



Sugar City

Building Permit Application

Quinton Owens, Building Inspector (208) 541-6400 qowens@sugarcityidaho.gov

Date of Application Received: _____

Permit# _____

OWNER

Name _____
Street Address _____
Mailing Address _____
City _____ State _____
Zip Code _____ Phone _____
Email _____ *

CONTRACTOR

Name _____
Street Address _____
Mailing Address _____
City _____ State _____
Zip Code _____ Phone _____
Email _____ *

ID Registration# _____

Architect/Engineering Firm _____ ID License# _____

Lot# _____ Block _____ Subdivision _____

Job Address _____

LEGAL DESCRIPTION (ATTACH COPY IF NECESSARY) _____

STRUCTURE: NEW REMODEL REPAIR ADDITION

Main Floor Area _____ 2nd Floor Area _____ 3rd Floor area _____
Garage Area _____ Unfinished Basement _____ Finished Basement _____
Number of Stories _____ Height of Building _____

What will structure be used for?(Include name of business, if applicable) _____

If used in Multiple Family Apartments/Units, how many? _____

Total Estimated Value _____

Building Type _____ Zone _____

Signature of Applicant _____

Date _____

FOR OFFICE USE ONLY:

BUILDING PERMIT FEES _____

PLAN CHECK FEES _____

WATER HOOKUP FEE _____

SEWER HOOKUP FEE _____

WATER METER COST _____

OTHER FEES _____

***Total Permit Fees:** _____ *

*** Total Utility Fees:** _____ *

We accept cash, check, money order, debit or credit card.

Make checks payable to the "City of Sugar City"

Please Issue Two Checks: 1. Utilities, 2. Permit Fees

GRAND TOTAL FEES PAID:

Signature of Building Inspector _____ Date _____

Issued by _____ Date _____

SUGAR CITY BUILDING PERMIT CHECK LIST

Building Permit # _____

1. The application is complete, including two (24"x36") copies of the plan(s), a drawing showing the size and location of existing buildings on the lot (site plan), and the location and dimensions of the proposed building(s) or alterations.
2. Please include a full Site Plan.
3. Digital copy of the plan(s) - clerk@sugarcityidaho.gov
4. The zoning district is identified - check City and Impact Area zoning regulations.
5. It is the owner's responsibility to establish lot lines or property lines and identify the street right-of-way width from recorded City or County records.
6. Setbacks are in conformity with the Ordinance, showing accurate lot lines which abut the street right-of-way. (The curb or edge of the street is not the lot line.)
7. Comer lots must also meet the frontage setback measurement on the side street.
8. Could *Averaging Setbacks* apply to this request? _Yes _No (If yes, refer to P&Z.)
9. An accessory building (shed, garage, shop) is not more than 20% of the rear yard excluding the street right-of-way.
10. Fences shall drop to three (3) feet if placed in front of a house. Special consideration is given to fences on a comer lot.
11. All impact area permits shall be approved by the Planning and Zoning Commission.
12. All requests shall adhere to Sugar City ordinances with special consideration being given to SUPPLEMENTARY CITY ZONING DISTRICT REGULATIONS and PERFORMANCE STANDARDS.
13. EXCAVATION IN CITY STREETS IS PROHIBITED WITHOUT SPECIFIC AUTHORIZATION. In the process of your building project, if it becomes necessary for you to excavate on City right-of-way or within City streets, you must first obtain an excavation permit from the City and post a bond or a security deposit which will be held until the street and right-of-way are restored to their previous condition. An excavation permit is also required for water and sewer connections if there is to be any excavation within the City right-of-way. In this case, the connection fee will serve as the bond and security deposit.
14. RES Check (energy audit)-energycodes.gov/rescheck
15. The owner will be charged an additional \$50.00 for each corrective inspection.
16. Approval of Madison County Fire Dept. for commercial facilities and subdivisions (see attachment).
17. Design review approval on all commercial and multi-family facilities located in all zones except RI and R2.

City Clerk

Date _____

Applicant

Date _____