



CITY OF COEUR D'ALENE Residential Permit Application

Job Address N S E W _____ ST AVE DR RD PI LN CIR CT WY LP

Legal Description LOT _____ BLOCK _____ SUBDIVISION _____ Value of Work \$ _____

Describe work _____

Type of Work New Home Addition to Home Interior Remodel Finish Basement New Garage/Shop Detached Storage
(not a garage or shop) Porch Deck Patio Cover Fire Damage Repair Mfg Home Setting Permit Designated Mfg Home Other _____

Total Square Footage (including basement and garage): _____

Description of Lot: Lot on a Hillside (15% or greater) Building in Flood Plain

Owner: _____ Contact Person _____ Phone _____ Fax _____
Address(C/S/Z): _____ E-mail _____

Draftsman/Architect: _____ Contact Person _____ Phone _____ Fax _____
Address (C/S/Z): _____ E-mail _____

Engineer: _____ Contact Person _____ Phone _____ Fax _____
Address (C/S/Z): _____ E-mail _____

Contractor: _____ Contact Person _____ Phone _____ Fax _____
Address (C/S/Z): _____ E-mail _____

Contractor Registration No. _____ **Expiration date:** _____

NOTE: If fire sprinklers are installed, the system designer must verify that the water tap service line and water meter are adequately sized for the correct operation of the fire suppression system.

I understand that separate electrical, plumbing, and mechanical permits may be required. I understand that homes built on hillsides and in floodplains may require additional design information and may have additional construction requirements. I understand that homes built in some areas of the city may require fire sprinklers.

Owner/Authorized Agent _____ **Date** _____

Staff to complete:
Submittal Date: _____ **Plan Review Fee:** _____ **Accepted By:** _____



CITY OF COEUR D'ALENE Mechanical Permit Application

Job Address: _____

Owner: _____

Address: _____

City/Zip: _____

Phone: _____

Fax: _____ E-Mail _____

Mech Contractor: _____

Address: _____

City/Zip: _____

Phone: _____ Lic. # _____ Exp Date _____

Fax: _____ E-Mail _____

Use of building: Commercial Residential

Describe work:

Special Conditions:

Signature: _____

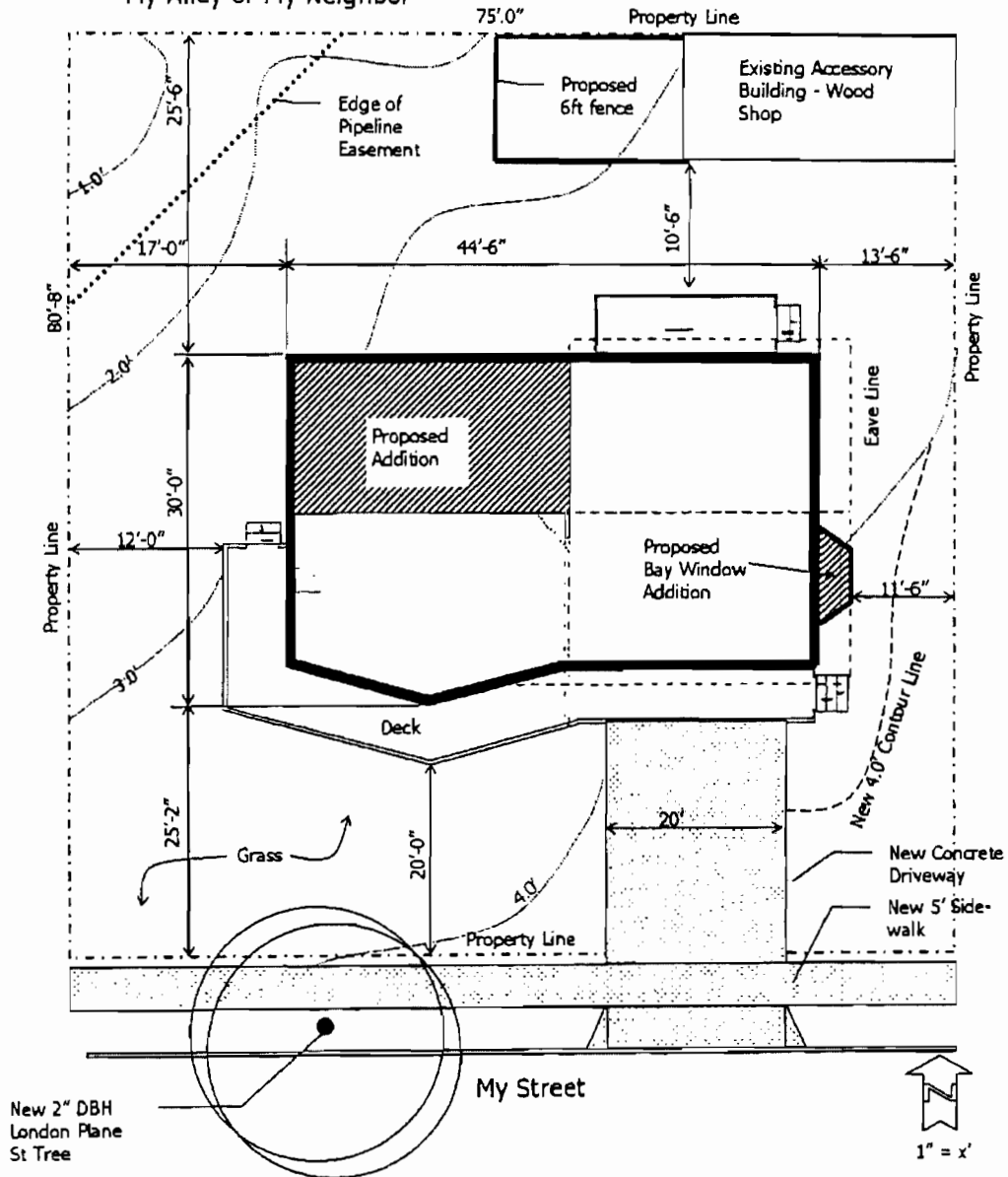
Approved by : _____

Date : _____

Description of Item	# of items	Fee	Totals
Processing Fee	1	\$ 35	\$ 35
Air Handler < 10,000 CFM		x 12	
Air Handler > 10,000 CFM		x 20	
Ductwork (Separate System)		x 8	
Boiler/Refrig > 1750M BTU		x 98	
Boiler/Refrig 1,001-1750M BTU		x 59	
Boiler/Refrig 100-500M BTU		x 29	
Boiler/Refrig 1-100M BTU		x 16	
Boiler/Refrig 501-1000M BTU		x 40	
Clothes Dryer		x 16	
Electric Furnace		x 16	
Evaporative Coolers		x 12	
Gas Equipment < 100,000 BTU		x 16	
Gas Equipment > 100,000 BTU		x 20	
Gas Log		x 16	
Gas Piping (each outlet)		x 2	
Gas Water Heater		x 16	
Heat Pump & A/C > 50 tons		x 98	
Heat Pump & A/C 0-3 tons		x 16	
Heat Pump & A/C 15-30 tons		x 40	
Heat Pump & A/C 30-50 tons		x 59	
Heat Pump & A/C 3-15 tons		x 29	
Miscellaneous (not covered elsewhere)		x 26	
Mobile Home Gas Hook-up		x 16	
Gas Range		x 16	
Type I Hood (per 12' or portion thereof)		x 12	
Type II Hood (Typical Residential)		x 12	
VAV Units/Duct Heater		x 8	
Used Appliance < 400,000 BTU		x 75	
Used Appliance > 400,000 BTU		x 125	
Ventilating Fans		x 8	
Woodstove/Insert		x 20	

PERMIT FEE \$

My Alley or My Neighbor



City of Coeur d'Alene Residential Plan Submittal Minimums

Building and Mechanical applications must be fully completed for Owner/Authorized Agent section including legal description, value of work and e-mail address. A plan check fee is due in the form of cash or check at the time of permit submittal. Provide **contractor registration number and expiration date.** If homeowner is doing the work complete the registration exemption form.

Mechanical requirements effective January 1, 2010 for new construction.

- ACCA Manuals J and D worksheets,
- A mechanical plan showing locations, sizes and specific fittings of the duct system,
- Manufacturer's data sheets for the specific proposed HVAC appliances,
- ACCA spreadsheets and tutorial are at <http://www.acca.org/speedsheet/> and software is available for purchase at <http://www.acca.org/store/>

Construction documents: **Submit plans in PDF format** on a CD or through the internet. **A plan check fee is due in the form of cash or check at the time of permit submittal.**

Plan details. Provide elevations, roof plan, framing plans and details.

Site plan and lot square footage. (See sample and attached site plan checklist)

Show on the plans the height of any proposed buildings or accessory structures in relation to average grade.

- Height of proposed structure _____ feet.

Floor Plan for each floor

- Show each level of existing house and include square footage including the garage.
- Dimension and label each room include square footage of existing house and any addition.
- Show smoke detector locations. One smoke detector is required in each bedroom, outside each sleeping area and at least 1 per level of the house.

Furnace and hot water heater location.

Egress windows. Provide at least one egress window in every bedroom and at least one on each level.

All braced wall panel types. Show locations and details of installation, including engineered design.

Attic access. Should be 22"x30" (not allowed in closets smaller than 5' x 7')

Crawl space access. Should be 18" x 24" min (22"x30" min if access to mechanical equipment)

One-hour fire resistive separation detail between house and garage.

Floor framing details. Show beams, joists type, size, spacing and installation details.

Roof framing plan and details or truss layout and datasheets, include over-framing details.

All headers and beams location including type, size and connections.

Foundation plan with cross sections of footings, pads, wall reinforcement, anchor bolts, hold downs and sill plates. Include deck and patio details.

Energy Calculations (PDF 2006 IECC): Including percentage of glazing, U-factor of windows, R-values of basement, slab, crawl, floors, exterior walls and ceilings. Website: www.energycodes.gov (Latest Version) Tech support: techsupport@becp.pnl.gov

City of Coeur d'Alene

Site Plan Requirement Checklist

Residential and Duplexes

- Show and correctly ***dimension distances to all*** property lines and all other structures to include:
 - Entire footprint of house and ***dimensions of all*** other building elements to include:
 - Proposed additions
 - Alterations
 - Roof overhangs/Other projections as dotted lines
 - Porches/Decks
 - Accessory structures (*Garages/Out buildings*)
 - Mechanical equipment
 - Adjacent streets/Alleys
 - Existing or proposed means of ingress/Egress (*Driveways*)
 - Existing or proposed:
 - Sidewalks, ■ curbs, ■ planting strips, and ■ swales
 - Existing or proposed use (*i.e.: Existing home, proposed garage, etc.*)
 - Setbacks*:
 - Existing structure(s)*** setbacks from property lines as well as the distance from other buildings or structures on the same lot
 - ***Proposed structure*** setbacks from property lines as well as the distance from other buildings or structures on the same lot
 - * ***Make sure that all building and setback dimensions add up to the total property length and width.***
 - Areas of required landscaping/Open space/Trees
 - Show location and heights of any proposed fencing
 - Scale of drawing/North arrow/Lot square footage
 - Written description of proposed use on application (*Type/Describe-On first page*)
 - Show all dimensions of proposed off-street parking spaces, driveways and approaches
 - Zoning (Check all that apply):
 - R-1** **R-3** **R-5** **R-8** **R-12** **R-17** **MH-8** **DC**
 - Infill overlay district (if applicable):** **DO-N** **DO-E** **MO**
 - Name of PUD (if applicable):** _____
 - Show location and dimension of any/all easements and identify type of easement
 - Clearly indicate existing and proposed lot drainage and grade
 - Indicate any areas that grade is to be filled or cut

Completed by

Date

Phone

**Street Tree
Requirements for
New Construction**

City ordinances require the planting of one street tree per street frontage for new construction of duplexes and single-family dwellings. Note that corner lots would require two street trees—one per frontage.

A \$300 fee per street frontage will be collected when a building permit is issued.

A request for a refund of the \$300 fee can be submitted when one of the following conditions have been met:

1. Retention of existing trees within the right-of-way;
2. Purchase and planting of one street per frontage at time of application of Certificate of Occupancy;
3. Purchase and planting of a street tree(s) within 6 months of issuance of Certificate of Occupancy.

The attached brochure outlines the ordinance requirement, provides information on selecting and planting trees, and includes an application for a refund of the fee.

The following information is needed for your property:

Property Address or Parcel Number:

Number of frontages _____

Signature:

Date: _____

Application for Refund

Contractors or homeowners can apply for refund at the time of application for Certificate of Occupancy. Homeowners have until six months after issuance of a C.O., to apply for a refund.

Property Location / Address

Refund to be mailed to:

Contractor (*name & address*)

Homeowner (*name & address*)

Signature _____

Date

Submit to:

City of Coeur d'Alene
Attn: Urban Forestry
710 E. Mullan Avenue
Coeur d'Alene, ID 83814



CITY OF COEUR D'ALENE

BUILDING DEPARTMENT

710 EAST MULLAN AVENUE
COEUR D'ALENE, IDAHO 83814 -3964
208-769-2267 – 208-769-2237 FAX

BUILDING PERMIT ADDENDUM – CONTRACTOR REGISTRATION EXEMPTION DECLARATION

Effective immediately the City of Coeur d'Alene **will not accept a building permit application** unless the applicant provides proof of contractor registration as required by Idaho Code 54-5209.

If you are exempt from the contractor registration you are required to:

- Complete the following addendum by indicating that you are exempt from the registration as provided by Idaho Code 54- 5205. **In order to complete the addendum you must identify the basis for your exempt status including a reference to the Idaho Code subsection creating the exemption.**

I certify, under penalty of perjury, that I am exempt from the contractor registration requirement of I.C. 54-5209.

I am exempt because _____, which is established as an exemption by I. C. 54-5205 _____.

List of exemptions [Idaho Statutes](#)

I understand that acting in the capacity of a contractor within the meaning of Idaho Code Chapter 54 Title 52 without a current registration with the Idaho Bureau of Occupation Licenses or without being exempt as defined by Idaho Code 54-5205, is a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000) or by imprisonment in the county jail for a term not to exceed six months, or both.

Name: (Please Print) _____

Signature: _____ Date: _____