



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 style="width: 95%; height: 20px;" type="text"/>	Address, City, State, Zip Code <input style="width: 95%; height: 20px;" type="text"/>	Phone <input style="width: 95%; height: 20px;" type="text"/>	Email <input style="width: 95%; height: 20px;" type="text"/>
Design Professional <input style="width: 95%; height: 20px;" type="text"/>	Address, City, State, Zip Code <input style="width: 95%; height: 20px;" type="text"/>	Phone <input style="width: 95%; height: 20px;" type="text"/>	Email <input style="width: 95%; height: 20px;" type="text"/>
Property Owner <input style="width: 95%; height: 20px;" type="text"/>	Address, City, State, Zip Code <input style="width: 95%; height: 20px;" type="text"/>	Phone <input style="width: 95%; height: 20px;" type="text"/>	Email <input style="width: 95%; height: 20px;" type="text"/>

Project Type (Check Only One) *The Division of Building Safety is responsible for projects owned by the State of Idaho or any of its departments or agencies. DBS does NOT issue building permits for projects not owned by the State. Contact the local government for these projects.*

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

Plan Review Contact Information (Email Address is Required)

Name <input style="width: 95%; height: 20px;" type="text"/>	Phone <input style="width: 95%; height: 20px;" type="text"/>	Email Address <input style="width: 95%; height: 20px;" type="text"/>
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Job-site address <input style="width: 95%; height: 20px;" type="text"/>	City <input style="width: 95%; height: 20px;" type="text"/>	County <input style="width: 95%; height: 20px;" type="text"/>	State <input style="width: 95%; height: 20px;" type="text"/>	Zip Code <input style="width: 95%; height: 20px;" type="text"/>
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Project Description <input style="width: 95%; height: 20px;" type="text"/>	DPW# <input style="width: 95%; height: 20px;" type="text"/>	Bill via State Interagency? No Yes	
Building Use <input style="width: 95%; height: 20px;" type="text"/>			
Design ground snow load (Pg) (P/sf) <input style="width: 95%; height: 20px;" type="text"/>	Design wind speed (mph & Exp.) <input style="width: 95%; height: 20px;" type="text"/>	Seismic Design Category <input style="width: 95%; height: 20px;" type="text"/>	Floor live load (P/sf) <input style="width: 95%; height: 20px;" type="text"/>
Number of Stories <input style="width: 95%; height: 20px;" type="text"/>	Fire Sprinkler System Throughout No Yes	Climate Zone 5 6	Elevator No Yes
Building Area (sf) <input style="width: 95%; height: 20px;" type="text"/>	Occupancy Group <input style="width: 95%; height: 20px;" type="text"/>	Occupant Load <input style="width: 95%; height: 20px;" type="text"/>	Type of Construction <input style="width: 95%; height: 20px;" type="text"/>

Total Construction Value \$ <input style="width: 95%; height: 20px;" type="text"/>	Plan Review Fee Per Table: \$ <input style="width: 95%; height: 20px;" type="text"/>
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Applicant's Name	Firm/Company	Date
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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 call (208) 332-8964. 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. Please note that State projects require a separate building permit after the plans have been approved.

Codes currently adopted: https://dbs.idaho.gov/programs/building/docs/what_codes_does_dbs_use_1_jan_2018.pdf

DBS USE: Plan Approval #	PR Fee \$	Date Received :	Received by Initials:
<input style="width: 95%; height: 20px;" type="text"/>			

Total Valuation	Plan Review Fee
\$1 to \$500	\$9.40
Over \$500 to \$2,000	\$9.40 for the first \$500 plus \$1.22 for each additional \$100, or fraction thereof
Over \$2,000 to \$25,000	\$27.70 for the first \$2,000 plus \$5.60 for each additional \$1,000, or fraction thereof
Over \$25,000 to \$50,000	\$156.70 for the first \$25,000 plus \$4.04 for each additional \$1,000, or fraction thereof
Over \$50,000 to \$100,000	\$257.50 for the first \$50,000 plus \$2.80 for each additional \$1,000, or fraction thereof
Over \$100,000 to \$500,000	\$397.50 for the first \$100,000 plus \$2.24 for each additional \$1,000, or fraction thereof
Over \$500,000 to \$1,000,000	\$1,293.50 for first \$500,000 plus \$1.90 for each additional \$1,000, or fraction thereof
Over \$1,000,000 to \$5,000,000	\$2,243.50 for first \$1,000,000 plus \$1.46 for each additional \$1,000, or fraction thereof
Over \$5,000,000 to \$10,000,000	\$8,083.50 for first \$5,000,000 plus \$1.10 for each additional \$1,000, or fraction thereof
Over \$10,000,000	\$13,583.50 for first \$10,000,000 plus \$.80 for each additional \$1,000, or fraction thereof