

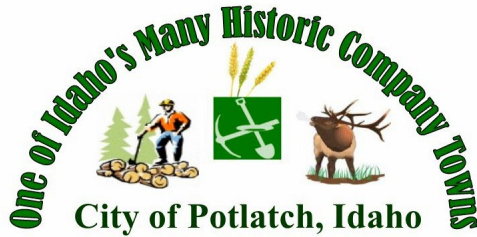


CITY OF POTLATCH

Deck Application

Application Submittal

Plans, applications and other written correspondence must be submitted electronically. Please ensure plans, application and checklist are complete to reduce the number of delays.
(If you need assistance or do not have digital plans, please contact our office)



BUILDING PERMIT APPLICATION REQUIREMENTS

Please ensure all documentation is complete prior to submission to avoid delays in the permitting process. *Permits will not be accepted unless all documentation is provided at the time of submission.*

To obtain a permit for new construction, the following items are required with the application. Idaho Code requires applications with missing information be deemed incomplete until all the required information has been submitted.

- **Complete submittal of the building permit application** including applicant information, contact information, contractor information, address or parcel number.
- **Signature:** The property owner(s) are required to sign the application.
- **Zoning approval** completed by City Clerk and/or Planning and Zoning Commission as necessary. The City Clerk will make sure all permit setbacks requirements are met and any zoning permits obtained (Conditional Use, Variance, Re-Zone, etc). City Clerk will confer with Potlatch Planning and Zoning Commission if more information is need regarding zoning permits and buildability of parcel.
- **Site plan** with an image of the parcel that includes distances from each property line, shows utilities, easements, infrastructure (water/sewer lines), and other structures/items on the parcel. See permit packet for more information.
- **Driveway plan** showing where the driveway will access the property and the drive to the structure as outlined in the permit application. Driveway plans can be included in the site plan.
- **Plans** demonstrating how the building will be constructed to code. Refer to the building permit application/checklist for items required for plan submittal. Typically, structures approved under the IBC and some structures under the IRC require plans designed and stamped by an Idaho licensed design professional (architect or engineer). Check with the Latah County Planning and Building office prior to designing your plans for required design standards. Once approved, plans must be printed to scale and available on site for the inspector.
- **Engineering documentation if required based on permit.** Stamped, signed, and dated by the engineer. All trusses are required to be engineered to meet the required snow load.

In addition to the above, please check each permit packet for additional requirements. Initial determination of completeness does not guarantee plan review or that additional information will not be needed during the plan review process.



BUILDING PERMIT APPLICATION

CITY OF POTLATCH

Leave blank or write in parcel number (if known) if no address has been assigned

↓ BP #

JOB ADDRESS:			
(number)	(road name)	(city)	(zip code)
IF NO ADDRESS HAS BEEN ASSIGNED OR DRIVEWAY LOCATION HAS CHANGED, A NEW ADDRESS IS REQUIRED			
Point of Contact: ☐ Owner ☐ Contractor ☐ Engineer/Architect ☐ Other:		Preferred Method of Contact: ☐ Text ☐ Phone ☐ Email	
OWNER:		Mailing Address:	
Phone:	Cell #:	Email:	
CONTRACTOR:		Mailing Address:	
Phone:	Cell #:	Email:	License #:
ENGINEER/ARCHITECT:		Mailing Address:	
Phone:	Cell #:	Email:	License #:
This building has: ☐ Plumbing ☐ Electrical ☐ None We will not schedule a framing inspection if you haven't submitted your state electrical and plumbing permit numbers to this office. Please get us these numbers as soon as they are issued.		Plumbing permit:	Electrical permit:
# Of Existing Dwellings on Parcel	# Of other structures on parcel	Uses on parcel:	
Please describe the type of work you will be completing and what this structure will be used for:			
<i>*Many types of structures are required to have plans stamped by a design professional. Please contact the Building Department prior to plan submittal for a determination.</i>			
Class of Work: ☐ New ☐ Addition ☐ Alteration ☐ Repair ☐ Move ☐ Change of Use		Approximate size of new structure:	
Authorization and Notice			
THE PERMIT APPLIED FOR WITH THIS APPLICATION BECOMES NULL AND VOID IF NO INSPECTION IS REQUESTED AND PERFORMED FOR THE WORK AUTHORIZED WITHIN 180 DAYS FROM DATE OF ISSUANCE AND/OR IF NO INSPECTION IS REQUESTED AND PERFORMED FOR A PERIOD OF 180 DAYS FROM THE MOST RECENT INSPECTION. THE COUNTY HAS NO RESPONSIBILITY TO MAKE YOU AWARE OF YOUR PERMIT'S EXPIRATION AND ANY NOTIFICATION YOU MAY RECEIVE IS A COURTESY; YOU ARE ACCOUNTABLE FOR THE PERMIT'S STATUS. I AGREE THAT PURPOSELY SCHEDULING AN INSPECTION MORE THAN 48 BUSINESS HOURS IN ADVANCE OF THE INSPECTION WAIVES MY RIGHTS PRESCRIBED UNDER IDAHO CODE SECTION 39-4117. FURTHERMORE, THIS PERMIT IS VOIDABLE AND MAY BE REVOKED BY THE COUNTY IF THERE IS ANY MISREPRESENTATION IN THIS APPLICATION, INCLUDING BUT NOT LIMITED TO MISREPRESENTING THE LOCATION OF THE PROPERTY LINES OR IF THERE IS A FAILURE TO PERFORM THE WORK AS REPRESENTED IN THE APPLICATION. BY SUBMITTING THIS APPLICATION, THE APPLICANT AND PROPERTY OWNER VOLUNTARILY CONSENT TO AND AUTHORIZE LATAH COUNTY STAFF AND CITY STAFF TO VISUALLY AND PHYSICALLY ASSESS AND DIGITALLY RECORD THE SUBJECT PROPERTY FOR PURPOSES OF APPLICATION REVIEW, INSPECTION, VERIFICATION, COMPLIANCE REVIEW, AND ENFORCEMENT OF APPLICABLE LAWS AND REGULATIONS. ANY VIOLATIONS OR UNLAWFUL CONDITIONS OBSERVED DURING LAWFUL ENTRY MAY BE INVESTIGATED AND ENFORCED IN ACCORDANCE WITH APPLICABLE LAW. REVOCATION OF CONSENT TO ENTER MAY BE GROUNDS FOR THE PERMIT TO BE WITHHELD, SUSPENDED, REVOKED, OR NOT RENEWED. THE APPLICANT/OWNER/CONTRACTOR ARE RESPONSIBLE FOR KNOWING THE LOCATION OF THE PROPERTY LINES AND FOR REPRESENTING THEM TO THE COUNTY ACCURATELY. THE COUNTY IS NOT RESPONSIBLE FOR KNOWING OR VERIFYING THE LOCATION OF PROPERTY LINES AND VERIFICATION OF SUCH IS NOT PART OF ANY INSPECTION CONDUCTED BY THE COUNTY. THE COUNTY RELIES ON THE APPLICANT/OWNER/CONTRACTOR'S REPRESENTATIONS REGARDING THE PROPERTY LINES TO CHECK SETBACKS, ENSURE THE STRUCTURE IS BUILT ON THE PROPERTY INDICATED AND FOR COMPLIANCE WITH CODES. IF THE OWNER/APPLICANT/BUILDER IS NOT AWARE OR UNSURE OF THE LOCATION OF THE PROPERTY LINES, THE OWNER IS RESPONSIBLE FOR PROCURING A SURVEY TO LOCATE THE PROPERTY LINES. THE APPLICANT OR OWNER IS RESPONSIBLE FOR ANY DAMAGES THAT MAY ARISE FROM ANY MISREPRESENTATION ON THIS APPLICATION OR ON ANY PROPERTY. COMMENCEMENT OF CONSTRUCTION PRIOR TO THE ISSUANCE OF A BUILDING PERMIT OR IN VIOLATION OF ANY CODE, IS DONE WITH THE UNDERSTANDING THAT ALL WORK WILL BE REMOVED, AND PROPERTY CONDITIONS MAY BE REQUIRED TO BE RESTORED, IF A PERMIT IS NOT ISSUED OR IF IT IS REVOKED, AND THAT IF A PERMIT IS ISSUED THE PERMIT SHALL BE SUBJECT TO ADDITIONAL FEES. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER FEDERAL, STATE OR LOCAL LAW.			
I HEREBY CERTIFY THAT I HAVE READ, EXAMINED, AND UNDERSTAND THIS APPLICATION AND NOTICE AND CERTIFY THIS APPLICATION TO BE TRUE AND CORRECT.			
a. Signature of Property Owner* (required)	b. Date	c. Signature of Applicant (if different than property owner)	d. Date
a. Signature of Contractor	b. Date		

OFFICE USE ONLY

Verified and Approved Zoning

Date:

Please include any land use applications or zoning approvals

Directions:

1. Fill in the blanks in the worksheet below and include dimensions and materials used.
2. Use the check boxes in the worksheet to specify which details (page 3) will be used.

Deck Section

Size and Spacing of Lags
(example: Two 1/2"x 4 1/2" lags @ 16" O.C.)

Type of decking _____ x _____
(example: 1 x 4 or 2 x 6 - Trex)

2x _____ joists spaced _____" apart
(example: 2 x 10" spaced 24" apart)

Beam Span _____

() x _____ beam
(example: (2) 2 x 10 - see detail B)

2x _____ rim joist
(example: 2 x 10 - see Alternate B1 & B2)

_____ x _____ posts spaced _____ apart
(example: 4 x 4 posts spaced 8' apart)

Span _____
(example: 13' - 4")

Joist Span _____

Height of Deck (Above Grade) _____

Size of Footing _____

Deck Section

Existing bldg.

Electrical outlet required on decks

Approved flashing required

36" high guard with balusters spaced so that a 4 inch diameter sphere cannot pass through

Beam splices to occur over posts with 1 1/2" bearing

Attach decking with non corrosive fasteners

Detail AA
(See page 4)

Detail A
(see page 3)

Check one

☐ Detail B

☐ Alternate Detail B1

☐ Alternate Detail B2
(see page 3)

Conditions such as attachment to cantilevers or veneers may require Engineer's approval

Span

6 Ft. 8 in. min. (see note)

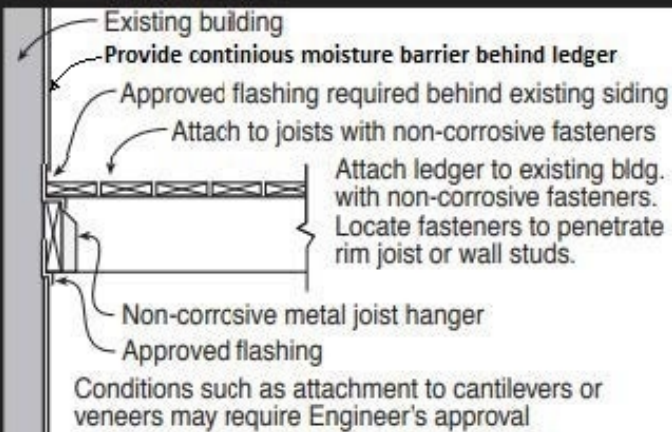
Detail C
(see page 3)

Finished grade

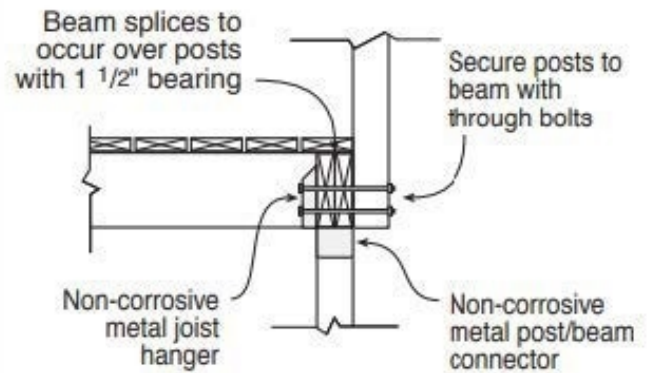
Note: Emergency escape windows are allowed to be installed under decks and porches provided the location of the deck allows the emergency escape window to be fully opened and provides a path not less than 36" in height to a yard or court. 6'8" required for walk out basements or patios.

30 Inches Min.

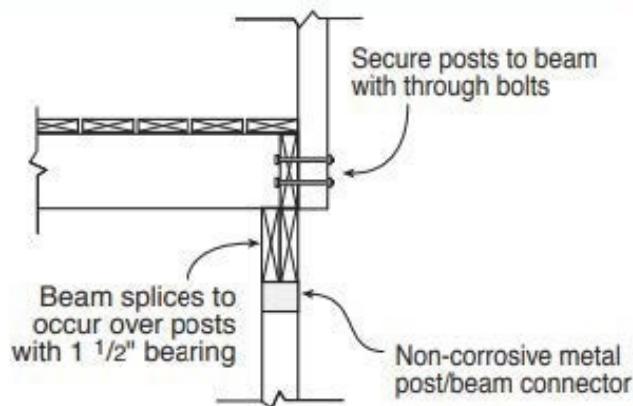
Detail A



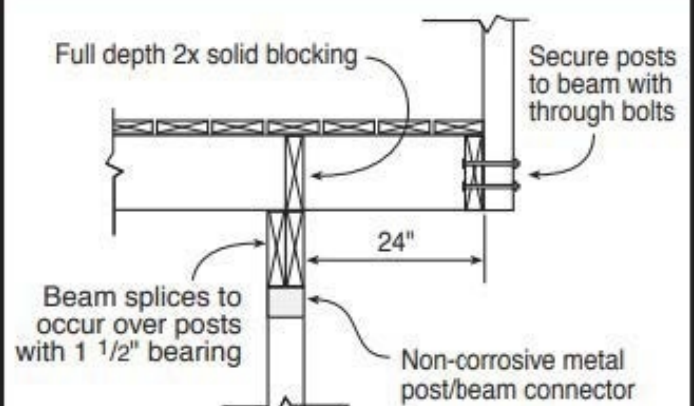
Detail B



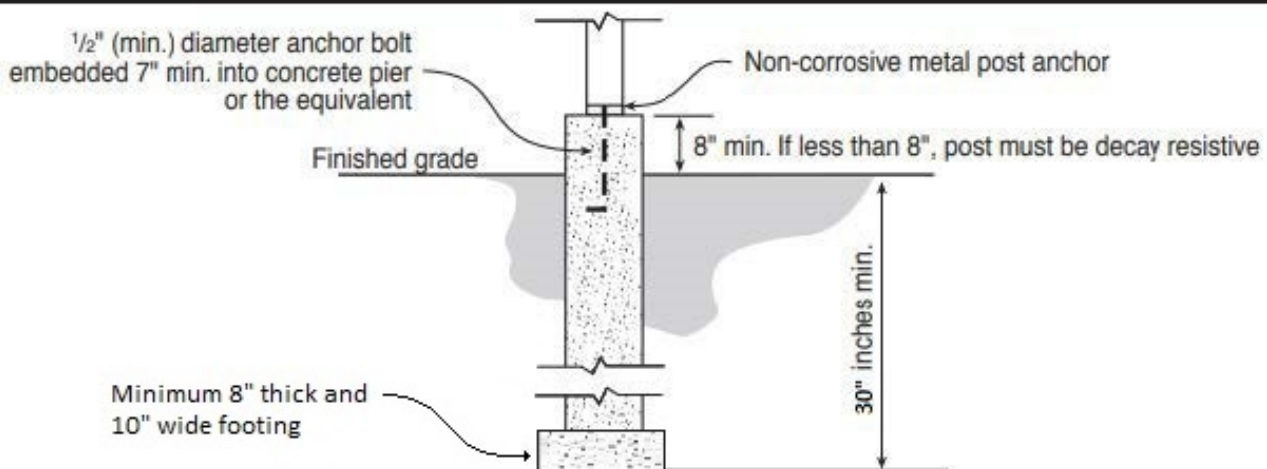
Alternate Detail B1



Alternate Detail B2

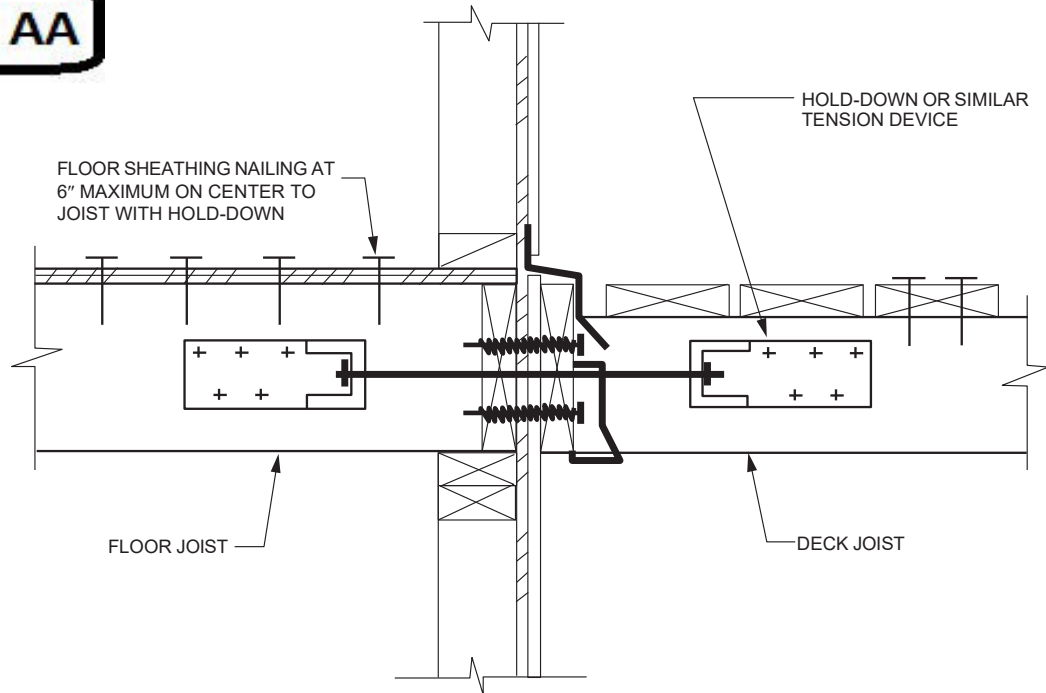


Detail C



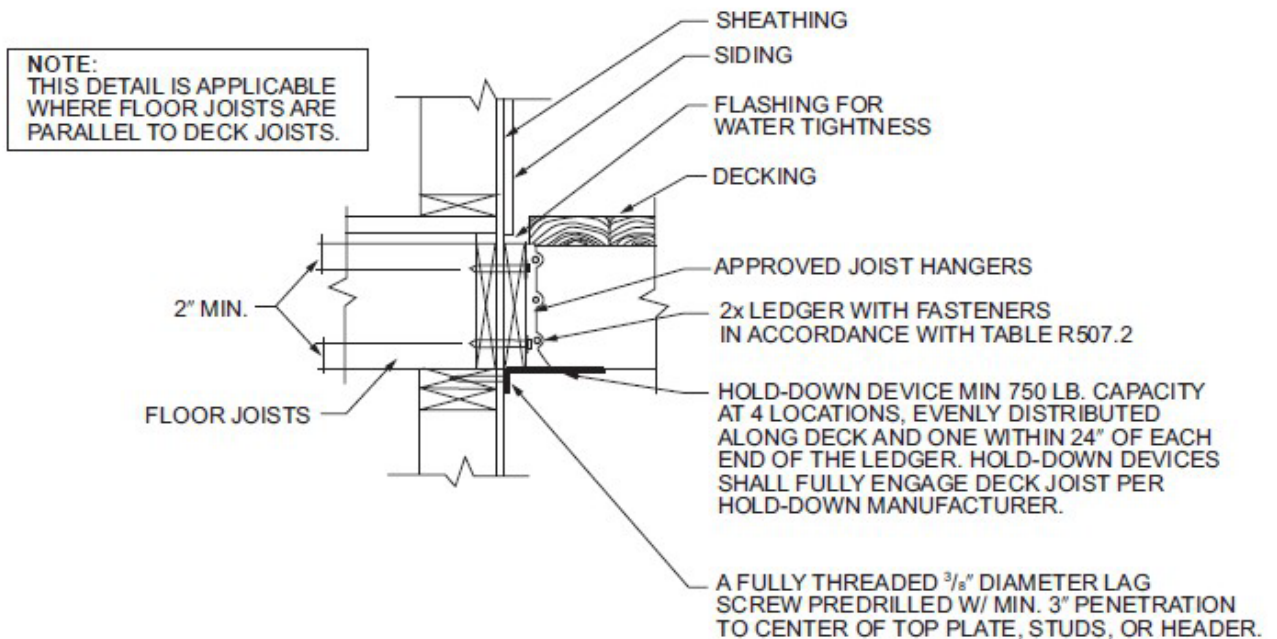
Lateral Hold Down Tension Device

Detail AA



For SI: 1 inch = 25.4 mm.

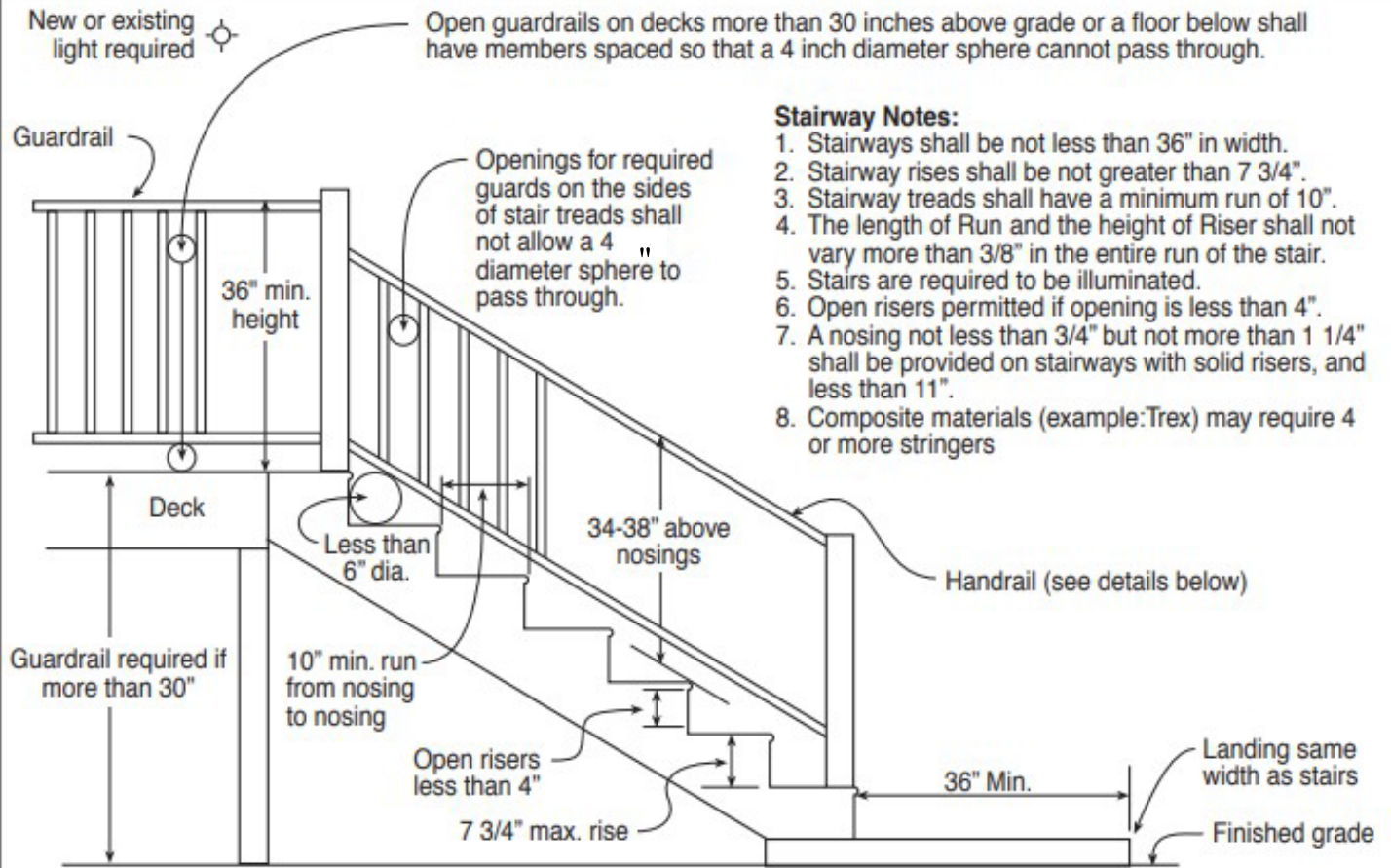
FIGURE R507.9.2(1)
DECK ATTACHMENT FOR LATERAL LOADS



For SI: 1 inch = 25.4 mm, 1 foot = 304.8 mm.

FIGURE R507.9.2(2)
DECK ATTACHMENT FOR LATERAL LOADS

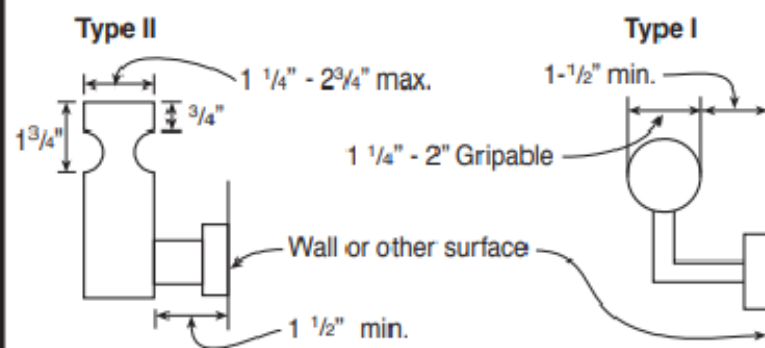
Stair & Handrail Specifications



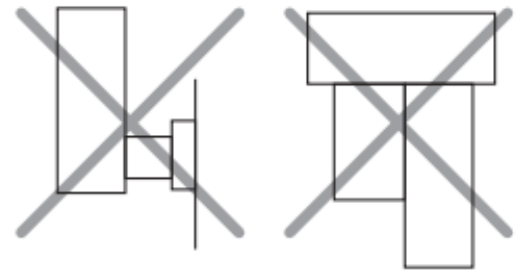
Stairway Notes:

1. Stairways shall be not less than 36" in width.
2. Stairway rises shall be not greater than 7 3/4".
3. Stairway treads shall have a minimum run of 10".
4. The length of Run and the height of Riser shall not vary more than 3/8" in the entire run of the stair.
5. Stairs are required to be illuminated.
6. Open risers permitted if opening is less than 4".
7. A nosing not less than 3/4" but not more than 1 1/4" shall be provided on stairways with solid risers, and less than 11".
8. Composite materials (example: Trex) may require 4 or more stringers

Acceptable Handrail Details



Unacceptable Handrails



NOTE:

1. Handrails shall be continuous on at least one side of stairs with 4 or more risers.
2. Top of the handrails shall be placed not less than 34 inches nor more than 38 inches above stair nosings.
3. The hand-grip portion of handrails shall be not less than 1-1/4 inches nor more than 2-1/4 inches in cross section for non circular handrails.
4. Handrails shall be placed not less than 1-1/2 inches from any wall or other surface
5. Handrails to be returned to wall, post, or safety terminal (per 311..8.2 IRC).