

TWIN FALLS COUNTY  
PLANNING & ZONING ADMINISTRATION  
246 THIRD AVENUE EAST, TWIN FALLS, ID 83301  
TELEPHONE (208) 734-9490 FAX (208) 733-9645

**MANUFACTURED HOME ON BLOCK SET  
APPLICATION**

**PROPERTY OWNER OF RECORD**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Cell or other #: \_\_\_\_\_  
Is the property owner doing the construction?  
 Yes       No  
If yes, is the property owner Idaho Registration Exempt?  
 Yes       No  
If no, Registration #: \_\_\_\_\_

**INSTALLER / CONTRACTOR**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Cell or other #: \_\_\_\_\_  
Idaho Registration Exempt?  Yes or  No  
If no, Idaho Registration #: \_\_\_\_\_  
Expiration date: \_\_\_\_\_

**MH OWNER**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Cell or other #: \_\_\_\_\_

**PROJECT MANAGER**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Cell or other #: \_\_\_\_\_

**Inspection Deposit Fee of 25% or \$100 (whichever is greater) paid at the time of issuance.**

**Complete and answer ALL questions, provide the necessary comment letters, and two sets of building and site plans (to scale) when making application.**

1. **Parcel No.** \_\_\_\_\_ (i.e. RP10S18E150000 or RPOK38389991 - This may be obtained from the County Assessor's Office, 660 Shoshone Street N, 2<sup>nd</sup> floor) [NOTE NEW LOCATION]
2. **Section map** the property is located in, or **Plat**, if in a subdivision. (These may be obtained from the County Assessor's Office, and it can be reduced to 75% when copied (the parcel numbers must be legible).
3. **Copy of deed showing ownership** (deeds may be obtained from the County Clerk's Office).
4. **Complete legal description of property** (may be obtained from the County Clerk's Office).
5. If in subdivision: Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_
6. Address of Project (if known): \_\_\_\_\_ City: \_\_\_\_\_
7. **Zone:** Rural Residential: \_\_\_\_\_ Ag Zone (40 acre zone): \_\_\_\_\_ Ag Pres (160 acre zone): \_\_\_\_\_ Commercial: \_\_\_\_\_
8. **Acreage:** \_\_\_\_\_ (if less than the acreage listed above for the applicable zone, provide a copy of County Planning and Zoning approval.

9. Are there other structures on this parcel?  Yes or  No If yes, must be included on the site plan.
10. Corner lot:  Yes or  No
11. Is the parcel 100' or closer to a major waterway?  Yes or  No If yes, a FEMA Evaluation Certificate or evaluation may be required. (forms are available at the building department)
12. Is the parcel on a canyon rim?  Yes or  No (setback for any structure is 100' from rim)
13. Driving Directions: \_\_\_\_\_

14. Person to notify regarding the permit: \_\_\_\_\_ Contact #: \_\_\_\_\_

15. Use of structure? Residential: \_\_\_\_ Agriculture: \_\_\_\_ Commercial: \_\_\_\_ Storage: \_\_\_\_  
 List type of items to be stored: \_\_\_\_\_

16. Size of Mfgr'd Home: Length: \_\_\_\_\_ Width: \_\_\_\_\_ Total Square Foot: \_\_\_\_\_  
 Single Wide: \_\_\_\_\_ Double Wide: \_\_\_\_\_ Multi-sectional: \_\_\_\_\_

17. New: \_\_\_\_ Used: \_\_\_\_ Year Manufactured: \_\_\_\_\_  
 If prior to June 15, 1976: Does the unit meet State Rehabilitation Standards? Yes \_\_\_\_ No \_\_\_\_ (If yes, submit State Certification.)

18. Manufacturer: \_\_\_\_\_ Model: Name and No: \_\_\_\_\_  
 Vehicle Identification No: \_\_\_\_\_

19. Design Data:  
 Roof Snow Load: \_\_\_\_\_ lbs/sf Wind: \_\_\_\_\_ mph Soil Bearing: \_\_\_\_\_ lbs/sf  
 Type of Pier Pads: \_\_\_\_\_ Size: \_\_\_\_ X \_\_\_\_ X \_\_\_\_  
 Type of Tie-downs and /Anchors: \_\_\_\_\_  
 Type of Skirting: \_\_\_\_\_  
 Skirting Frame Material: \_\_\_\_\_

20. Other Proposed Structures:  
 Attached garage: \_\_\_\_\_ sq/ft Attached garage 2<sup>nd</sup> floor: \_\_\_\_\_ sq/ft Attached carport: \_\_\_\_\_ sq/ft  
 Covered patio: \_\_\_\_\_ sq/ft Covered Deck: \_\_\_\_\_ sq/ft Deck over 30" from grade: \_\_\_\_\_ sq/ft  
 Covered entry porch/canopy: \_\_\_\_\_ sq/ft  
 Detached carport: \_\_\_\_\_ sq/ft Detached garage/shop: \_\_\_\_\_ sq/ft Detached garage/shop 2<sup>nd</sup> floor: \_\_\_\_\_ sq/ft  
 Accessory storage building: \_\_\_\_ X \_\_\_\_ = \_\_\_\_\_ sq/ft sq/ft Height: \_\_\_\_\_  
 Repair (detailed description of work): \_\_\_\_\_

Estimated value: \$ \_\_\_\_\_

Other (detailed description of work): \_\_\_\_\_

Estimated value: \$ \_\_\_\_\_

**\*\*TOTAL:** \_\_\_\_\_ sq/ft

**REQUIRED PLANS/INFORMATION TO ACCOMPANY COMPETED APPLICATION.**

21. **Two (2) full sets of plans including: (minimum 11" x 17")**

- A. Include two sets of construction plans for any accessory buildings, carports, garage, decks etc.  
(ALL CONSTRUCTION PLANS MUST BE DRAWN TO NOT LESS THAN 1/8" =1'0")
- B. Detailed construction plans for footings, foundation, steps and landings

24. **Required comment/approval letters from the following agencies:**

- A. South Central District Health Department: 1020 Washington N. Phone #: 734-5918  
(CSI Campus)
  - 1. Septic Permit (pink copy or legible copy) or comment letter for any proposed construction.
  - 2. Two (2) sets of stamped/approved site plans (see above).
  
- B. Highway District: Approach Permit/approval from applicable district:
 

Buhl Hwy. District:	1500 Main Street West	phone: 543-4298
Filer Hwy. District:	220 Midway	phone: 326-4415
Murtaugh Hwy. District:	108 Archer	phone: 432-5469
State of Idaho Dept. of Transportation:	216 S. Date, Shoshone	phone: 886-7801
Twin Falls Hwy. District:	2620 Kimberly Road	phone: 733-4062

\*\*\* If the highway district is not responsible for maintenance, provide a recorded road maintenance agreement and easement information if a private road.

- C. Canal Company/or water district approval from applicable district:
 

Milner Irrigation District:		phone: 432-5560
Twin Falls Canal Company:	357 Sixth Avenue W	phone: 733-6731
Salmon River Canal:	2700 Hwy 93	phone: 655-4220
Dept of Water Resources:	1341 Fillmore St., Ste 200	phone: 736-3033
(for Rock Creek Water District)		

- D. Fire District comment/approval from applicable district:
 

Bliss Fire Department:	PO Box 141	phone: 358-1180
Buhl Fire Department:	201 Broadway Ave. N.	phone: 543-5664
Castleford Fire Department:	336 Main	phone: 537-6688
Filer Rural Fire District:	228 Main	phone: 326-4353
Rock Creek Rural Fire District (Kimberly):	242 Hwy 30	phone: 423-4336
Rock Creek Rural Fire District (Murtaugh):	242 Hwy 30	phone: 432-4336
Salmon Tract Rural Fire Prot. District:	2411 East 2450 North	phone: 655-4222
Twin Falls Rural Fire District:	345 2nd Ave. East	phone: 735-7236

**\*\*\* PRIOR TO FIRST INSPECTION -**

**Property address must be posted at public road entrance, (Lot # if in a subdivision)  
AND property boundaries must be marked.**

I hereby apply for a permit to do the work stated above, and acknowledge that I have read this application and hereby certify that the above information is complete and correct, all work, material and inspections will be in accordance with state and county adopted codes and ordinances.

\_\_\_\_\_  
Signature of Agent/Contractor \_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant \_\_\_\_\_  
Date

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**Office Use Only:**      Plans Reviewed by: \_\_\_\_\_      Plans approved by: \_\_\_\_\_  
    Zoning approved by: \_\_\_\_\_      Notification to pick up: \_\_\_\_\_

# SITE PLAN INSTRUCTIONS

- A. The site plan must be a Mechanical Drawing drawn with descriptive precision using the aid of drafting implements such as ruler, T squares, compasses, French Curves, etc. May be drawn either by hand or computer generated.
- B. Must be to scale using an accurate drawing scale (for example: "1 in. = 10 ft.", "1 in. = 100 ft." etc.) and on a minimum of 11" x 17" paper. Should additional sheets be needed, please use match points.
- C. Show the boundaries of the parcel, including the dimensions (found on the survey).
- D. Show the location and dimensions of all existing buildings and structures.
- E. Show the location of the proposed project or division, including the structure dimensions and distances to property lines and existing buildings and structures.
- F. Show the location of all proposed and existing utilities, including power, phone, water, sewer systems, reserve drainfields, etc.
- G. Show the location and dimensions of all existing and proposed roads, driveways, parking areas, rights-of-ways, and easements.
- H. Show the location of any distinguishing physical features located on or adjacent to the property, including, but not limited to: streams, culverts, drainage ways, wetlands, slopes, bluffs, etc.
- I. If you have questions regarding these instructions, please see the example provided below. If you have questions not covered in the example, please call (208) 734-9490, for assistance.

## EXAMPLE SITE PLAN ---

Site plan must be computer-generated, to scale, and on a minimum of 11" x 17" paper.

