

**CITY OF EAST HOPE**  
**County of Bonner**  
**MANUFACTURED HOME PERMIT APPLICATION PROCEDURES**

**A \$100 NON-REFUNDABLE FEE MADE OUT TO THE CITY OF EAST HOPE WILL BE REQUIRED AT THE TIME THE APPLICATION IS SUBMITTED. SAID FEE WILL BE APPLIED TO BALANCE DUE UPON PERMIT APPROVAL.**

**STEP # 1**

**PLANNING AND ZONING REQUIREMENTS**

1. Recorded copy of your warranty deed, showing your name and legal description.
2. Compliance with (a) Zoning (b) Subdivision (c) Stormwater (d) Floodplain regulations (e) Site development ORD 307 (f) Manufactured home standards ORD 285.
3. Complete the plot plan as directed on the form provided. (Show all setbacks from proposed structure's greatest architectural projections to property lines). Setbacks are determined by your property zone.
4. A stormwater plan must be filed if your building site is within 300 feet of any surface water, or on a slope of 15% or greater. Commercial and Industrial projects require a stormwater plan.
5. A Development Permit will be required if your parcel of land is located in a floodplain and/or floodway. (For structures located in a floodplain and floodway, an Idaho licensed architect or engineer must design the foundation).
6. Plans must show building height and compliance with East Hope's maximum building height standard.

**STEP #2**

**BEFORE THE APPLICATION IS ACCEPTED, THE FOLLOWING APPROVALS MUST BE OBTAINED:**

- A. Septic/Sewer approval: a signature on the application from Panhandle Health District (322 Marion St., Sandpoint, Idaho, 83864, 208-265-6384), or a letter of approval from your sewer district.
- B. Other approvals may be required (ITD, EPA, DEQ, Fire Department, City, etc.).  
**You will need any or all of the above signatures or approval letters before you turn in your application.**
- C. An energizing permit allowing connection of electricity to the building will be issued with the building permit by the city.
- D. Make sure all non-shaded areas of the application are complete.
- E. Provide clear directions to the building site.
- F. After reading the notice at the bottom of the permit page, sign your name and date the application.
- G. **Return completed application, required approvals and information to the City of East Hope located at 110 School Road. Mailing address is PO Box 186 Hope, ID 83836**

**STEP #3**

**BUILDING AND SAFETY REQUIREMENTS:**

1. New manufactured home shall be installed in accordance with the manufactures' installation instructions. Owner shall supply a copy of the installation instructions at the time of permit submittal. Manufactured homes that have been subsequently moved from their original installation shall be installed in accordance with the Idaho Manufactured Home Installation Standard, current edition.
2. Signed and dated **SNOW LOAD DISCLOSURE FORM** must be submitted with Manufacture Home Placement App.
3. If your home will have a deck, an attached carport, a roof over the structure, or an addition of any kind you will need **TWO (2) 8.5x11 or 11x17** complete sets of construction plans are required for Residential projects. **Full size sets may be required if 11x17 aren't legible.**  
All plans must be drawn to scale showing the following information:
  - Elevations of all sides of the structure.
  - Floor plans of all floor level, showing location of smoke detectors, size and location of windows and doors.
  - Footing and Foundation details (**show sizes and rebar schedules**).
  - Typical cross-section of the structure showing elevations of the interior.
  - Dimensions must be clearly indicated on the plans
  - **NOTE:** One set of the approved plans will be stamped by our department, and **MUST remain on the job site at all times.**
4. **Your application will be reviewed for compliance with Local, State, and Federal codes, as well as a city-approved Stormwater Management Plan. (Corrections may need to be completed prior to final approval).**
5. Required inspections may include setbacks, footing, foundation, slab, roof & wall sheathing, framing, insulation, sheetrock, stormwater and final.

**\*\*\*\*INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED\*\*\*\***

**STEP #4**

**STATE REQUIREMENTS:**

1. State electrical, mechanical and plumbing permits are required. For more information contact the Idaho Division of Occupational and Professional Licenses, (208) 332-4700

**CITY OF EAST HOPE**

**208-264-5877**

**<https://www.cityofeasthope.com/>**

**PLANNING & ZONING: Ruen-Yeager & Associates**

**208-265-4629**

**[planning@ruenyeager.com](mailto:planning@ruenyeager.com)**

**JAMES A. SEWELL & ASSOCIATES, LLC**  
1319 North Division Ave, Sandpoint, ID 83864

**208-263-4160**

**CITY OF EAST HOPE**  
**County of Bonner**

**RESIDENTIAL ROOF LOADS**

**SNOW LOAD:** For all areas of **City of East Hope** the **minimum** snow load shall be **55 psf.** It is recommended that the Calculation of Snow Load be determined by the Snow Study of the University of Idaho.

**DEAD LOAD:** Is the vertical load due to the weight of all permanent structural and non-structural components of a building; such as walls, floors, roofs and fixed service equipment. The **typical** dead load for dwellings is **12 psf.**

**WIND LOAD:** Shall be based on basic wind speed of **115 mph.**

**EARTHQUAKE LOAD:** Shall be based on **Seismic Zone C** of the Uniform Building Code.

**COMMERCIAL ROOF LOADS**

**SNOW LOAD:** To be determined in accordance with Section 1608 of the International Building Code.

Design Criteria:

* Ground Snow Load	104
* Wind Speed	115
* Seismic Design Category	C
* Weathering	Severe
* Frost Line Depth	24-inches below finished grade
* Termite	None to slight
* Decay	None
* Winter Design Temperature	-10° Fahrenheit

**DEAD LOAD:** Is the vertical load due to the weight of all permanent structural and non-structural components of a building; such as walls, floors, roofs and fixed service equipment.

**WIND LOAD:** Shall be based on basic wind speed of **115 mph.**

**EARTHQUAKE LOAD:** Shall be based on **Seismic Zone C** of the International Building Code.

# Snow Load Disclosure for *Manufactured Home Installation* Permit Applicants

*Manufactured housing is to be "constructed" to meet a 30psf roof live load (snow load), in accordance with HUD standards. However, a protective roof covering, meeting the local snow load requirement of 55psf shall be required for homes not constructed for a 55psf roof live load (snow load). The protective roof covering requirement may be waived for homes that were constructed with a minimum of a 55psf roof live load (snow load). Snow loads are not inclusive of any other live or dead loads that may apply.*

## *Site Specific Snow Load* *= Minimum 55psf*

Site Location: \_\_\_\_\_

Applicant Mailing Address: \_\_\_\_\_

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

Applicant Phone Number: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

FOR OFFICE USE ONLY	
City of: East Hope	Permit #
Building Official:	Date:

*James A. Sewell & Associates, LLC*  
*1319 North Division Ave*  
*Sandpoint, ID 83864*  
*Phone: 208-263-4160*  
*Fax: 208-263-5229*

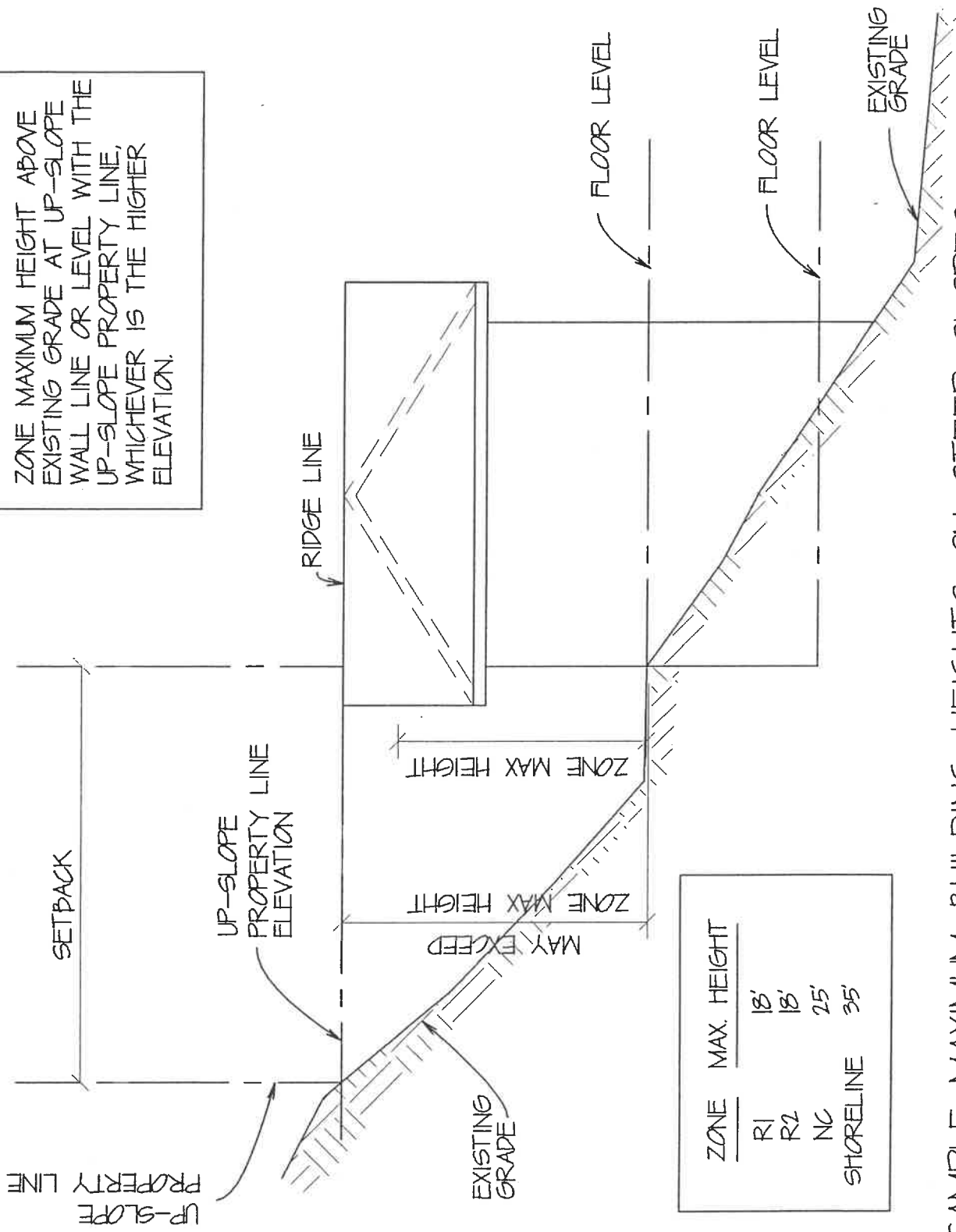
**EAST HOPE - ZONING DISTRICT STANDARDS TABLE 6-2**

<b>STANDARD BY ZONE</b>	<b>Single-family Residential 1 (R1)</b>	<b>Medium Density Residential (R2)</b>	<b>Single-family Residential 1/3 (R3)</b>	<b>Shoreline Residential (SR)</b>	<b>Shoreline (S)</b>	<b>Neighborhood Commercial (NC)</b>
Minimum lot size	1 acre	32,670 sq. ft.	1/3 acre	10,000 sq. ft.	10,000 sq. ft.	No minimum
Front yard setback	25'	25'	15'	12'	12'	15'
Side yard setback	Combined 25' (1)	Combined 15' (2)	7'	10'	10'	5'
Flanking street setback (3)	15'	15'	15'	15'	15'	15'
Rear yard setback	25'	25'	12'	12'	12'	5'
Corner lot, on both frontages	25'	25'	15'			15'
Triangular (3-sided) lot	(4)	(4)	(4)	(4)	(4)	(4)
Irregular-shaped lot	(5)	(5)	(5)	(5)	(5)	(5)
<u>Waterfront (7)</u>	50'	50'	50'	50'	50'	50'
Maximum lot coverage	33%	33%	33%	33%	33%	60%
Maximum building height (6)	18'	18'	18'	35'	35'	30'

**Additional Table 6-2A Standards:**

- (1) Combined total of side yard setbacks shall be 25 feet, with neither side less than 10 feet. Lots narrower than 65 feet on the front building line shall have combined side yard total of 15', with neither side less than 7 feet.
- (2) Combined total of side yards shall be 15 feet, with neither side less than 7 feet.
- (3) Flanking street setback shall apply to yards flanked by a street or easement that does not provide access to the lot or parcel.
- (4) Triangular-shaped lots shall be deemed to have one front yard and two side yards. If the side flanks a street, the flanking street setback shall apply.
- (5) For any lot or parcel for which yard definitions do not clearly apply, the planning administrator shall determine the setbacks, based upon orientation of property to streets, access easements, and adjoining property lines.
- (6) Maximum height, or level with the up-slope property line, whichever is the higher elevation. The maximum building height shall be approximately perpendicular to the building line from the building's highest point to the up-slope property line. Municipal fire stations are excepted from this standard.
- (7) Waterfront setback distance shall be measured from the applicable water body's ordinary or artificial high water mark, as defined by this code, to the nearest architectural projection of a structure or building. Applicable water bodies are surface waters such as streams, lakes, or rivers, as shown on the National Hydrography Dataset (NHD), as published by the U.S. Geological Survey.

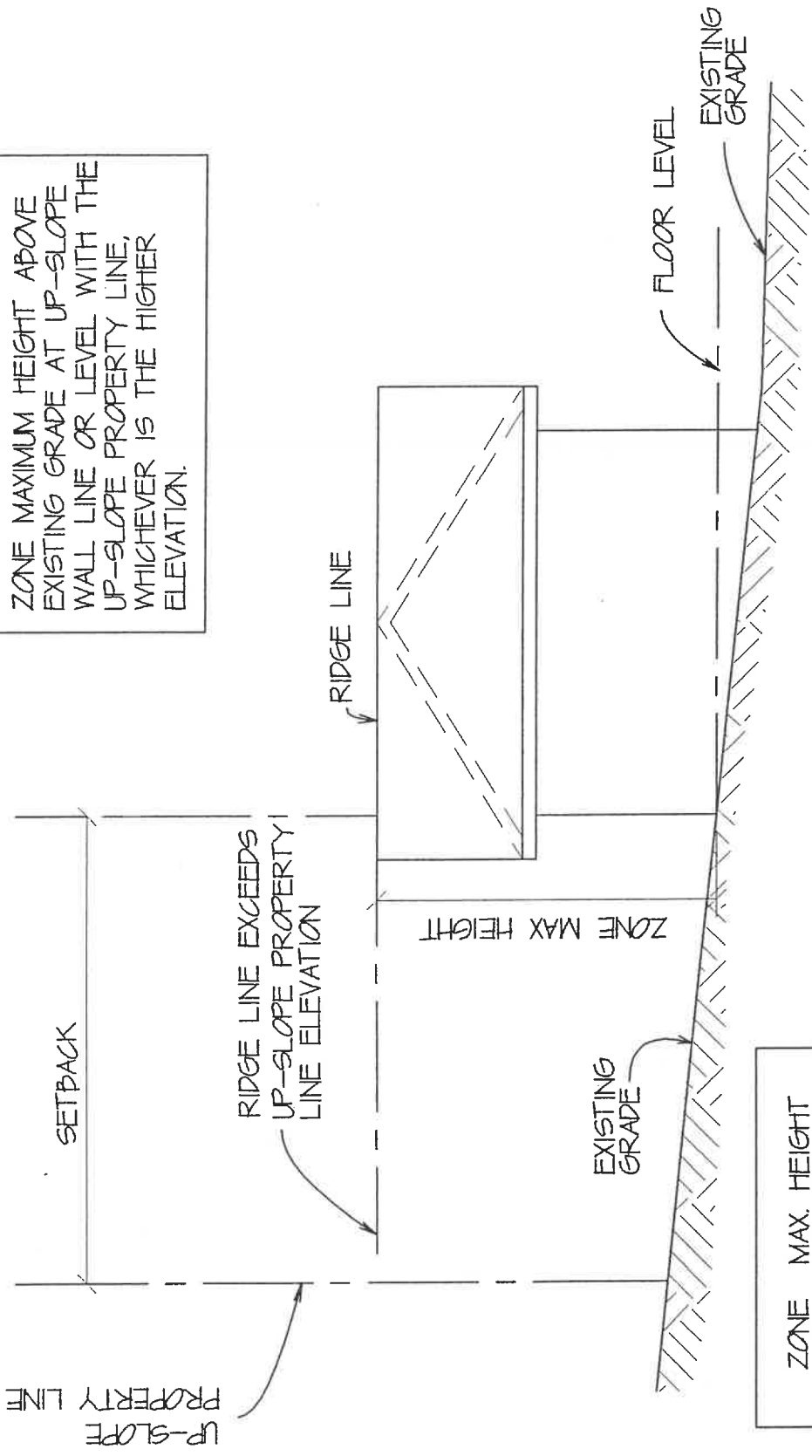
ZONE MAXIMUM HEIGHT ABOVE EXISTING GRADE AT UP-SLOPE WALL LINE OR LEVEL WITH THE UP-SLOPE PROPERTY LINE, WHICHEVER IS THE HIGHER ELEVATION.



ZONE	MAX HEIGHT
RI	18'
R2	18'
NC	25'
SHORELINE	35'

SAMPLE MAXIMUM BUILDING HEIGHTS ON STEEP SLOPES

ZONE MAXIMUM HEIGHT ABOVE EXISTING GRADE AT UP-SLOPE WALL LINE OR LEVEL WITH THE UP-SLOPE PROPERTY LINE, WHICHEVER IS THE HIGHER ELEVATION.



ZONE	MAX. HEIGHT
R1	18'
R2	18'
NC	25'
SHORELINE	35'

SAMPLE MAXIMUM BUILDING HEIGHTS ON GENTLE SLOPES

**VALUATION OF PROPOSED PROJECT**

**For other than new construction, i.e., remodels, signs,  
change of use, roof over modular homes and additions.**

**Applicant Name:** \_\_\_\_\_

**Project:** \_\_\_\_\_

**Applicant Telephone No.:** \_\_\_\_\_

To Whom It May Concern:

The project valuation for the proposed project listed above is \$ \_\_\_\_\_.  
(For value of actual work being done.)

Sincerely,

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date