



TOWN OF DEWEY-HUMBOLDT

"Arizona's Country Town"

BUILDING PERMIT
Application
 Community Development
 PO Box 69 - Humboldt, AZ 86329

www.dhaz.gov

Phone: 928-632-7362, Fax: 928-632-7365

DATE Submitted: _____ PERMIT # (office): _____ PARCEL # _____

Permit Type: Residential Other Project Valuation (exclude land): \$ _____

Site Address: _____

Property Owner: _____ Applicant: _____

Owner Mailing Address: _____ City/State/Zip: _____

Applicant Email: _____ Applicant Phone: (____) _____

Project Description: _____ Sq. Footage: _____

Is Project being done as Owner Builder? Yes No
 I am the Owner/Builder of the property. I will follow in strict compliance with ARS 32-1121A.5. The property is intended for sole occupancy by the owner, not intended for occupancy by members of the public, owner's employees or business visitors. The structure(s) are NOT INTENDED FOR SALE OR RENT WITHIN 1 YEAR AFTER COMPLETION.
 I am the Owner/Developer of the property. I will follow in strict compliance with 32-1121A.6. I will contract with a licensed General Contractor pursuant to this chapter.

*****NOTE: ATTACH A COPY OF THE COUNTY SEPTIC APPROVAL*****

CONTRACTOR INFORMATION:

For projects not exempt under ARS 32-1121, the contractor must possess a current and valid Arizona license. The following Contractor information MUST be completed prior to issuance of permit. Is Contractor currently licensed under provisions of ARS 32-1169? Yes No Visit roc.az.gov/licensing for contractor license information.

Architect/Engineer: _____ Phone: (____) _____

Contractor: _____ Phone: (____) _____

Business Address: _____

City: _____ State: _____ Zip: _____

ROC #:	Expires: (MO/DA/YR)	Class:	Type:

The Town of Dewey-Humboldt does NOT regulate deed restrictions. It is recommended that all applicants check to verify that CC & R's will not be violated by the applicant if this permit is issued. Every permit issued shall become invalid two (2) years from the issue date. The building official is authorized to grant a one (1) time extension of time for a period of up to 180 days. This permit becomes null and void if work or construction authorized is not commenced within 180 days or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or performance of construction. I acknowledge that I make this statement under penalty of perjury.

I am: Owner: Contractor
 Agent: Other: _____

Signature of Applicant _____

Date _____

	Initials:	Date:
Zoning Approval:		
PW Approval:		
Flood Control		
GDP#:		
Plan Check Approval:		

Payment Date:		Initials:	
Payment Amount:			
Description:	Deposit <input type="checkbox"/>	Paid in Full <input type="checkbox"/>	
	Check <input type="checkbox"/>	Cash <input type="checkbox"/>	CC <input type="checkbox"/>
Receipt #:		Date permit final:	

Checklist for Permit Submission

Please have all checked components with you when you drop off permit so it can be submitted for review

	Residential Building Permit	Manuf. Home Permit	Solar Permit	Grading Permit	Over the Counter Permit (Elec, Plumb, Mech)	Zoning Clearance Permit (Fences, out buildings)
Signed Permit Application	X	X	X	X	X	X
*ISSUED Septic Permit (From Yavapai County)	X	X				
Types of Plans:						
• 2 Sets of Full Construction Plans	X		X	X		
• 2 AZ Stamped Truss Calculations	X					
• 2 sets of plans and footings approved by State of AZ Manufactured Housing		X				
• 1 Plot Plan 8 ½" x 11"	X	X	X	X	X	X
• 2 Site Plan 18" x 24" (Min size)	X	X	X			
Affidavit of Site Soil	X	X		X		
Soils Report	X (possibly)	X (possibly)		X (possibly)		
Directions to Site	X	X	X	X	X	X
Residential Outdoor Lighting	X	X				
Deposit or One time fee	X	X	X	X	X	X

If you are uncertain what is needed, please call us, we would be happy to help.

*Yavapai County handles all Septic Permits. We are unable to start the approval process of any residential plans until we know where the approved septic system will be located and its size.

Town of Dewey-Humboldt

Directions to Site

- An actual detailed line map is needed, not written instructions.
- Use starting point of Highway 69 (a North to South Rd)
- Make sure **street names** and north arrows **ARE readable**.
- If the map is not adequate it could cause a delay in issuing your permit.

Parcel ID _____ Address _____



TOWN OF DEWEY-HUMBOLDT Plot Plan Sketch and Affidavit

I certify that I am authorized by the property owner to make this application, that all information provided for this application is correct and that this plot plan, as part of the permit, indicates all structures (including fences, walls, and pads), correct property and building dimensions; setback distances; legal access and easements; road cuts; walls and/or any water course (including washes, drainage ditches etc.) on or within 50'; 100' and 200' respectively of the property. We agree to conform to all applicable laws of this jurisdiction.

Signature

Date

Orientation of Plot Plan

Dimension & Lettering ↕				
Dimension & Lettering ↔				

Document #

Sec

Twn

Rng

A P N

Zoning: _____

Stories: _____

Height: _____

Slope: _____ %

FY: _____

RY: _____

EY: _____

IY: _____

LC: _____

Lot Area _____

Lot % _____

Density Used: _____

Scale: _____

North
Arrow

MUST BE DRAWN TO SCALE PER CHECKLIST. An additional 8 1/2" x 11" sheet may be used to provide an area map for a parcel which exceeds 2 acres or dimensions of 300 feet.



FOR HOMEOWNER USE DETAILED PLAN REQUIREMENTS

www.dhaz.gov

Phone: 928-632-7362, Fax: 928-632-7365

Note: All submittals shall be site specific and designed to the provisions of the 2018 International Residential Code (IRC) and the 2018 International Energy Conservation Code. Any portion of the design which is beyond the scope of the 2012 IRC or is non-conventional shall have that portion designed in accordance with accepted engineering practices. Plans, details and calculations shall be signed, sealed and dated by a Registrant (Architect or Engineer) licensed in the State of Arizona.

The Minimum Content Requirements For Plan Submittals Are As Follows:

Foundation Plan: - Note: Upon Inspection of the site, a Soils Report and/or Compaction Report may be required prior to footing approval.

- Foundation and required expanded footings shall include dimensions and reinforcement type, size and locations.
- Cross-section of the foundation and details.
- Hold-down types or other embedded hardware for framing attachments including locations.
- Include heights and limits for stem walls of varying heights.
- Detail insulation material types with notes as to R-value, location and weather protection of thermal envelope for slabs, foundation stems, mono footings, crawlspaces and/or basement walls.

Floor Plan:

- Braced wall lines (exterior and interior) shall be clearly indicated and a schedule included which specifies the method of bracing to be used and foundation attachments.
- Provide a square footage summary of each of the following: livable, garage, carport, covered patios, porches, and basement (finished or unfinished) and any other areas.
- Provide a window/door/skylight schedule. Schedule shall include sizes, operation (fixed, slider, awning, etc.) safety glazing, egress, fenestration U-factors and glazing solar heat gain coefficient (SHGC).
- Location and type of thermostatically controlled heat source.
- Label intended use for all rooms and ceiling heights of each room.
- Indicate location and types of fire separations including construction methods to be used.

Electrical Plan:

- Complete layout showing locations of receptacles including GFCI's and AFCI's, switches, smoke detectors, fixed equipment, sub-panels and service entrance.
- Indicate a minimum of two (2) 20 amp GFCI protected circuits are provided for small appliances in the kitchen/dining room.
- Electrical service exceeding 400 amps shall include load calculations and a one-line diagram.

Floor Framing Plan:

- Headers, beams and/or lintel sizes for all load bearing locations including grade and species.
- Detail sizes and location of all load bearing posts and connections/fasteners to beams and foundation.
- All floor joists are noted with dimensions and connections/fasteners indicated.
- Include under-floor access location and under-floor ventilation types, sizes and locations.
- Detail insulation material with notes as to R-value at the intersection of floor systems with exterior walls, crawlspaces, basement walls, mass walls, and at conditioned space separation barriers.

Roof Framing Plan:

- Headers, beams and/or lintel sizes and the number of required trimmers/jacks for load bearing walls including grade and species.
- Rafters and ceiling joists are noted with dimensions and construction/fasteners indicated.
- Types and sizes of attic ventilation to be used and their locations.
- Over-framing details for conventionally framed portions on truss roof systems.
- Show locations of any roof-mounted equipment such as solar panels, HVAC, etc.
- Detail insulation material with notes as to R-value at the intersection of the roof system with exterior walls, knee walls, attic ceilings, mass walls and at conditioned space separation barriers.

Elevation Views:

- Materials used for roof covering and exterior finishes are noted.
- Existing and proposed grade lines, plate heights and building height are specified.
- Stepped foundation, if applicable, shown.

Building Sections and Connections:

- A minimum of two (2) fully dimensioned building cross-sections perpendicular to one another from foundation to roof with all materials specified.
- All materials used (steel, wood, concrete, etc.) with specified grade and species.
- Provide details for framing connections.
- Clearly indicate the building thermal envelope elements that enclose the conditioned space. Indicate the material types with notes as to R-value for each element (basement walls, exterior walls, floors, roofs, conditioned space separation barriers and the like). Indicate the specific types of building wrap material to be installed. *Note: Must be approved as a moisture and air barrier.*

Mechanical Plans:

- Provide note to indicate duct material type and R-Value.
- Show return and supply air grill locations and sizes.
- Identify manufacturers' model numbers and equipment capacities of A/C and heating units. Show locations for equipment.
- Specify condensation line locations and terminations.
- Provide specifications for bathroom exhaust fans (CFM rating).
- Provide combustion air details for all gas appliances including calculations for amount required (show compliance with 2018 IRC).

Plumbing Plan:

- Provide fixture unit calculations.
- Specify type of water supply (well, public system, shared well or haul) and size of main water service line (size based on fixture unit count and 2018 IRC).
- Provide a detail of the water heater temperature/pressure relief piping to drain termination location.
- Provide a one-line gas isometric drawing to include:
 1. Type of fuel – natural or LPG.
 2. Total developed length of piping from meter/tank to furthest appliance outlet.
 3. Total BTU/CFH demand.
 4. Total BTU/CFH rating of each appliance.
 5. The size, type and length of each pipe section in the system.
 6. The size, type (above or below grade) and location of the LPG tank.
- For new site-built homes, indicate the type of automatic hot water circulation pump, manual shut off switch and piping insulation R-value (R2 min.)

Additional Drawings/Information Required if Site Built:

- I-Joists Systems (roof or floor) from the manufacturer with the manufacturer's layout sheet and engineering sheets.
- Engineering calculations, plans and details relevant to any engineering obtained – to be sealed by an Arizona Registrant
- ICC Evaluation Reports for all alternative building materials being used.
- Prepared reports for any soils testing or drainage reports.

- Specification sheets for special equipment such as solar systems, elevators, saunas, alternative heating/cooling systems, etc.

**** FINAL INSPECTION REQUIRED FOR A CERTIFICATE OF OCCUPANCY OR USE PERMIT****



TOWN OF DEWEY-HUMBOLDT

"Arizona's Country Town"

SOIL AFFIDAVIT
Community Development
PO Box 69 - Humboldt, AZ 86329

www.dhaz.gov

Phone: 928-632-7362, Fax: 928-632-7365

DATE Submitted: _____ PERMIT # (office): _____ PARCEL # _____

Site Address: _____ City/State: _____

Property Owner: _____ Applicant: _____

Owner Mailing Address: _____ City/State/Zip: _____

Applicant Email: _____ Applicant Phone: (____) _____

PLEASE ANSWER CHECK ALL CONDITONS THAT APPLY TO THIS SITE

Yes No Expansive soils on site but concrete footings and stem walls will penetrate through the clay soils and bear upon underlying soils or be filled with approved lean concrete slurry within 18 inches or more below finished grade.

Yes No Footings will extend through fill and will penetrate through the clay soils and bear upon underlying soils.

Yes No Existing fills on site? If yes, Soils Engineering Report Required

Yes No Proposed fill to be placed on site? If more than 12 inches a Soils Engineering Report Required

If the field conditions, as described in the above answers, are found to be different upon a field review, the Town may stop the project and require additional information or work tasks be accomplished prior to continuing with construction.

I/We agree to abide by the additional requirements the Town has imposed as a condition of granting this request per design for expansive soils 1805.8 IBC, or alternatively.

I/We will exercise the option to retain an Arizona registered engineer, experienced and currently practicing in the area of Geotechnical Engineering in the private sector in this area of the State of Arizona to submit a soils report and alternative design solutions for review and approval.
See attached soils report.

I/We being the owner or duly authorized representative of the owner of the property located at the above address, hereby request the requirements of the International Building Code relative to soil reports be waived for the reasons stated above. As the owner or duly authorized representative of the owner for the aforementioned property, I/We authorize this document to become a part of the permanent record for this property.

I am: Owner: Contractor:
Agent: Other: _____

Signature of Applicant

Date

FOR OFFICE USE ONLY

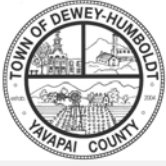
AFFIDAVIT DENIED: Your request for waiver for a soils investigation report cannot be granted for this project. Investigation of the site and Town records indicates problem soil conditions in the immediate area. A soils report and recommendations by an Arizona registered soils engineer will be required.

AFFIDAVIT GRANTED WITH THE FOLLOWING CONDITIONS:

AFFIDAVIT GRANTED: Based on the design submitted as shown on plans.

DEPARTMENT AUTHORIZATION

DATE



TOWN OF DEWEY-HUMBOLDT

“Arizona’s Country Town”

**Night Sky
Lighting List**
Community Development
PO Box 69 - Humboldt, AZ 86329

www.dhaz.gov

Phone: 928-632-7362, Fax: 928-632-7365

DATE Submitted: _____ PERMIT # _____ PARCEL # _____

Site Address: _____ City/State: _____

Property Owner: _____

(Lighting amount: < ½ acre-7,500 Lumens, ½ to 1 acre-10,000 Lumens, 1 and greater - 20,000 Lumens)

Parcel size: _____ acres will utilize the following outdoor lighting package:

Incan=incandescent, Hal=halogen, Com=compact fluorescent, MS=motion sensing, S=Shielded

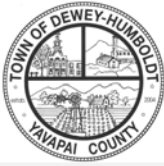
Quantity	Location	Wattage	Type & Fixture	Lumens Each	Lumens Total
Example:					
2	Front Porch	100	Incan / S	1600	3200
Total lumens:					

Remaining allowable lumens for this parcel: _____

I, the undersigned, acknowledge that The Town of Dewey-Humboldt has a Light Pollution Control Resolution and believe to the best of my understanding that the foregoing installations will be in full compliance with the Resolution. I understand that if the foregoing installations are determined not to be in full compliance with the Light Pollution Control Regulations, it shall be my responsibility to bring the installations into compliance.

Owner or Agent

Date



FOR HOMEOWNER USE NIGHT SKY LIGHTING INFORMATION

www.dhaz.gov

Phone: 928-632-7362, Fax: 928-632-7365

The Town of Dewey-Humboldt has taken an active role in the preservation of the night-sky through Zoning Regulations within the Town Code, Sections 153.150-153.153 (Light Pollution Control). For commercial applications or further details, you may research Town Code, Chapter 153

In part: All light fixtures, including security lighting, shall be **aimed or shielded** so that the direct illumination shall be confined to the property boundaries. Particular care is to be taken to assure that the direct illumination does not fall onto or across any public or private street or road.

Motion sensing lighting fixtures shall be properly adjusted, to turn off when detected motion ceases. Motion sensing lights can be turned to "constant ON" for the purposes of illuminating yard areas for private recreational activities so long as they are turned to their automatic setting at the conclusion of the activity.

Installation of new mercury vapor light fixtures has been prohibited since May of 1985.

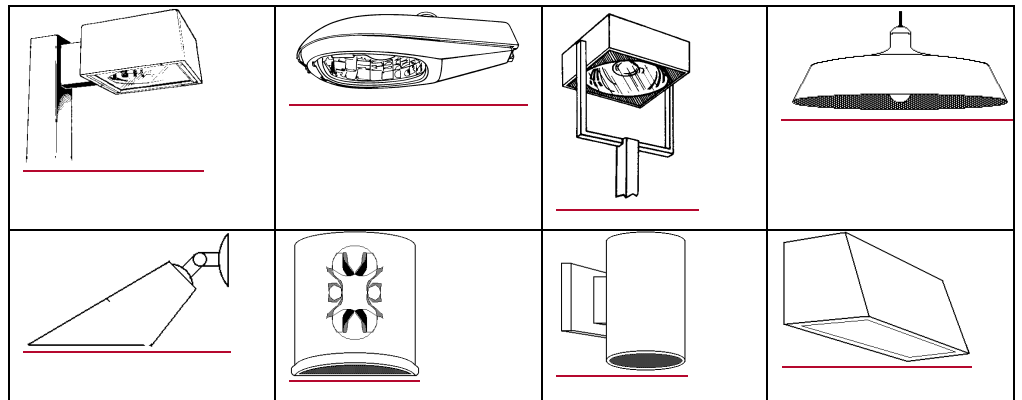
Landscaping up-lighting may be acceptable, but must be approved by the Community Development Director.

Applicant is to provide manufacturer's cut-sheet/catalog information detailing fixture shielding and lumen output of bulbs to be installed, and where required, a drawing/illustration of the proposed shielded fixture upon application for a building permit requiring exterior lighting.

Lighting amount: < 1/2 acre-7,500 Lumens 1/2 to 1 acre-10,000 Lumens 1 and greater - 20,000 Lumens

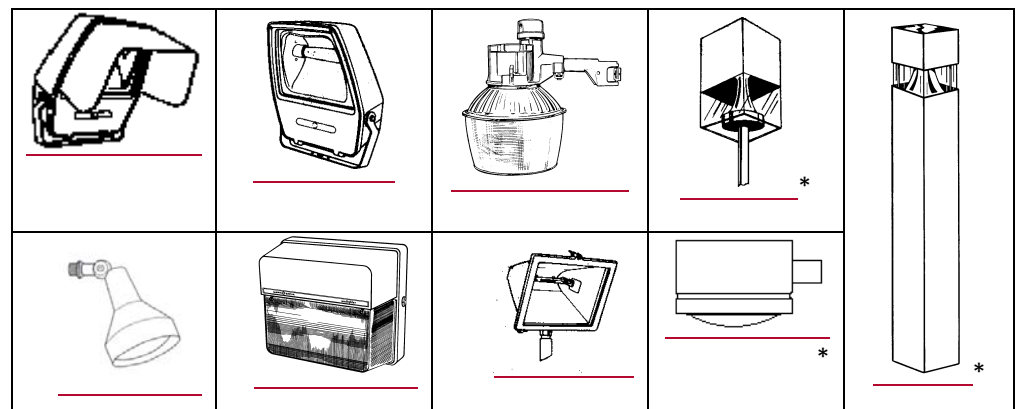
Note: Lumen is the unit used to measure the actual amount of visible light, produced by a lamp. Comparison: (W=Watt and L=Lumen) 60W = 840L, 75W = 1,125L, 100W = 1600L, 150W = 2,780L, 300W = 4,620L

Examples of fixtures that are **Fully Shielded** (Note: To be fully shielded these fixtures must be closed on top and mounted such that the bottom opening is horizontal).



Examples of fixtures that are **NOT Fully Shielded**.

*Note: Reflective surfaces within the fixture and or lens covers are directly visible from the side.





FOR HOMEOWNER USE INSPECTION INFORMATION

REQUIRED INSPECTIONS

Site-Built Homes, Garages, Sheds, etc.

****Please call a minimum of 24 hours prior for inspections, they will be completed in 1-3 working days.**

****Approved set of plans and inspection card must be present for inspector reference.**

Footing: After excavations for footings are complete and required reinforcing steel is in place. For concrete footings, any required forms shall be in place prior to inspection. Porta-Jon on site.

Stem wall/grout: Inspection shall be made prior to any grout or concrete being placed after the masonry units and required forms are completed and any required reinforcing steel installed, including the installation of any required framing attachments, which shall be secured in the wall.

Reinforced masonry, insulating concrete form (ICF) and conventionally formed concrete wall inspection: Inspected after plumbing, mechanical and electrical systems embedded within the walls, and reinforcing steel are in place and prior to placement of grout or concrete. Inspection shall verify the correct size, location, spacing and lapping of reinforcing. For masonry walls, inspection shall also verify that the location of grout cleanouts and size of grout spaces comply with the requirements of this code.

Plumbing, mechanical, gas and electrical systems inspection: Rough inspection shall be made prior to covering or concealment, before fixtures or appliances are set or installed, and prior to slab grade inspection, or at the time of rough-in inspection prior to insulation. Exception: Back-filling of ground-source heat pump loop systems tested in accordance with Section M2105.1 prior to inspection shall be permitted as per the 2018 International Residential Code

Concrete slab and under-floor inspection: Inspection shall be made after in-slab or under-floor reinforcing steel and building service equipment, conduit, piping accessories and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the sub floor. Residential building concrete slab inspections shall include the garage floor. Exception: Concrete flat work (driveways, walkways, and pads not to be used in connection with a structural component).

Floodplain inspections: As determined by the Yavapai County Flood Control department, inspection upon placement of the lowest floor, including the basement, and prior to further vertical construction, the building official shall require submission of documentation, prepared and sealed by a registered design professional, of the elevation of the lowest floor, including the basement.

Roof nailing and exterior braced wall panels: Inspection shall be made after the roof deck sheathing, exterior wall sheathing, and required wall framing attachments are in place and prior to the installation of the roofing material and exterior wall covering. All required wall framing attachments to the foundation and stem wall systems shall be in place.

Moisture barrier: Inspection shall be performed after all flashings, windows, and moisture barrier is installed prior to the installation of any exterior wall covering.

Framing and exterior lath: Inspection shall be made after all framing, fire-blocking, windows, and bracing are in place and pipes, chimneys and vents to be concealed are complete and the rough electrical, plumbing, heating, wiring, pipes and ducts are installed. All penetrations through the floor and through the top plate into the attic must be sealed and exterior lath is installed and roof completely dried in with either the roofing material or approved roofing paper. Stucco wall covering shall be inspected at this time.

Energy efficiency inspection: Inspection shall be made after frame and exterior lath inspection and all rough plumbing, mechanical, gas, and electrical systems are approved and prior to covering or concealment. Blown or sprayed roof/ceiling insulation may be verified before final inspection with markers affixed to the trusses or joists and marked with the insulation thickness by one inch (1") inch high numbers. A minimum of one (1)

marker provided for each 300 square feet of area with numbers to face the attic access opening. In lieu of an insulation inspection, a certification from the insulation installer may be submitted.

Gypsum/Drywall Inspection: Inspection shall be made of interior and exterior boards before any joints and fasteners are taped and finished.

Fire-resistant penetrations and fire resistance-rated construction inspection: Protection of joints and penetrations in fire-resistance-rated assemblies shall not be concealed from view until inspected. Where fire-resistance-rated construction is required between dwelling units or due to location on property, the building official shall require an inspection of such construction after all lathing and/or wallboard is in place, but before any plaster is applied, or before wall board joints and fasteners are taped and finished.

Final inspection: Inspection shall be made after the permitted work is complete and prior to occupancy. Certificate of Occupancy or Use will not be issued until Final Inspection is **approved**.

VOLUNTARY ENERGY SAVING CONSTRUCTION

Dewey-Humboldt supports **voluntary Energy Saving Construction** for residential projects; thus the following criteria are optional. Energy compliance may be attained by utilizing simplified prescriptive building envelope thermal component criteria (2018 IRC minimum insulation R values: ceilings R-38; walls R-13, and floors R-19).

- | Points | BUILDING / DESIGN |
|-----------------------------|---|
| <input type="checkbox"/> 10 | Home orientation, preferable East-West roofline (plus/minus 15 degrees) |
| <input type="checkbox"/> 30 | Windows with U-.4, Skylight with U-.6 |
| <input type="checkbox"/> 30 | Low E windows on South, with insulating blinds, planting deciduous trees |
| <input type="checkbox"/> 15 | Windows on the East and West (may be Low-E); with minimum windows on the West. |
| <input type="checkbox"/> 15 | Minimum number of windows on North, planting of evergreen trees |
| <input type="checkbox"/> 15 | Foam seal interior and exterior walls, sill and plate penetrations. |
| <input type="checkbox"/> 15 | Foam covers for receptacle and switch covers, caulk windows and doors |
| <input type="checkbox"/> 15 | Proper roof overhang design to prevent summer overheating on South side |
| <input type="checkbox"/> 20 | Properly Installed minimum of R-38 ceiling, R-19 walls, R-19 floor and R-10 Crawl Space |
| <input type="checkbox"/> 30 | Slab Insulation R-10, 2 foot on stem wall and 2 foot under slab |
| PLUMBING | |
| <input type="checkbox"/> 30 | Half of toilets to be dual-flush |
| <input type="checkbox"/> 10 | Provide solar heated water or pre-wire, pre-plumb for solar water heating |
| <input type="checkbox"/> 15 | Provide timer for circulation of insulated hot water lines when the home is over 1200 sf. |
| <input type="checkbox"/> 20 | Provide On-Demand structural plumbing for circulating hot water. |
| <input type="checkbox"/> 10 | Insulated or blanketed Water Heaters, with an Energy Factor of .8 or greater. |
| <input type="checkbox"/> 15 | Pre-plumb for Grey water drainage, can be tied with sewer outside building |
| HVAC | |
| <input type="checkbox"/> 20 | Conduct blower door test (.35 ACH) |
| <input type="checkbox"/> 20 | Conduct Duct Blaster test (3% of home Square Footage) |
| <input type="checkbox"/> 30 | Heating AFUE 90% efficient, and cooling SEER of 13, Manual J and D |
| <input type="checkbox"/> 20 | Supply and return ducts insulated to R-6, and mastic sealed. N1103.2.1 |
| <input type="checkbox"/> 15 | Provide box of filters and filter cleaning schedule (once a month, etc.) |
| <input type="checkbox"/> 30 | Setback thermostat installed and homeowner educated in use |
| ELECTRICAL | |
| <input type="checkbox"/> 30 | ENERGY STAR light fixture and appliances |
| <input type="checkbox"/> 15 | Exterior lighting with motion detectors |
| <input type="checkbox"/> 20 | Minimum of 75% of lighting fluorescent or compact fluorescent |

Choose the items you want to include and meet 90% of the total points available to qualify. If you are joining the *Energy Saving Construction* program, this will be added to the plans and inspected to the above guidelines.