



GEM COUNTY DEVELOPMENT SERVICES DEPARTMENT

109 S. MCKINLEY AVENUE EMMETT, IDAHO 83617

BUILDING DEPARTMENT

FAX (208) 365-2499

PHONE (208) 365-5144

WEB PAGE www.co.gem.id.is

BUILDING PERMIT REQUIREMENTS

1. APPROVAL OF ZONING COMPLIANCE (LETTER FROM P&Z ADMINISTRATOR)
2. PROOF OF OWNERSHIP
 - RECORDED WARRANTY DEED WITH LEGAL DESCRIPTIONS
 - EASEMENTS AFFECTING THE PROPERTY (Including irrigation, ingress/egress, etc.)
3. DRIVEWAY PERMIT APPROVAL FROM GEM COUNTY ROAD DEPARTMENT
(402 N. Hayes 208-365-3305)
4. PERMIT FROM SOUTHWEST DISTRICT HEALTH DEPARTMENT FOR SEPTIC SYSTEM
(1008 E. Locust 208-365-6371)
5. TWO SETS OF BUILDING PLANS. (APPROVED BY SUBDIVISION ARCHITECTURAL COMMITTEE
IF REQUIRED IN COVENANTS PRIOR TO SUBMITTAL TO THIS OFFICE)
6. PLOT PLAN MAP
7. APPROVAL FROM IRRIGATION DISTRICT
8. MUST COMPLY WITH THE INTERNATIONAL RESIDENTIAL CODE AND WITH THE IDAHO STATE
REGULATIONS. Electrical – (208-334-2183) Plumbing/HVAC– (208-334-3442)
9. MUST CALL FOR INSPECTIONS (24 HOURS PRIOR NOTICE)
10. MUST HAVE FINAL INSPECTION AND CERTIFICATE OF OCCUPANCY BEFORE BEING OCCUPIED
11. ANY CONSTRUCTION SITE THAT DOES NOT HAVE RESTROOM FACILITIES AVAILABLE MUST
PROVIDE ONSITE PORTABLE TOILETS DURING THE CONSTRUCTION PERIOD