



BOUNDARY COUNTY PLACEMENT PERMIT APPLICATION

File #:

P.O. Box 419, Bonners Ferry Idaho 83805 · Phone: (208) 267-7212

Structure Type:	Residential ☐	Commercial ☐	Industrial ☐
Structure Use:	Primary ☐	Accessory ☐	ADU – Accessory Dwelling Unit ☐

LANDOWNER/PROPERTY INFORMATION:

Landowner:	Phone #:	Email:		
Mailing Address:	City:	State:	Zip:	
Site Address:	Subdivision:	Lot #:	Block #:	
Parcel Number:	Section:	Township:	Range:	Acres:
Contractor/Representative:			Phone #	
Contractor Address:			Email:	
IS NEW ADDRESS NEEDED? Yes ☐ No ☐		Street Name:		

DESCRIPTION OF THE PROPOSED WORK:

TYPE OF USE/WORK:	Single-family dwelling ☐	Multi-family dwelling ☐	Garage/shop ☐	Other: _____ ☐		
CONSTRUCTION:	Frame ☐	Mobile ☐	Modular ☐	Log ☐	Manufactured ☐	Other: _____ ☐
STRUCTURE DETAIL:	1 st Floor sq. ft.:		2 nd Floor sq. ft.:		Basement:	
	Attached Garage sq. ft.:			Other building sq. ft.:		
SETBACKS:	Front:		Rear:		Side:	
UTILITIES:	Water: Well ☐ Assn./District _____ ☐			Electric: BF ☐ NLI ☐		
	Sewer: BF ☐ Septic ☐			Fire District: _____		
EXPECTED START DATE:			EXPECTED OCCUPANCY DATE:			

PLEASE NOTE: The applicant is required to update this application information with Boundary County if any changes are made to the structure or footprint.

TO BE COMPLETED BY COUNTY:

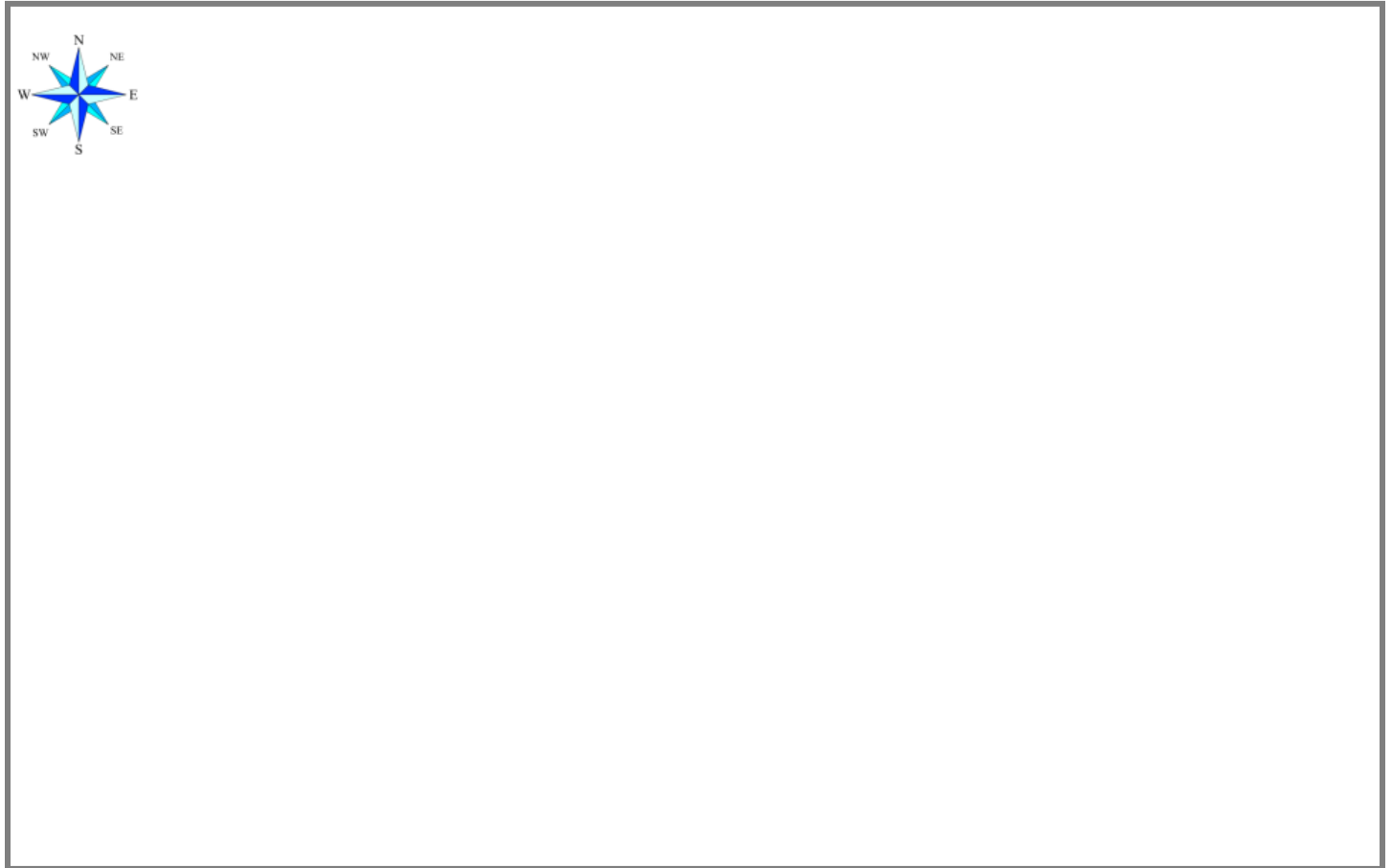
Zone District:	Overlay Zones:	☐ Airport ☐ Flood	☐ Wetland ☐ None	☐ Bonners Ferry ACI ☐ Moyie Springs ACI	Received:
Floodplain:	Panel #:	Development Permit #:			Receipt #:

REQUIRED MAP DETAILS:

Please mark the following components as completed:

- | | |
|--|---|
| ☐ Dimensions of property lines | ☐ Structure dimensions |
| ☐ Locations of all proposed & existing structures | ☐ Structure setbacks from all property lines |
| ☐ Driveway location, width, intersection, road name | ☐ Easements (including utilities, ingress/egress routes) |

SITE SKETCH: Use subdivision map or assessor map to draw property details. A separate at-scale drawing may be submitted.



COUNTY RESOURCE CONTACTS	ADDITIONAL NON-COUNTY RESOURCES
County Road Access Permit: (208) 267-3838	State Highway, Approach Permit: (208) 772-1297
Addressing Coordinator: (208) 267-1402	Septic Permit, Contact; Panhandle Health (208) 267-5558
Parcel Information and Mapping: (208) 267-3301	Wells, Idaho Dept of Water Resources: (208) 762-2800
Zoning Permits, Planning & Zoning: (208) 267-7212	Idaho Division of Occupational and Professional Licensing: (208) 334-3233
KEY REFERENCE LINKS	-Plumbing Permit
https://boundarycountyid.org	-Electrical Permit
	-Mechanical/HVAC Permit
https://dopl.idaho.gov	Wetland / Waterway Joint Permit, Contact USACE: (208) 433-4464
https://panhandlehealthdistrict.org	Stormwater, Idaho DEQ: (208) 769-1422, (877) 370-0017

REQUIRED FLOOR PLAN DETAILS:

Please mark the following components as completed:

- ☐ Exterior dimensions
☐ Windows, doors

- ☐ Interior layout, labeled as to use
☐ Total square footage per floor

*If the layout is complex (such as multi-level or more than 5 rooms) attach the floor plan/blueprint to application and email jmaynard@boundarycountyid.org

FLOOR PLAN - Attach a separate sheet if needed.

The information provided in this application will be submitted to the Assessor's Office. Incomplete or inaccurate information may affect the property tax assessment.

AMENITY	DESCRIPTION				
FOUNDATION	☐ Crawl Space	☐ Slab	☐ Basement	☐ Post & Pier	☐ Other:
EXTERIOR SIDING	☐ Smart Side	☐ Hardie/Cement Fiber	☐ Metal	☐ Wood	☐ Other:
ROOF COVERING	☐ Comp Shingle	☐ Metal	☐ Tile		☐ Other:
HEATING	☐ Forced Air	☐ Heat Pump	☐ Radiant	☐ Cadets or BB	☐ Other:
SOURCE	☐ Nat Gas	☐ Propane	☐ Electric	☐ Hydro	☐ Other:
COOLING	☐ Forced Cool	☐ Central Air	☐ Package Unit		☐ Other:
FLOORING	☐ Laminate	☐ Hardwood	☐ Tile	☐ Carpet	☐ Other:
	Estimate flooring in dwelling by percentage (e.g., Laminate 75%, Carpet 25%). _____				
# OF BEDROOMS	☐ Basement	☐ 1 st Floor	☐ 2 nd Floor	☐ 3 rd Floor	
# OF BATHROOMS	☐ Basement	☐ 1 st Floor	☐ 2 nd Floor	☐ 3 rd Floor	
KITCHEN	☐ Dishwasher	☐ Range/Oven	☐ Built-in	☐ Microwave	☐ Disposer
ADDITIONAL	☐ Wood Stove	☐ Fireplace	☐ Jacuzzi Tub	☐ Walk-in Shower	☐ Garden Tub
ADDITIONAL UPGRADES:					

REQUIRED:

APPLICATION CHECKLIST:			
COPY OF DEED:	☐ Attached	APPLICATION FEES:	☐ Attached
SITE SKETCH AND FLOOR PLAN:	☐ Attached	APPROACH PERMIT:	☐ Attached or Application number: _____

A placement permit cannot be issued without a final approach permit issued by Boundary County Road & Bridge, Idaho Transportation Department (ITD), or US Forest Service (USFS). To discuss your approach requirements, please contact **Road & Bridge at (208) 267-3838, ITD at (208) 772-1297, or USFS at (208) 267-5561.**

DRIVEWAY MARKER:	
ROAD NAME:	DESCRIBE MARKER:
WHERE IS IT LOCATED:	DATE PLACED:

DRIVEWAY MARKING:

- Place driveway markers next to the road.
- Mark center of driveway or both sides of the driveway.
- Write applicant's name on the driveway markers.
- Marker should be visible to a person visiting the site for the first time.

BOUNDARY COUNTY ADDRESSING PROCEDURES:

- Structures, not parcels, are addressed
- Driveways are a precise number of feet from the beginning of the road (numbered in one thousandths of a mile)
- Boundary County Road & Bridge obtains the GPS point of the center of the driveway.
- Mapping uses that GPS point to map the driveway and structure on the map.
- 911 Emergency Services will look for the driveway at the addressed distance, then look for the structure where applicant has indicated on the application. Accuracy is important!

FOR COMMERCIAL/INDUSTRIAL PERMITS:

TYPE OF BUSINESS:	☐ Service	☐ Retail	☐ Wholesale	☐ Manufacturing	☐ Other:
DESCRIBE BUSINESS:					
PRIMARY DAYS/HOURS OF OPERATION:					
EST. AVERAGE VEHICLE TRAFFIC PER DAY:	CUSTOMERS:		EMPLOYEES:		SERVICE:
EXPECTED COMPLETION DATE:			EXPECTED OCCUPANCY DATE:		
SHOW THE FOLLOWING ON SITE SKETCH:					
☐ Location, dimensions of existing and proposed structures, storage areas, and loading areas			☐ Distances from structures, storage areas, and parking areas to perennial streams, lakes and/or ponds		
☐ Number and location of off-street parking spaces			☐ Location of any adjacent public roads or access easements		
☐ Distances from structures to property lines			☐ Location, dimensions, and type of any signs and exterior lighting		

Applicant's Statement: I, the undersigned, understand that this Placement Permit is issued for the sole purpose of compliance with the land use requirements, including structure setbacks, consistent with the adopted Planning and Zoning Ordinance. I further understand that Boundary County assumes no liability for the safety of buildings or structures, nor the practices or materials used in the actual construction of buildings or structures. I further understand that this Placement Permit in no way relieves my obligation to comply with the applicable laws of the State of Idaho related to building construction, including the requirements for Electrical, Plumbing, Mechanical, and Septic Tank Permits. I further understand that this Placement Permit in no way abrogates any covenants or restrictions that may exist privately upon the subject property.

LANDOWNER SIGNATURE: _____ **DATE:** _____