

METAL BUILDINGS

THIS INFORMATION PACKET IS INTENDED TO BE A GENERAL GUIDE TO THE BUILDING PERMIT PROCESS FOR PROJECTS INVOLVING METAL BUILDINGS. EVERY ATTEMPT HAS BEEN MADE TO INSURE ACCURACY. HOWEVER, IN THE EVENT THE INFORMATION IN THIS PACKET CONFLICTS WITH ADOPTED CODES, THE CODE PROVISION SHALL PREVAIL.

Thank you for making your investment in Ashton. We appreciate your confidence in our area, and we are here to serve your needs. We are proud of our community and the role we play in maintaining a high quality business and living environment. While our primary responsibility is to assure that your building meets the minimum standards adopted by the City Council, we are dedicated to the policy of providing you with whatever assistance possible in the completion of your project.

Please contact the following City or State Departments if you need further information or assistance.

State of Idaho:

Department of Public Safety ---- 208-334-3896
State Electrical Inspector ----- 356-4830
State Plumbing Inspector ----- 652-7210

City of Ashton:

Building and Zoning Dept. ----- 652-3987
City P&Z Administrator ----- 652-3987
City Engineer ----- 656-8800
Fire Dept ----- 652-7711

1. MINIMUM APPLICATION REQUIREMENTS

In order to expedite your request for a Building Permit, the drawings will need to be submitted as follows:

- A. Idaho Architecture Laws and rules require that all plans for commercial projects be stamped by an Idaho Licensed Architect or Engineer. Only metal building reactions and erection plans may be stamped by an engineer licensed in another state. Plans for residential storage facilities are not required to be stamped.
- B. All plans should be drawn on paper at least 18" x 24" in size except for the manufacturer's erection plans unless otherwise approved by the building official.
- C. Minimum scale should be 1/4" = 1' except for the site plan which may be smaller scale.
- D. A minimum of (2) sets of stamped plans for residential projects and a minimum of (3) sets of stamped plans for commercial projects are required.

2. CONSTRUCTION PLANS

All plans, submitted with the building permit application, must include the following information.

- 1. Site plan
- 2. Plan analysis attached to the plans
- 3. Foundation plan
- 4. Floor plan showing all of the following:
 - a. The use of all areas or rooms
 - b. Exit doors
 - c. Aisles and corridors
 - d. Emergency lights if applicable
 - e. Fire extinguishers
 - f. A complete fixture lay-out (additional information may be required)
- 5. Two building elevations (front & side), additional elevations may be required for additions
- 6. Typical building section or wall section, showing construction system
- 7. Floor and roof framing plan
- 8. Construction detail for all fire rated walls and/or floor ceiling assemblies including all penetrations
- 9. Electrical plan including emergency lighting and exit signs (commercial only)

10. Schematic plumbing and mechanical plans where such will penetrate fire rated wall or floor-ceiling assemblies
11. Type and location of exit signs (commercial only)
12. Type and location of fire extinguishers (commercial only)
13. Plans must indicate method of compliance with American Disabilities Act. (commercial only)

3. ARCHITECT OF RECORD

Since metal building projects normally involve more than one architect or engineer in addition to the contractors, subcontractors, etc., a person or firm must be designated as the Architect of Record. The Architect of Record will secure and coordinate all of the plans, documents, calculations and specifications to be submitted in support of the building permit request and during the construction stage. The designated Architect of Record will serve as the contact person with the City of Ashton concerning the plan review, change orders and insuring compliance during construction.

Under this program a building permit may be issued on the entire project. Construction is allowed to begin prior to the actual final review and approval of the complete project plans. In order to qualify for the Foundation Program, the following items must be reviewed and approved prior to the start of any construction:

1. Complete Site Plan
2. Footings and Foundation Plan and specifications
3. Reactions for metal building
4. Sufficient structural details to determine the compatibility of the proposed building and the foundation
5. Complete, stamped, code analysis for Commercial building
6. Floor plan showing all information noted under "Construction Plans, Item No. 4"
7. Sufficient information to calculate the permit fee
8. Location and construction details on all required fire rated wall and/or floor/ceiling assemblies
9. Method of A.D.A. compliance or signed statement that the structure will meet compliance prior to occupancy (commercial only)

4. SITE PLANS

The Building, Fire and Zoning Departments will need the following information in order to complete the plan review prior to issuance of either a foundation permit or the complete building permit. Any proposed revision to the site plan must be submitted for review and approval prior to on-site changes being done.

1. Site plan drawn to scale with legal description or address.
2. North arrow to show orientation.
3. Property lines and lot dimensions.
4. All easements for water, sewer line, utilities etc.
5. Dimensions of existing building and distance between buildings.
6. Building setback from street, road, rear and side property lines.
7. Proposed new construction and additions.
8. Site drainage plan and drainage away from the building including swale or retention area for on site storage.
9. No drainage allowed from private property onto State Highways.
10. Show elevations for the finished floor and top of curb or roadway. Can use identifiable elevations or top of curb as a reference point.
11. Show drainage away from building.
12. Adjacent lot elevations required if lot is unusually higher or lower than surrounding area.
13. Water tap size requested if applicable.
14. Attach well and sewer permits if applicable.
15. Show sewer drain-field location.
16. Show proposed and existing curb, gutter, sidewalk, and driveway approaches.
17. Show width-of-drive approaches.
18. For commercial projects, show location and distance to all fire hydrants located within 1000 feet of the property. (Measurements to be taken as the path of travel a vehicle would take from the hydrant to the structure.)

5. USE AND OCCUPANCY OF BUILDING

1. City Ordinance requires a Final Inspection prior to any use or occupancy of the building.
2. Please allow adequate time between the project completion date and the planned occupancy date for the required inspection.

6. NEED HELP?

If you have any questions concerning your building permit application, or during construction, the City of Ashton employees are here to help you.