



**BUILDING APPLICATION**  
*Residential Accessory Structure*

**For Office Use**

Permit Number: \_\_\_\_\_ Zoning: \_\_\_\_\_ Application Fee Paid:  \$100

**1. Property Owner**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

***Under Idaho Building Code, a homeowner is allowed to do work on their own home.***

Are you a homeowner doing work on your own home?

- Yes (Skip to #4 and complete the Homeowner's Exemption)  
 No, I am a contractor working for the homeowner

**2. Applicant**

Name: \_\_\_\_\_ Role: (Owner, Tenant, Contractor, etc.) \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Contact/Rep. Name: \_\_\_\_\_

**3. General Contractor**

Name: \_\_\_\_\_ Registration #: \_\_\_\_\_ Exp.: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Contact/Rep. Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**General Contractor Authorized Signature:** \_\_\_\_\_ Date: \_\_\_\_\_

*A copy of your state registration/license is required to be on file. If this is the first time you have done work in the City of Rexburg, please provide a photo copy of your license. If you are unsure if your license is on file, please check with the Permit Technician by calling (208) 372-2341.*

**4. Project Description**

**Structures less than 200 square feet do not need a building permit. Structures 200 square feet or larger need a building permit and must adhere to the setback rules of the zone in which they are built.**

Address: \_\_\_\_\_

Project Description: \_\_\_\_\_

• Estimated Total Cost: \$ \_\_\_\_\_ • Square Feet of Addition: \_\_\_\_\_ sq. ft.

• Type of structure:

- Deck  Garage/Car port  Shed/Shop  Other: Explain \_\_\_\_\_

• Check All Included in Scope of Work:

- Mechanical Work Cost: \$ \_\_\_\_\_  Electrical Work Cost: \$ \_\_\_\_\_  Plumbing Work Cost: \$ \_\_\_\_\_

**Note: Any contractors involved will need to fill out their respective application.**

*Building Permit fees for accessory structures are charged based on square footage and the City's estimated valuation. For details on how fees are calculated, contact the Building Department. There will also be a plan review fee totaling 10% of the building permit fee.*

APPLICANT'S SIGNATURE, CERTIFICATION AND AUTHORIZATION: Under penalty of perjury, I hereby certify that I have read this application and state that the information herein is correct and I swear that any information which may hereafter be given by me in hearings before the Planning and Zoning Commission or the City Council for the City of Rexburg shall be truthful and correct. I agree to comply with all City regulations and State laws relating to the subject matter of this application and hereby authorized representatives of the City to enter upon the above-mentioned property for inspections purposes. NOTE: The building official may revoke a permit on approval issued under the provisions of the 2012 International Code in cases of any false statement or misrepresentation of fact in the application or on the plans on which the permit or approval was based. Permit void if not started within 180 days. Permit void if work stops for 180 days.

Applicant's Name (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_