



NO. \_\_\_\_\_

\_\_\_\_\_  
FILING DATE

**SETTING APPLICATION AND PERMIT**

\_\_\_\_\_  
Contract or Registration Number

To City of Grace, Grace, Idaho.

I, \_\_\_\_\_ hereby make application to construct a \_\_\_\_\_

\_\_\_\_\_  
(Shed, House, Fence, etc.)

At \_\_\_\_\_

(Address)

In accordance with Zoning Ordinances, said building is to be constructed upon

Lot No. \_\_\_\_\_ Block and Street No. \_\_\_\_\_ in \_\_\_\_\_

Addition to City of Grace, Idaho.

Use District \_\_\_\_\_

Zone

**PLOT PLAN**

**ATTACHED SHEET**

Comments:

Approved By: \_\_\_\_\_  
Superintendent Date

Approved By: \_\_\_\_\_  
County Building Inspector (If Applicable) Date

Estimated Cost: \_\_\_\_\_ Sign Here X \_\_\_\_\_

Receipt No. \_\_\_\_\_ Address \_\_\_\_\_

Manufactured Home Inspection Fee: \_\_\_\_\_ Phone No. \_\_\_\_\_

Setting Fee: \$ \_\_\_\_\_ New Address: \_\_\_\_\_

**Fees Must Accompany Application**

**Permit will not be considered without all property boundaries and all building dimensions existing and proposed (See attached guideline list).**

**THIS APPLICATION IS VALID FOR A PERIOD OF 12 MONTHS**

PLOT PLAN ATTACHMENT PERMIT NO. \_\_\_\_\_

North

West

East

South

EXEMPTIONS FROM  
STATE CONTRACTOR REGISTRATION

As of January 1, 2006 the City of Grace can no longer issue zoning permits to anyone without a current State Contractor's Registration number or declaration of exemption from the Idaho Contractor Registration Act.

(This list is a summarization of Idaho Code Title 54 Chapter 5205, for full definitions of these exemptions please see the State's website at [www.ibol.idaho.gov/cont.htm](http://www.ibol.idaho.gov/cont.htm))

Please check the definition that exempts you:

- Currently State licensed pursuant to Title 54 Idaho Code, Chapters:
  - 3 Architects,
  - 10 Electrical Contractors/Journeyman,
  - 12 Engineers/Surveyors,
  - 19 Public Works Contractors (exempt from fee only, registration req.)
  - 26 Plumbing/Plumbers,
  - 45 Public Works Construction Management Licensing Act (exempt from fee only, registration req.), or
  - 50 Installation of heating, ventilation, and air conditioning systems.
- Employee or volunteer of a licensed contractor or part of an educational curriculum or nonprofit charitable activity with no wages or salary
- Employee of US Government Agency (State, City, County, or other municipality)
- Public Utility doing construction, maintenance, or development to its own business
- Involved with gas, oil, or mineral operations
- Supplier doing no installation or fabricating
- Contracting a project or projects with a total cost less than \$2000
- Operation of a farm or ranch or construction of agriculture buildings exempt from Idaho Building Code
- Any type of water district operations
- Work in rural districts for fire prevention purposes
- Owner who performs work on own property or contracts with a registered contractor to do work as long as the property is not for resale within 12 months
- Owner or lessee of commercial property performing maintenance, repair, alteration or construction on that property
- Real estate licensee/property manager acting within Idaho Code
- Engaging in the logging industry
- Renter working on the property where they live with property owner's approval
- Construction of a building used for industrial chemical processing per Idaho Code
- Construction of a modular building (defined by Idaho Code) to be moved out of state

I hereby certify that I am exempt from registration as indicated above and the above information is true and correct to the best of my knowledge.

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Signature

Date

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Printed Name

**CITY OF GRACE**  
**Setting Permit Guidelines**

In order for the City of Grace to properly act on your Setting permit, the following guidelines have been prepared:

**PLEASE BE A RESPECTFUL NEIGHBOR AND NOTIFY OTHERS OF YOUR BUILDING PROJECT TO PREVENT ANY POSSIBLE PROBLEMS.**

FOR REVIEW, SETTING PERMIT MUST BE FILED AT CITY HALL WITH THE GRACE CITY STAFF

COMPLETE ALL OF THE FOLLOWING ITEMS ON YOUR PERMIT:

1. Type of project.
2. Lot, Block, Street No. and Addition where project is located. (Lot and block information can be found on your tax assessment and additional information can be obtained at city hall).
3. Your name and address where project is located.
4. Your mailing address and phone number.
5. New address of project if applicable (for new homes, etc. the address will be assigned through the county and will require an application & \$300.00 fee being submitted to the county. You should receive an application of address with the permit if applicable, if not they are available at city hall).
6. Estimated cost of project.
7. As per State Law 54-4201, you are required to provide a Contractor Registration Number on your permit. If you are doing the work yourself the city requires you to fill-out, sign and date an exemption waiver. (Major Building)
8. Complete diagram drawn to scale showing dimensions of all buildings in relation to property lines, dimensions of the property, dimensions of all existing structures, and dimensions of the new construction and height of construction (see attached diagram example). All drawings shall be drawn to scale. **IF THE DIAGRAM IS NOT COMPLETE THE CITY STAFF WILL NOT ACT ON THE PERMIT.**
9. If the property is not owned by the person who has obtained the permit, then the owner's name and signature must be included on the permit to show proof that they are aware of the changes being made.
10. Expiration of Permits: 3-4-3 (C) 5) the fact that said permit shall expire and may be revoked if work has not substantially begun within one year. (Ord.207, 3-17-1987; and Ord. 274, 3-5-2008). 3-4-5: Expiration of Permit: All setting permits shall expire one year after issuance unless substantial work has been completed. (Ord. 207, 3-17-1987; and Ord. 274, 3-5-2008).

11. Substantial Completion Guidelines to be used are as follows:
  - Height-roof on
  - Setbacks-items that could impact restrictions
  - Property covered-footprint-no more than 35%
  - Off street parking requirements
  - Walls, windows, steps, doors completed
  - All temporary construction buildings removed
  - Fences and Landscape Projects-height & lay out established  
(Resolution 171-05-01-2013)

THE FOLLOWING ORDINANCES RELATE TO R-1 (Single Family Residential) ZONE:

1. All new homes will pinned and surveyed before construction begins.
2. All structures and/or additions must follow city regulations. STRUCTURE = Anything constructed or erected, except fences not exceeding three feet (3') in height, which requires permanent location on the ground or is attached to something having location on the ground.
3. Building height not to exceed thirty feet (30').
4. Front yard: No building shall be erected nearer than twenty-five feet (25') from the right of way line of the street. Set back front yard: No closer than twenty-five feet (25').
5. Setback side yard: No closer than five (5') feet to property line, ten (10') feet in the Agricultural Zone. Nothing can encroach on this five feet i.e. window wells, steps, bay windows, eaves.
6. Setback rear yard: Have a depth of not less than twenty feet (20'), all out buildings having a setback of five feet (5').
7. Corner lots shall maintain a twenty foot (20') side yard.
8. Minimum lot size is 9000 sq. feet and lot front width not less than seventy-five feet (75') unless restrictive covenants of subdivision supersede this rule.
9. Not more than 35% of the lot area may be covered by buildings. (It is up to the property owner to provide evidence of this).
10. The only temporary buildings allowed are those used for construction purposes for a period of not to exceed one year.
11. Off street Parking: 1. For each single-family residence, two (2) spaces as defined in section 3-5-5 of this title, sufficient in size for a garage or carport. 2. For other uses in the R-1 zone refer to subsection 3-2-1 (G) #10 of this title. (Ord. 207, 3-17-1987)
12. Section 9: city code 3-2-1(D) 2. Fences, walls, and hedges are permitted in any required yard or along the edge of any yard to a height of six feet (6'), provided that no fence, wall, or hedge along the sides or front edge of any front yard shall be over three feet (3') in height. On a corner lot in any residential district, nothing shall be erected, placed planted, or allowed to grow in any such manner as to materially impede vision between a height of three feet (3') and ten feet (10') above the centerline grades of intersecting streets bounded by the property lines of such corner lots on a line joining points along said property lines for thirty feet (30'). Prior to the installation and construction of

fence or wall along a property line, the owner shall first obtain and submit to the City of Grace, together with the Owner's Application for Setting Permit, a Property Boundary document signed by the adjoining property owners agreeing to the property line. If there are existing survey markers, they may be used by the property owner. If the property line cannot be agreed upon by the property owners, and a survey does not presently exist, a survey of the property line or lines along which said fence or wall is to be constructed shall be prepared by a professional land surveyor licensed to practice in State of Idaho, and the surveyor shall cause said property to be staked and marked in accordance with Idaho law prior to any fence or wall construction.

MANUFACTURED HOME GUIDELINES:

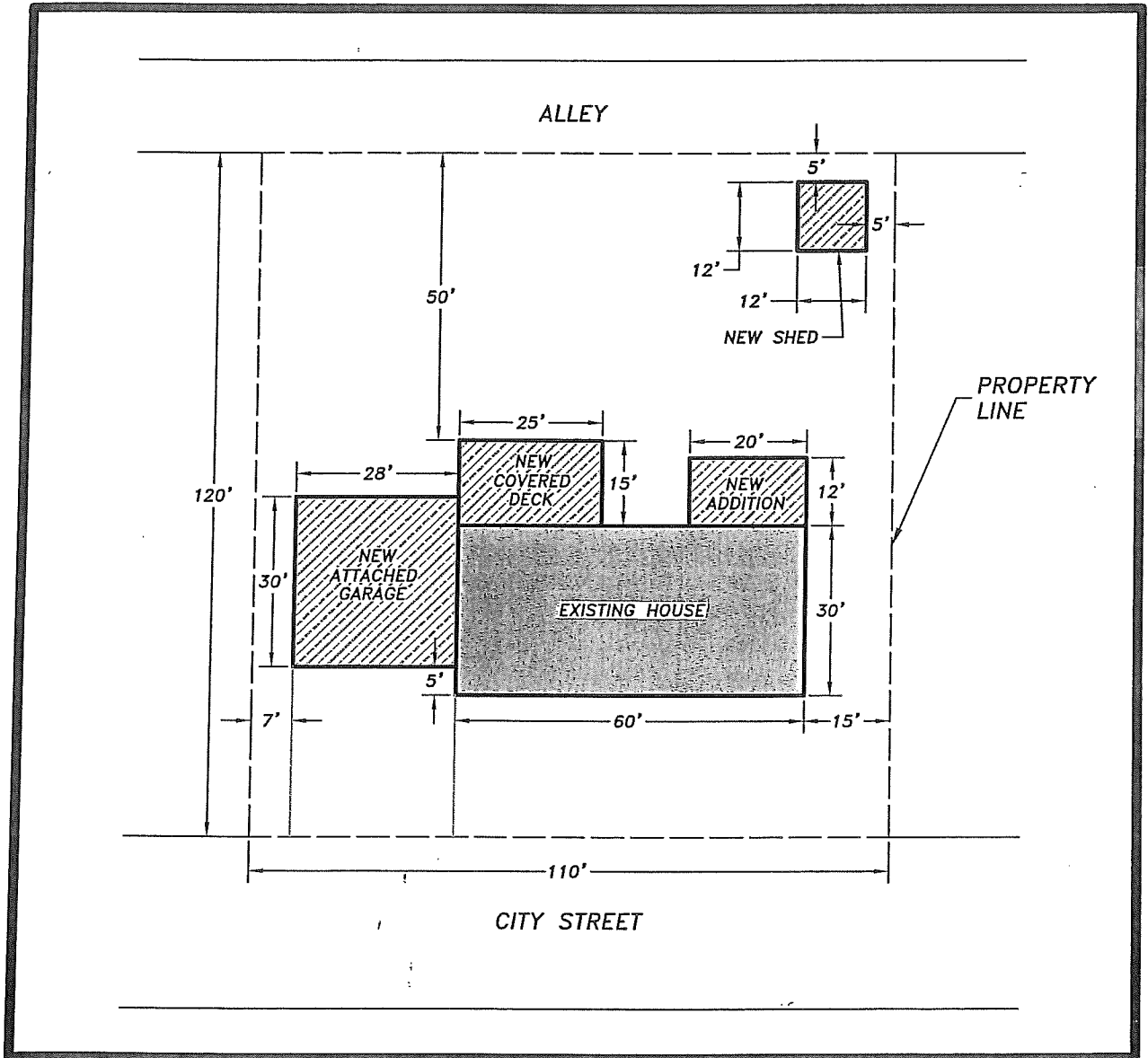
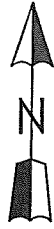
Per Grace City Code 4-2-1 all manufactured homes which are installed within the city will require a \$100.00 inspection set-up fee. The homeowner must confer with the inspector prior to commencing location of the manufactured home to determine the inspection schedule. Blake Poulson, building inspector for the City of Soda Springs, is the manufactured home inspector for the City of Grace and you may reach him at 208-221-4898 to schedule the inspections. (Please be patient with the inspector as he can only do the inspections before or after his regular working hours for the City of Soda).

IT IS THE RESPONSIBILITY OF THE PERSON OBTAINING THE PERMIT TO BE SURE THAT ALL INFORMATION IS PROVIDED. IF THE PERMIT COMPLIES WITH THE CITY ZONING ORDINANCES, THE CITY OF GRACE WILL RECOMMEND THE PERMIT BE APPROVED. THE CITY STAFF WILL OFFICIALLY ACT ON THE PERMIT AT THE TIME OF FILING.

Setting permits are required for playground equipment valuing over \$500.

The following items may be constructed on properties within the City without the necessity of the owner or occupant of the property obtaining a setting permit:

- Concrete flat work for patios, sidewalks and driveways.
- Playground equipment that is less than 120 square feet in size
- Propane tanks.
- Bay windows and awnings not extending beyond the eaves of the house.
- Temporary snow fences.
- Trampolines.
- Dog houses.
- Clothesline.
- Free standing yard lights and poles.
- Flag poles.
- Prefabricated swimming pools and hot tubs. (Supporting structures such as gazebos or Decking will still require a setting permit)
- Safety handrails on existing structures. (Handrails will have to be included within a zoning permit on a new construction).



SCALE: 1 INCH = 30 FEET

EXAMPLE DRAWING