



**State of Idaho**  
**Division of Building Safety**  
**PLAN REVIEW APPLICATION**



**Required Fields are Outlined in Red**      **All Requests for Plan Review Services Shall at Such Time be Accompanied by Payment**      **This Application is Not for Modular Buildings**

Applicant <input type="text"/>	Address, City, State, Zip Code <input type="text"/>	Phone <input type="text"/>	Email <input type="text"/>
Design Professional <input type="text"/>	Address, City, State, Zip Code <input type="text"/>	Phone <input type="text"/>	Email <input type="text"/>
Property Owner <input type="text"/>	Address, City, State, Zip Code <input type="text"/>	Phone <input type="text"/>	Email <input type="text"/>

**Project Type (Check Only One)**

- Public School K-12
- DPW
- Other State Building
- Other

*The Division of Building Safety is responsible for projects owned by the State of Idaho or any of its departments or agencies. Please note that State projects require a separate building permit after the plans have been approved. DBS does NOT issue building permits for projects not owned by the State. Contact the local government for these projects.*

**Plan Review Contact Information (Email Address is Required)**

Name <input type="text"/>	Phone <input type="text"/>	Email Address <input type="text"/>
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Building Name and Address <input type="text"/>	City <input type="text"/>	County <input type="text"/>	State <input type="text"/>	Zip Code <input type="text"/>
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Project Description <input style="width: 100%; height: 80px;" type="text"/>	Bill via State Interagency? No    Yes
	DPW# <input type="text"/>
Fire Sprinkler System Throughout No    Yes	Climate Zone 5    6
Elevator No    Yes	
Total Building Area (sf) <input type="text"/>	Design ground snow load (Pg) (P/sf) <input type="text"/>
Design wind speed (mph & Exp.) <input type="text"/>	Seismic Design Category <input type="text"/>

Total Construction Value \$ <input type="text"/>	Plan Review Fee Per Table: \$ <input type="text"/>
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Fee Schedule / Online Calculator: <https://dbs.idaho.gov/programs/building-program/>

Applicant's Name <input type="text"/>	Firm/Company <input type="text"/>	Date <input type="text"/>
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**[Email completed application to: plan.review@dbs.idaho.gov](mailto:plan.review@dbs.idaho.gov)**

By submitting this form you agree that you have verified that this application is complete and accurate. **All requests for plan review services from the Division of Building Safety shall at such time be accompanied by payment.** If the project is to be billed via interagency, please ensure you marked yes to the appropriate question above. To make a payment via credit card please submit the credit card authorization form or call (800) 955-3044. After the payment has been processed, you will receive an email invitation from Project Dox to electronically upload your drawings and documents for plan review. Call (208) 332-8963 with any questions regarding the plan review and permitting process.

Codes currently adopted: <https://dbs.idaho.gov/rules-statutes/current-rules-statutes-packets/>