



BUILDING PERMIT INFORMATION

1. A Building permit must be obtained before beginning construction.
2. Permit applications are obtained from Weston City.
3. Investigation fees are charged where work is started before obtaining a permit. (The fee is normally double the usual building permit fee.)
4. All structures exceeding 120 square feet must have a permit.
5. When applying for a permit:
 - a. Plans and specifications are required
 - b. Plans must be drawn to scale
 - c. Plans must have sufficient detail to show code compliance and extent of work planned.
 - d. Plans should include a foundation plan, floor plan of each floor, elevations of all sides, and a cross section showing the foundation, floor, wall, and roof construction details.

BUILDING PERMIT PROCESS

1. Pick up an application for a building permit from Weston City.
2. Obtain an address, if needed, from the City Clerk for your project.
3. Complete the application.
4. Get an application for your septic system from the Southeastern Idaho Health Department at 42 W 1st S in Preston, ID. Permit fee is \$800 and the permit is good for one year.
5. Take your completed application, a copy of your septic permit, proof of lot ownership and two copies of your building plans to a city council meeting. (City council meetings are on the first Wednesday of each month at 7:30 p.m. Please call the clerk at least 3 days before the scheduled meeting to get on the agenda to have your permit reviewed by the city council.)
6. Once reviewed by the city council, you will need to take your information to the building inspector for review. The building inspector is Randy Henrie and he may be reached Monday-Friday from 9:00-5:00 by calling 208-221-6149. The building inspector will review your plans for code compliance, assign your permit fee and return one set of plans to you with any additions noted on the plans.
7. Once you have paid your fee to the city clerk, you will be issued a building permit. Work must begin on the project within 120 days or the permit is void. A refund will not be given.