



Building Permit # _____

Application for Tribal Building Permit

Document Checklist:

- ☐ Application
- ☐ Deed, Lease and/or TSR
- ☐ Construction Documents (ie. Design plans, blueprints, submittals)

Process:

- 1) **Submit Application:** Completely fill out application, include all necessary document and appropriate fee(s), and return to the Land Use Department Building Official.
- 2) **Site Evaluation:** The Building Official or representative will contact the applicant to schedule a site evaluation. A site evaluation consists of a minimum of 15 minutes within the property boundaries to determine the feasibility of the intended use.
- 3) **Design Plan:** The Building Official will review the contractors' plans and that everything is received along with any findings and a recommendation from the Building Official will be given to the Land Use Policy Commission.
- 4) **Submission to Land Use Policy Commission:** When Building Permit Application is received by the Commission for review. A permit will be issued or a letter issued for further documentation before permit will be issued.
- 5) **Permit Issuance:** Applicant/Contractor is notified to pick up permit. Permit is given to the Contractor along with any conditions set forth by the Building Official and/or Commission. **Construction can then begin.**
- 6) **Inspections:** Applicant/Contractor will notify the Building Official to set up all inspections with 24 hour notice.
- 7) **Final Inspection:** When construction is completed and Final Inspection is passed a Certificate of Occupancy will be issued to the Applicant. **It is illegal to occupy or use a building for which a permit is required until a Certificate of Occupancy is issued by the Land Use Department Building Official.**
- 8) **Application valid for six (6) months unless working on project.**

Remember:

- Appropriate fee(s) must be submitted with completed application along with all required documents.
- No changes to the Building Permit can be changed or altered without the prior approval of the Commission.
- CONTACT BUILDING OFFICIAL FOR ALL INSPECTIONS A. BRIAN HOOD 208-478-3733

FEES:	\$30.00	Administration FEE	Paid:\$ _____	Receipt #: _____	Date: _____
	\$ _____	Structural FEE	Paid:\$ _____	Receipt #: _____	Date: _____
	\$ _____	Modification/Change	Paid:\$ _____	Receipt #: _____	Date: _____
	\$50.00	Moving Permit	Paid:\$ _____	Receipt #: _____	Date: _____
	\$150.00	Foundation Manufactured Home	Paid:\$ _____	Receipt #: _____	Date: _____

Total Valuation Fee will be used to determine Structural Fee as set by the Building Permit Fee Schedule. All modifications and change orders must be submitted and attached to Building Permit. Structural Fee will be adjusted per modification.

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Building Permit Type

Please select Permit Type

- ☐ Assembly ☐ Business ☐ Educational ☐ Factory & Industrial ☐ High Hazard ☐ Institutional
☐ Mercantile ☐ Residential ☐ Storage ☐ Utility & Misc. ☐ Excavation/Grading ☐ Moving

Property Owner Information

Name: _____ Phone: _____
Tribal ID #: _____ Email: _____
Address: _____ Cell #: _____
City, State ZIP: _____ Fax #: _____

Contractor Information

Name: _____ Phone: _____
Address: _____ Cell #: _____
City, State ZIP: _____ Fax #: _____
Business Lic. #: _____ Email: _____

Property Legal Description (note: info provided on lease, if applicable)

Tract # _____ Township _____ Range _____ Section _____ Acreage of lot _____ County _____

Land Status: ☐ Fee Land ☐ Indian Allotted/Trust Land ☐ Tribal/Trust Land

Directions to Property: (nearest Crossroad): _____

Please provide a copy of one
of the following:

Title Status Report: _____
Approved Lease: _____
Deed: _____
Title Co. Statement: _____

Building Information

Type of Dwelling: ☐ New Structure ☐ Existing Structure ☐ Single Family ☐ Multiple Family # of Units: _____

Structure Work: ☐ New Primary ☐ New Accessory (shed, shop, garage) ☐ Addition/Remodel ☐ Demolition

Year of Structure: _____ Basement: ☐ Yes ☐ No Type: _____ Building SQ. Footage: _____

Indicate the use and occupancy for which the proposed work is intended: _____

Value of Proposed work: _____ Value of Change Order/Modification: _____

System Information

Water Supply: ☐ New ☐ Private Well ☐ Replacement ☐ Shared Well ☐ Enlargement ☐ Community Water Line

Are there known surface water (lakes, ponds, streams, canals, ditches etc.) within 300 feet of property lines? ☐ Yes ☐ No

Is a Public Sewer line within 250' of property line? ☐ Yes ☐ No ☐ Unknown

IHS Sewer or Septic Application submitted? ☐ Yes ☐ No

****NOTE: WATER RESOURCE DEPARTMENT MUST BE NOTIFIED OF PROPOSED CONSTRUCTION WHEN WATER CONNECTION IS REQUIRED. PHONE: (208) 239-4588 OR (208) 239-4582****

ACKNOWLEDGEMENT OF SHOSHONE-BANNOCK TRIBAL JURISDICTION

By my signature below, I verify that the foregoing information is true and correct. Also, I acknowledge and agree that the laws and jurisdiction of the Shoshone-Bannock Tribes apply to the proposed activity on the Fort Hall Reservation for which I seek approval. I further acknowledge that the proposed activity has a direct impact on the political integrity, economic security, and health and welfare of the Shoshone-Bannock Tribes and Reservation residents. Finally, I recognize that I am availing myself of the privileges and benefits provided by the laws of the Shoshone-Bannock Tribes, and affirm that this application constitutes a consensual relationship between me and the Shoshone-Bannock Tribes justifying the Tribes' assertion of jurisdiction over all related activities. I acknowledge that permits will not be issued until plans are approved by the Land Use Policy Commission and that the approved permits are only for the work/structures specifically described.

Applicant Signature: _____

Date: _____

Printed Name: _____

Contractor Signature: _____

Date: _____

Company Name: _____

Please Note: Permits will expire after 180 days if the building or work authorized by the permit is not commenced; if the building or work is suspended or abandoned for a period of 180 days; or if building or work authorized is not completed within 36 months. If the building or work is not completed within said time, then an extension can be granted upon a showing of written probable justification. It is illegal to occupy or use a building for which a permit is required until a Certificate of Occupancy is issued by the Land Use Department Building Official. A permit issued by the Land Use Department does not guarantee the absence of a deed restriction or restrictive covenant which would prohibit the activity applied for herein. LAND-2015-S8 Land Use Building & Standard Codes Ordinance will apply.

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General/Basic Plot Plan

Tract # _____

Site Address: _____

Plot Plan must show all property lines, dimensions and features of interest (i.e. canals, ditches, wells, water-bodies, existing septic systems, Power lines, and water lines. Etc.)

↑N

I certify that the above information is accurate to the best of my knowledge and that consent is granted for entry upon the lands contained in this application in order to complete any inspections for a site evaluation. This site plan is not based on actual measurements and the conditions at the site.

I am the ☐ Owner ☐ Authorized Agent

Name (Please Print) _____

It is the recommendation, of the Building Official, that the Land Use Policy Commission approve a permit, with the understanding that the Building will be constructed as designed and/ or with the following condition(s): _____

Building Permit# _____

BUILDING OFFICIAL ONLY
SITE EVALUATION

Land Type: _____ Tribal Land _____ Allotted Land _____ Fee Simple Land

Site Evaluation Comments:

Permit Type:
_____Assembly _____ Business _____ Educational _____ Factory & Industrial
_____Moving _____ Institutional _____ Mercantile _____ Residential _____Storage _____Utility
& Misc. _____Excavation/Grading

Building Official: _____ Date: _____

Recommendations: _____

SiteConditions: _____

