



Building Pre-Application

The following information may not be required for ALL building permit applications, but please complete the areas, which pertain to your project. This is an application, **NOT** a building permit. No construction can begin until a building permit is issued. Commercial construction or new construction, such as a house, requires **TWO SETS OF PLANS** from the contractor and a **SITE PLAN** which must show boundaries and dimensions, proposed and existing structures, setbacks, roads, parking, sewer/septic facilities, and other pertinent information.

OWNER'S NAME: _____ PHONE: _____

MAILING ADDRESS: _____ CITY: _____ ZIP: _____

APPLICANT/CONTRACTOR: _____ PHONE: _____

CONTRACTOR REGISTRATION NUMBER: _____

MAILING ADDRESS: _____ CITY: _____ ZIP: _____

SITE ADDRESS: _____ TAX PARCEL # _____

LEGAL DESCRIPTION: LOT _____ LOT SIZE _____ BLOCK _____

ADDITION (IF APPLICABLE): _____

TOTAL SQUARE FOOTAGE OF BUILDING: _____ HEIGHT: _____

OF EXISTING BUILDINGS ON LOT: _____ USE OF BUILDING: _____

CLASS OF WORK:

NEW ___ ADDITION ___ ALTERATION ___ MOVE ___ REMOVE ___

PURPOSE OF PERMIT: _____

(You may attach a copy of the legal description if necessary)

MOBILE HOME INFORMATION: YEAR _____ MAKE _____ SIZE _____

* All entities marked below must be contacted for approval prior to the issuance of a building permit. Please call the appropriated phone number listed to make an appointment.

REQUIRED APPROVAL	CONTACT	DATE	SIGNATURE
BUILDING DEPARTMENT	MARK MAGNUS (208) 783-9131		
FLOOD PLAIN	MARK MAGNUS (208) 786-9131		
PLANNING & ZONING	MARK MAGNUS (208) 786-9131		
SHOSHONE COUNTY FIRE DEPARTMENT #2	MARK AAMODT (208) 784-1188		
TRAFFIC SAFETY	DAVE WUOLLE (208) 784-1131		
CENTRAL SHOSHONE WATER DISTRICT	CHAD NELSON (208) 786-9141		
PANHANDLE HEALTH DISTRICT	ANDY HELKEY (208) 783-0707		
SUPERINTENDENT OF PUBLIC WORKS	CRAIG LEWIS (208) 784-5595		
SOUTH FORK SEWER DISTRICT	JOE CLOSE (208) 753-8041		
AVISTA	ALLISON BLALACK (208) 786-6931		
DEPARTMENT OF WATER RESOURCES	KEITH FRANKLIN (208) 769-1450		
SUDDEN LINK	(208) 752-1151		
WILLIAMS PIPELINE	AUDIE NEWSON (509) 465-3326		

I HEREBY ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND THAT THE ABOVE INFORMATION AND STATEMENTS I HAVE MADE ARE CORRECT. I AGREE TO COMPLY WITH ALL ORDINANCES AND STATE LAWS REGULATING BUILDING CONSTRUCTION.

**Sign Name: _____ Date: _____

Comments: _____

City of Kellogg Building Department
 1007 McKinley Avenue
 Kellogg, Idaho 83837
 208-786-9131 (F) 208-784-1100
<https://kellogg.id.gov>