessory structures, etc. (Min. 18" x 24", Max 24" x 36") Min 1/4" scale (smaller paper may be allowed on small jobs) Pages to be numbered and stapled. (Commercial or Industrial – stamped by an Idaho Licensed Architect or Engineer) including:

- a. Site plan
- b. Floor plans with dimensions
- c. Footing and foundation with reinforcing dimensions
- d. Typical construction detail and fire wall detail
- e. Cross section and stair detail
- f. Truss and floor joist detail (if applicable)

### **SETBACK REQUIREMENTS**

1. Minimum lot area (**6,250 sq/ft**)
2. New structures must be located at least (20') from front **property line**.
3. New structures must be located at least (7') from **property lines**. (measured from eaves)
4. New structures must be located at least (30') from rear **property line**

### **BUILDING INSPECTIONS**

The following inspections, as applicable to the project, will be conducted by the Gooding County Building Official: SETBACKS, FOUNDATION/RUNNERS, TIE DOWNS, BLOCKS, (whichever applicable). 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 Occupancy. Although plan review may take up to 60 days, the average time between submittal and approval/disapproval is one week. Wendell Building Department (208) 536-5161.

**24-HOUR NOTICE IS REQUIRED BY LAW FOR INSPECTION REQUESTS**

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

I hereby apply for a permit to do the work stated, 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 the work and materials will be in accordance with International Building Code, Idaho State law and City of Wendell Ordinances, and that all required inspections are conducted prior to use or occupancy.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**NO WORK TO BE DONE UNTIL PERMIT IS ISSUED**