AGENDA
PAYETTE CITY COUNCIL
December 5, 2011
WORK SESSION & REGULAR MEETING

HONORABLE MAYOR JEFFREY T. WILLIAMS PRESIDING

GEORGIA HANIGAN	**MARK HELEKER**
LEE NELSON	**IVAN MUSSELL**
KATHY DODSON	**LES COCHRAN**

6:00 PM – Work Session

A. Forestry Commission proposed Tree Ordinance changes
B. Design Review packets
C. Non-conforming Use Properties
D. Mayor Informational Points

7:00 PM – Regular Meeting

I. ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. CITIZENS COMMENTS

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XII. MAYOR'S COMMENTS

XIII. CITIZEN'S COMMENTS
(Limited to 5 minutes per person, at the discretion of the Mayor)

XIV. ADJOURNMENT

Chapter 12.18
PAYETTE CITY ~~COMMUNITY FOREST~~ TREE ORDINANCE

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12.18.130: CERTIFIED ARBORIST REQUIRED:
12.18.140: REQUIRED CARE OF PRIVATE TREES:
12.18.150: RECOMMENDED CARE OF PRIVATE TREES:
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12.18.010: SHORT TITLE:

This chapter shall be known and cited as the ~~*CITY OF PAYETTE COMMUNITY FOREST CHAPTER.*~~ PAYETTE CITY TREE ORDINANCE (Ord. 1177, 2000)

12.18.020: DEFINITIONS:

ADJACENT PROPERTY OWNER: Any person owning property adjacent to public right of way.

ANSI A300: The "American National Standard for Tree Care Operations - Tree, Shrub and Other Woody Plant Maintenance Standard Practices". This is a document offering basic performance standards for tree pruning, published in 1995 by the American National Standards Institute (ANSI) or the same as amended from time to time.

ALTERNATE HOST PLANT: One of two (2) kinds of plants on which a pest must develop to complete its life cycle.

ARBORICULTURE: The cultivation of trees, including planting, pruning, removal or any other action

that affects the growth and maintenance of trees.

CITY: The city of Payette, Idaho.

CITY ADMINISTRATOR: Payette City Clerk and/or a designee of the mayor and Payette city council.

CITY FORESTER: also referred to as Parks Superintendent or the City Forester's designee.

COMMISSION: Payette Community Forestry Commission.

COMMUNITY FOREST: The sum of all trees and shrubs within the city of Payette.

COUNCIL: The Payette City Council.

CRITICAL ROOT ZONE: The area under a tree extending from the base of a tree in all directions to an imaginary line ten feet (10') outside of the drip line or as determined at a preliminary site inspection by the ~~superintendent~~ City Forester.

HAZARD/HAZARDOUS: Any tree, public or private, with visibly defined structural defects likely to cause failure to all or part of the tree, and be a danger to public safety.

LICENSEE/APPLICANT: Any person or business performing tree care or pruning for a fee and/or compensation within the City of Payette.

NOTABLE PRIVATE TREE: A private tree that may be classified as an addition to the Payette community forest at the private owner's request.

PAYETTE COMMUNITY FORESTRY COMMISSION: As stated in Section 12.18.060.

PERSON: Any individual, firm, partnership, corporation, association, company or organization of any kind.

PEST: Any insect, disease or other organism harmful to trees.

PRIVATE TREE: Any tree (inclusive of roots within the critical root zone), within the community forest that is not a public tree.

PRUNING: The practice of cutting tree limbs according to standards contained in ANSI A300.

PUBLIC PROPERTY: Any property owned by, dedicated to, or deeded to the public or for the public's use. City parks, public rights of way and other publicly owned, controlled, leased or managed properties are included in this definition. This definition excludes any federal or state owned properties except where otherwise provided by contract or law.

PUBLIC RIGHTS OF WAY: Improved or unimproved public property owned by, dedicated to, or deeded to the public or for the public's use, for the purpose of providing vehicular, pedestrian and other public use. Such public property provides circulation and travel to abutting properties and includes, but is not limited to, streets, sidewalks, landscaping, and provisions for public utilities, cut and fill slopes, and open public space. For purposes of this Chapter, alleys are excluded from this definition.

PUBLIC SAFETY: The condition of being safe from bodily harm and/or property damage resulting from tree conditions and/or failures while using public property.

PUBLIC TREE: Any tree (inclusive of roots within the critical root zone) whose trunk is located, partly or in whole, on public property.

SHRUB: A multiple stemmed, woody plant whose height at maturity is between three feet (3') and fifteen feet (15').

SUPERINTENDENT: The superintendent of public parks ~~and recreation of~~ ~~and~~ for the City of Payette, Idaho. ~~May~~ Also ~~be~~ referred to as the Payette City Forester.

TOPPING: "Rounding" or "heading back" or any other term that can be described as severe cutting back of limbs within a tree crown to buds, stubs, or laterals not large enough to assume a terminal role or as defined in ANSI A300.

TREE: Any woody plant, which is fifteen feet (15') or more in height at maturity, with a single or multiple trunks, often unbranched for several feet above the ground and having a definite crown. (Ord. 1177, 2000)

12.18.030: FINDINGS:

Whereas the City finds trees are important elements of the environment which promote and protect public health, safety, and general welfare of the community by providing:

A. A vital contribution to the aesthetic character of the community and the region's natural beauty.

B. Cost-effective protection against severe weather conditions with cooling effect in the summer months and insulating effect in winter.

C. Economic support of local property values.

D. Improved air and water quality with the absorption of pollutants, assimilation of carbon dioxide and generation of oxygen, and the reduction of excessive noise and adverse impacts caused by noise pollution.

E. A reduction of the adverse impacts of land disturbing activities such as runoff from impervious surfaces, soil erosion, land instability, and sedimentation pollution.

F. Habitat, cover, food supply and corridors for a diversity of wildlife.

12.18.040: STATEMENT OF PURPOSE:

~~The purpose of this chapter shall be to encourage the preservation, expansion, protection and proper maintenance of the Payette community forest. It is intended that the "Payette Tree Standards Manual" developed by the Payette community forestry commission be used as a guide for best management practices in tree planting, care and maintenance~~. (Ord. 1177, 2000)

This Chapter established regulations and standards necessary to ensure that the City continues to realize the benefits provided by the Community Forest. It is not intended to resolve or regulate disputes over trees on private property that do not affect general public safety. This ordinance is enacted to:

A. Promote the general welfare of the City by establishing and maintaining the maximum amount of canopy coverage provided by trees for their functions as identified in 12.18.030.

B. Preserve and enhance the City's environmental, economic and social character with mature trees.

C. Protect public safety, health and welfare.

D. Encourage site and utility planning, building and development practices to prevent indiscriminate removal or destruction of trees and avoid unnecessary disturbance to trees within the City and its Area of Impact.

E. Maintain trees in a healthy, non-hazardous condition through application of tree care standards contained in ANSI A300.

F. Establish and maintain appropriate species diversity and age classes in order to provide a stable and sustainable community forest.

G. Establish a process by which trees are to be planted, pruned and removed

H. Implement the goals and objectives of the City's Comprehensive Plan.

12.18.050: APPLICABILITY:

This chapter shall apply to any public tree within the city and to those trees on private property that violate the provisions of this chapter. The Payette Community Forestry Commission can add private trees that are notable and/or special to the inventory of the community forest at the request of the private property owner. Payette City will not incur any liability and/or expense in the maintenance of these notable and/or special trees. Private trees must be maintained according to this chapter to remain on the inventory of the Payette community forest. (Ord. 1177, 2000)

12.18.060: CREATION AND ESTABLISHMENT OF A PAYETTE COMMUNITY FORESTRY COMMISSION:

A. Commission Composition: A commission of five (5) members who will receive no salary shall be appointed by the mayor with the approval of the city council to serve three (3) year appointments with staggered terms. A city council member may be appointed to serve as a nonvoting council liaison. The city administrator or designee shall serve as an advisor to the commission.

B. Commission Operation: At their first meeting, and at the first meeting of each fiscal year, the commission shall elect a chair, vice chair, and secretary from within its membership, shall hold regular public meetings as required by the chair, and shall cause the secretary to maintain a written record of its deliberations and proceedings.

C. Commission Responsibility: The Payette Community Forestry Commission shall:

1. Be advisory in nature with the purpose of providing advice to the mayor, ~~and~~ city council and City Forester as to the preservation, protection and management of the Payette community forest, in accordance with the intents and purposes of this chapter.

2. Organize, conduct and periodically maintain an inventory of trees and plantable areas on the city rights of way, city parks, other public and School District No. 371-J properties. Notable private trees may be added to this inventory at the request of the private property owner.

3. Prepare a management plan designed to maintain and improve the existing community forest and develop long term goals for the community forest. The Payette Community Forestry Commission shall present and recommend a proposed community forest program to the mayor and city council for approval. All provisions of the management plan pertaining to other public properties and School District No. 371-J shall only be advisory.

4. Draft ordinances and policies for the protection of the community forest to be recommended to the mayor and city council. These policies may also be recommended to other public entities, i.e., Payette County and School District 371-J.

5. The commission will hear appeals from the licensee and/or certification applicants who are aggrieved of some action or omission taking place pursuant to the license/certification procedures of this chapter.

6. The commission will hear appeals from applicants and/or licensees who are aggrieved by the granting or denial of a permit required by this chapter.

7. The commission will develop the "Payette Tree Standards Manual", implement educational materials and programs addressing community forestry issues.

D. Coordination and Communication: The commission will coordinate its activities regarding public trees by communicating with the ~~superintendent of parks and recreation~~ City Forester by liaison through the Payette city council.

E. Funding: The commission shall recommend an annual budget to the mayor and city council. The commission is authorized to seek outside funding for commission projects as may be approved by the city council in accordance with budgetary procedures. (Ord. 1177, 2000)

12.18.070: ESTABLISHMENT AND DUTIES OF THE CITY FORESTER:

Administrative/Management Duties:

A. Develop, administer and maintain a Community Forestry Management Plan.

B. Administer a program of public outreach and education relating to Community Forestry and the planting and care of trees.

C. Maintain a licensing program as set forth in 12.18.110.

D. Establish and maintain an inventory of all public trees.

E. Maintain a Community Forestry budget to be contained within, but as a separate division of the budget of the Payette Parks Department. The City may expend funds to plant, maintain or remove trees in accordance with the provisions of this Chapter.

F. To facilitate the proper selection, planting and maintenance of trees in residential, commercial and industrial developments within City limits and the Area of Impact. The City Forester shall review and provide comment in development applications when such applications are submitted to the City Planning and Zoning Commission.

G. Establish polices to carry out the provisions of this Chapter.

H. Annually provide public notification of the requirements of this Chapter.

I. Tree Planting Duties:

1. Order the pruning and removal of public trees to ensure public health, safety and welfare while considering the health of the tree and other elements of the infrastructure.
2. Recommend trees as public nuisances as defined in 12.18.170. Abatement of public nuisances shall be completed as identified in 12.18.070.

J. Tree Removal Duties: To avoid creating public nuisances or damaging public tress, the City Forester is authorized to require their protection (including the critical root zone) from construction or other harmful practices.

12.18.080: POWERS OF ~~SUPERINTENDENT~~ CITY FORESTER/CITY ADMINISTRATOR:

The ~~superintendent of parks and recreation~~ City Forester and/or city administrator shall provide support staff for the activities of the Payette Community Forestry Commission as schedules allow. The ~~superintendent~~ City Forester and/or city administrator are authorized to carry out the tree related responsibilities set forth in this chapter, including enforcement responsibility. In doing so, the ~~superintendent~~ City Forester and/or city administrator are authorized to appoint or designate others to carry out his/her responsibilities. (Ord. 1177, 2000)

12.18.090: INTERFERENCE WITH THE CITY FORESTER UNLAWFUL:

It shall be unlawful and shall be a misdemeanor to interfere with the City Forester, any Payette City Police Officer, or Payette City Code Enforcement Officer in the performance of their duties connected with the enforcement of this Chapter.

12.18.100: UNLAWFUL PRACTICES PROHIBITED FOR PUBLIC TREES:

Public trees constitute an asset that belongs to every community resident. Public trees include all trees, which grow on city owned, or city managed lands within the corporate limits of the city of Payette. Pursuant to this chapter, it is hereby deeded unlawful and shall constitute a violation of this chapter, punishable by misdemeanor criminal penalty or by appropriate civil remedy to do any of the following to a public tree:

A. "Top" or "head back" a tree by the improper pruning or severe cutting back of limbs within a tree's crown or the removal of the top portion of the trunk of a coniferous tree.

B. To cut down, destroy or materially damage any public tree without the express authorization by the ~~superintendent of parks and recreation~~ City Forester.

C. Attach devices or structures (i.e., tree houses or signs) to, on, or within trees on public property.

D. Dispose of or apply substances which are toxic to trees, within the proximity of the critical root zone of trees on public property, whether such disposal or application be on public or private property.

E. Damage public trees through construction operations involving compaction of, excavation of, filling of, or tilling of soils within the critical root zone of trees on public property, whether such activities are on public or private property.

F. Damage a tree on public property by significantly pruning or disturbing the critical root zone whether such disturbance takes place on public or private property.

G. Vandalize or otherwise harm a public tree by defacing or injuring the bark, limbs, roots or trunk by cutting, burning, chopping, applying substances or other means of inducing harm to the shape or vitality of the tree.

H. Remove or break cultural devices such as bracing, cabling, guying, implant capsules, irrigation, stakes or protective devices for trees on public property.

I. Fail to immediately clean debris from public or private tree maintenance and/or removal so that travel will not be impeded on sidewalks or streets. Cleanup of all debris from tree maintenance and/or removal shall be completed within seventy two (72) hours of completed trimming and/or removal work. The ~~superintendent~~ City Forester and/or the department of public safety may require a ~~timelier~~ more timely cleanup.

J. Plant a tree species with unacceptable tree height or rooting system (based on the "Manual Of Woody Landscape Plants" [Dirr, 1990] published by Stipes Publishing or Street "Tree Fact Sheets" [1993] published by Pennsylvania State University College of Agricultural Sciences), under a utility line, within a utility easement, or in sidewalk planting strips or other parts of the public right of way. The following trees are expressly prohibited for use as street trees within public street rights of way or where they are within the zone of influence of adjacent public sidewalks (unless in accordance with a landscape design approved by the ~~superintendent of parks and recreation~~ City Forester and by the Community Forestry Commission):

1. Acer saccharum - silver maple.
2. Betula paperifera - paperbark birch.
3. Betula pendula - European white birch.
4. Fraxinus excelsior - European ash.
5. Ginkgo biloba - ginkgo (female tree).
6. Gledistia tricanthos - thorned honey locust.
7. Juglans nigra - black walnut.
8. Populus species - poplars, aspen, cottonwood, etc.
9. Robinia pseudoacacia - black locust.
10. Salix species - willow species.
11. Ulmus species - elm species.

12. ~~Coniferous species - firs, pines, or cedar.~~

K. Plant trees under the following conditions or in the following circumstances (unless in accordance with a landscape design approved by the ~~superintendent of parks and recreation~~ City Forester):

1. Within four feet (4') of any building or structure.

2. Within ten feet (10') of any fire hydrants or utility poles.

3. Within two feet (2') of an existing curb or sidewalk.

4. Within ten feet (10') of a public sanitary sewer or waterline.

5. Within four feet (4') of a meter vault box.

6. Within twenty feet (20') of a stop or yield sign.

7. Within four feet (4') of a residential driveway.

8. Within six feet (6') of a commercial driveway.

9. Within ten feet (10') of an alleyway access.

10. Within twenty feet (20') of a streetlight standard.

L. Plant a tree within the "sight vision triangle" of controlled or uncontrolled intersections. The "vision triangle" is defined as the triangular area formed by intersecting streets and roads protected from vision obstruction by provisions of Idaho Code and this code.

M. Not to replace a public tree, which was removed unless otherwise authorized by the ~~superintendent of parks and recreation~~ City Forester.

N. Plant a public tree that is smaller than one and one-half inch ($1^1/_2$") caliper for class I trees and two and one-half inch ($2^1/_2$") caliper for class II and class III trees. Class I trees are fifteen (15) to thirty feet (30') in ultimate height and spread. Class II trees are thirty (30) to sixty feet (60') in ultimate height and width. Class III trees are greater than sixty feet (60') in ultimate height. Ultimate height is to be determined by reference to the "Manual Of Woody Landscape Plants" (Dirr, 1990) a copy of which is maintained in the Payette City Hall.

O. Plant trees within sidewalks without providing tree wells with a minimum four foot by four foot (4' x 4') (16 square foot) opening or plant trees in the right of way without providing protection of the tree base, such as edging, mulch or arbor guards.

P. Plant trees on public property which do not meet the minimum acceptable standards as established by the American Association of Nurserymen for stock true to name and type, which are bare rooted, damaged, diseased or disfigured, which are not hardy for the Payette area or without removing all non-biodegradable wrapping around the root ball including twine, wire, baskets, rope, treated or synthetic burlap. (Ord. 1177, 2000)

Q. Planting, Removal & Defacing:

1. Attach any object to public tree(s).

2. Dig, trench, excavate or pile soil or any other materials within the critical root zone of any public tree(s).

3. Approval from the City Forester must be made prior to pruning or removal of any public tree on private property, application for permit must be made by the property owner or private tree firm currently licensed in B of this Section.

12.18.110: PAYETTE CITY BUSINESS LICENSE REQUIRED:

A. A Payette city business license is required for any person or business performing tree care or pruning for a fee and/or compensation within the Payette city limits. The Payette business license is to be renewed annually.

B. The licensee/applicant at the time of issuance and/or renewal of such business license shall furnish to the city:

1. Evidence of public liability insurance with limits no less than five hundred thousand dollars ($500,000.00) combined single limits for business and vehicular operation.

2. Evidence of workman's compensation insurance.

3. Evidence to satisfy section 12.18.140 of this chapter. (Ord. 1177, 2000)

12.18.120: COMPENSATORY PAYMENTS:

In the event any person removes, destroys or damages any public tree except as otherwise required by law, that person shall be required to replace such tree with a tree(s) of equivalent dollar value on public property, unless otherwise determined by the City Forester. The value of tree shall be determined by the City Forester in accordance with accepted plant appraisal methods as set forth in the most recent edition of The Guide for Plant Appraisal, published by the International Society of Arboriculture or the same as amended from time to time. If no suitable location exists in the vicinity of the tree removed or if the replacement tree(s) is of lesser value, the person causing the tree to be removed shall make a compensatory payment to the City of Payette equal to the difference in value between the tree removed and any replacement tree(s). Any public tree that is determined by the City Forester to be damaged, but not sufficiently to justify its removal, shall be considered to be devalued. The amount of devaluation shall be paid to the City by the person causing the damage. Compensatory payments shall be paid into a fund established for that purpose and restricted to use for community forestry program. Nothing in this ordinance shall prohibit the City of Payette from negotiating agreements with other governmental entities regarding penalties and compensatory payment for removal, damage or destruction of public trees.

12.18.130: CERTIFIED ARBORIST REQUIRED:

A. When the pruning of trees on public property is undertaken by utilities and/or professional tree care operators (including any person or business performing tree care or pruning for a fee and/or compensation), such work shall be done under the supervision of a person qualified as either a certified arborist by the International Society of Arboriculture; certification, by NAA (National Arborist's Association); or, an equivalent certification approved by the Payette Community Forestry Commission. Compliance with these standards shall require that the certified arborist

visit the site of the work to prescribe the pruning to be done and to actively monitor the pruning operation.

B. This requirement shall not prohibit an adjoining home or business owner from carrying out minor pruning on public trees immediately adjoining his/her property as long as such minor pruning does not alter the essential shape of the tree or does not violate any of the specific prohibitions established by this chapter. (Ord. 1177, 2000)

12.18.140: REQUIRED CARE OF PRIVATE TREES:

Each landowner with private trees on his/her land is hereby legally responsible to carry out the following duties concerning said trees:

A. Maintain trees and shrubs on private lands so they will not endanger the public or become hazardous to public right of way, public utilities or other public property.

B. Control injurious pests by removing debris or trees harboring insects or disease from their private real property or by using other legally approved methods to eradicate tree borne insects or disease.

C. The Community Forestry Committee is authorized to take such steps as ~~(s)he may deem~~ necessary to protect the community forest from actions or inaction regarding trees on private lands. Retention or neglect of a tree on private lands which harbors insects or diseases which endangers the health or vitality of the Payette community forest shall be deemed a violation of this chapter which shall be subject to the remedies and penalties otherwise set forth herein. (Ord. 1177, 2000)

12.18.150: RECOMMENDED CARE OF PRIVATE TREES:

A. Persons or businesses licensed by the city and recognized as Certified Arborists should do maintenance on private trees.

B. Private property owners may adopt section 12.18.100 of this chapter for the maintenance of private trees.

C. Private property owners should report any violations or omissions by licensed professionals concerning the maintenance of private trees to the community forestry commission.

D. Nothing contained within this chapter shall prohibit a property owner from trimming, topping, cutting, maintaining or pruning any tree located upon that person's property.

E. Nothing contained within this chapter shall be construed as requiring the city to maintain trees which are on private property, or which are located on privately owned property but which are within a street, alley, highway or public utility right of way or which have not been the responsibility of the city prior to the passage of this chapter. (Ord. 1177, 2000)

12.18.160: REMOVAL OF PUBLIC TREES:

A. Trees on public lands shall not be removed by private individuals without the prior written authorization of the Payette Community Forestry Commission. The following criteria will be considered:

1. Whether the tree is sufficiently diseased or is an alternate host of an injurious disease.

2. Whether the tree is harboring injurious insects or pathogens and may cause significant potential danger to the Payette community forest.

3. The tree is dead or nearly dead and/or constitutes a public safety hazard.

4. The tree interferes with overhead utility lines and creates an irresolvable public safety hazard.

5. Any other criteria deemed to be in the public interest, such as, but not limited to, the destruction of sidewalks.

6. The Payette Forestry Commission issues a declaration of public nuisance.

B. Replacement of a public tree shall be required when removal of a public tree occurs without authorization from the Payette Community Forestry Commission unless replacement would be contrary to the public interest. Said obligation of replacement shall be additional to other sanctions required by this chapter. Replacement may be required at a location different from the place of removal. (Ord. 1177, 2000)

12.18.170: VIOLATION AND PENALTIES:

A. Any person who violates any provision of this chapter shall be deemed guilty of a misdemeanor and may be punished by a fine ~~of not more than three hundred dollars ($300.00) or imprisonment of not more than six (6) months in jail or by both a fine and imprisonment~~. and/or imprisonment up to but not exceeding the maximum penalties set forth in Idaho Code section 50-302, as amended. Each violation, including the removal of each public tree, may be considered a separate violation. Should any person be found guilty in a court of competent jurisdiction or otherwise plead guilty to an alleged violation hereof, the court may order restitution if the Payette community forest is diminished or harmed as a consequence of such violation. Restitution recommendations shall not exceed the replacement or appraisal value formulas for said damaged or eliminated tree(s) established by the "Guide For Plant Appraisal", written by the council of tree and landscape appraisers, published by the International Society of Arboriculture. The community forestry commission shall recommend such restitution amount to the prosecutor, utilizing said value formulas.

B. The city may undertake civil legal action in a court of competent jurisdiction to seek to enjoin conduct which violates the provisions of this chapter, or to recover the reasonable costs of actions deemed necessary to bring about compliance herewith. Said actions may also seek restitution for damages and costs incurred to remedy the consequences of violation. (Ord. 1177, 2000)

12.18.180: LICENSE SUSPENSION, REVOCATION AND/OR DENIAL:

A. Upon recommendation of the Payette Community Forestry Commission the city administrator may suspend or revoke any license when the licensee commits one or more certain acts or omissions. These acts or omissions shall include, but are not limited to:

1. Violation of any provision of the Payette ~~community forest~~ City Tree Ordinance.

2. Knowingly combining or conspiring with another person by permitting one's license or certification to be used by such other person, unless employed by the licensee.

3. Acting as an agent, partner, and associate or in any other capacity with another person in an attempt to evade the provisions of this chapter.

4. Denial of a license or certification by noncompliance of sections 12.18.100 and 12.18.110 of this chapter.

5. A complaint filed by a private tree owner and verified by the Community Forestry Commission.

B. The licensee/applicant shall be notified in writing that the license has been suspended, revoked or denied. This notice shall be by registered mail or personal service within seven (7) days after the city administrator's action. The written notice shall specify the reasons for the action and inform the licensee/applicant of his or her right to appeal the decision of the city administrator to the city council. (Ord. 1177, 2000)

12.18.190: APPEAL PROCEDURE:

When a license is suspended, revoked or denied, the appeal procedure shall be as follows:

A. Upon receipt of such notice, the licensee/applicant may request an appeal hearing. The request shall be in writing and submitted to the administrator within fourteen (14) days from the date of mailing or personal service of the administrator's decision.

B. Upon receipt of a request for hearing by the licensee/applicant, the administrator shall arrange a time, date and place for the hearing within thirty (30) days before the city council and shall notify the licensee/applicant no less than fourteen (14) days prior to the date of the hearing. The notice shall state that counsel may represent the licensee/ applicant and that the hearing will be a public meeting.

C. The chair or designee of the Payette Community Forestry Commission shall present the reasons for recommending the action taken. The licensee/applicant may be in attendance and/or may be represented by counsel. The evidence presented by either party may consist of relevant physical evidence and testimony. The city council shall take the matter under advisement and shall notify the licensee/applicant within fourteen (14) days from the date of the hearing, of its findings. (Ord. 1177, 2000)

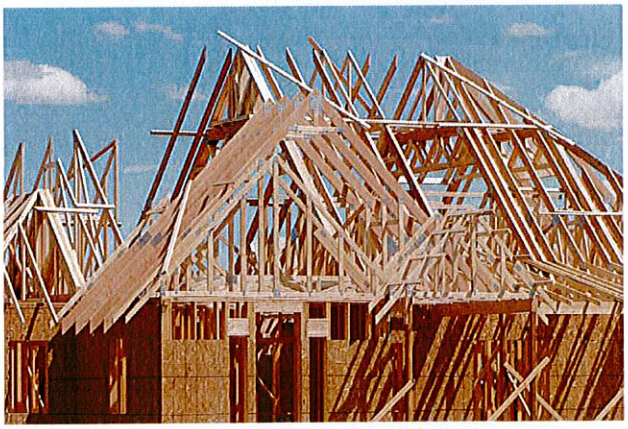
12.18.200: SEVERABILITY:

The provision of this Chapter shall be deemed severable and findings by a court of law that a provision of this Chapter is unlawful shall have no effect on the remaining provisions.

City of Payette

RESIDENTIAL CONSTRUCTION

CITY INSPECTION PROCESS



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IMPORTANT NOTE!!

This pamphlet provides information on the residential building code inspection process for the City of Payette. The goal is to acquaint our builders and residents with those rules affecting residential construction; more detail is available by contacting the City of Payette at 642-6024. The information presented in this guide, both graphical and text, is based on general construction techniques and may be considered ADVISORY ONLY.

Frequently Asked Questions

1. Do I need a building Permit?

Yes, in most cases. The City of Payette requires building permits for all new construction. This includes, but is not limited to, repair, remodel, new construction, decks, and storage sheds over 120 square feet, demolition, retaining walls. The 2006 International Building Code does not require building permits for some types of construction, line concrete driveways and sidewalks; however, it is best to call the Building Department to inquire about your specific project. Storage Sheds under 120 square feet still need to have zoning approval

2. How do I get a building permit?

Building permits can be acquired from the Building Department located at 700 Center Avenue. Clint Benson, the building inspector, will have you fill out a building permit application on which you describe the construction you propose. More involved projects require you to provide drawings to detail what the project is, how it will be situated on the property, and how it will be constructed. See our Plan Review Checklist. These drawings then go through a plan review process where they are approved or you are asked to supply more information. Once the drawings are approved and all the information is added to the building permit application and/or plans, the permit is issued. The approval process usually takes a few days, but can take up to two weeks or more during our heavy construction season. The approval process will take less time if you submit complete plans. Please call and ask for the Plan Review Checklist to see the requirements for drawings.

Building permit fees are based on the estimated cost of construction, including labor, or by a per square foot average cost as established by the Building Safety Magazine as published by the International Code Council.

3. What work is covered by a building permit?

The building permit will cover all work except plumbing, electrical, gas/mechanical, and water/sewer hook-ups. These are separate permits and need to be obtained separately. If any changes occur during construction that alter the value of the project they must also be added to the permit valuation and will usually involve an increase in the permit fee.

4. What kind of plans and other information do I need to submit?

You will need to include two copies of:

a. Site plan
b. Foundation Plan
c. Floor Plan
d. Structural Cross sections
e. Elevation views and
f. Energy Conservation Program Sheet or Residential Check Compliance Certificate

You need to show connections between the foundation and exterior walls, the exterior walls and the roof, masonry fireplaces, stairs and any post-to-beam connections. Please discuss this with a building official before submitting any drawings. *Please see the plan review check sheet*

5. Can I draw the plans myself?

Yes. Residential plans may be drawn by the homeowner, or any person the homeowner chooses. Drawings should be legible and drawn to scale. Apartments containing more than three dwelling units, or commercial drawings, must be designed by an architect, licensed by the State of Idaho.

6. Can I do all the work myself?

A homeowner may do most of the work in a home. The only work that cannot be done by a homeowner are gas/mechanical installations. Gas piping and appliance installations must be done by a qualified and licensed gas installer. Work that is done on rental property or property that is not the primary residence may be done by the property owner as long as the property owner does, in fact, do the work.

7. How long is a permit valid?

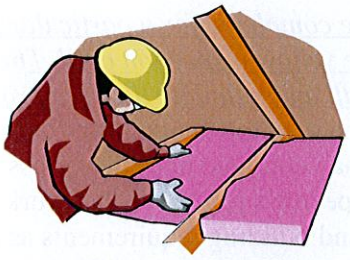
Section 15.04.070 of the Payette Municipal Code states that permits are valid for 120 days, regardless of construction activity.

8. What inspection do I need and how do I get an inspection?

The Building Department requires the following inspections, which should be called in when completely ready and requested 24 hours before the inspection. **The address must be posted on site and visible from the road so the inspector knows which address is to be inspected.**

Footings and Foundation: These inspections should be done after the forms are braced, the reinforcing steel is tied and installed, and before the concrete is placed. Please note that an inspection is required for both the footings ***and*** the foundation walls. We will also look for proper drain tile installation. **We like to look at the soil conditions before placement of the footings and all erosion control devices must be in place at the time of the footing inspection.**

Basement Slab Insulation: This inspection is done prior to placing concrete for any slab in conditioned space.



Framing and Roughed in Plumbing and Electrical: This inspection is called for when the roof, framing, fire blocking, and bracing are all complete, but before the insulation has been installed. Also, the roughed-in plumbing and electrical services, gas piping, mechanical and fire barrier requirements must be inspected and approved for cover.

Insulation Inspection: This inspection is done when all exterior wall cavities, floor joists, basement walls, windows, doors, exposed hot water pipes in unheated areas, ducts and headers have been installed, caulked, and sealed. All plate penetrations in exterior walls must also be sealed. Attic insulation is inspected during the final inspection.

Sheetrock Nailing Inspection: This inspection is done before mudding and taping.

Shear Nailing Inspection: This inspection is called for once the exterior sheathing is in place and braced wall panels are constructed; but **PRIOR** to installing building wrap.

Final Inspection: A final inspection is done after all work is completed, including site grading, driveways, electrical, plumbing, and mechanical, life safety and before occupancy.

When an inspection is required, please notify the Building Department as far in advance as possible, 24 hours minimum is preferred. This will allow your inspection to be scheduled at a mutually convenient time. **A rule of thumb is that an inspection is required before placing any concrete and before covering any sheetrock.**

No inspection will be done unless an adult is present.

9. What if the inspector finds something wrong?

Any deficiencies found during an inspection will be listed on an "Inspection Report" and will be posted on the job site, or given directly to the construction foreman. Further work may be done, though all deficiencies must be corrected and re-inspected. *Once all*

code requirements are completed for a particular inspection, the inspector will sign the yellow inspection card. This will provide you and the contractor with an up to date list of approved inspection. If a gross violation is found, a "Stop Work Order" may be issued, which means that no work may continue until the "gross violation" is remedied. It is the inspector's job to see that work is done in accordance to codes and building requirements as adopted by the City Council, and as shown on the "Approved Plans."

10. What if I disagree with the inspector or the building official on a code interpretation, or if I choose to use materials or construction methods not addressed in the building code?

Misunderstanding code requirements is usually the root cause of disagreements between builders and building inspectors. If you are not sure what a code requirement is, or don't understand why the inspector wants a certain construction feature, ask the inspector to explain the requirement. If you still disagree you may want to talk to the building official. If for some reason you are still not satisfied with the response, or believe the code is being interpreted incorrectly, you may submit your opinion to the Board of Appeals. The Board of Appeals reviews challenges to interpretations of the Building Official and the Fire Chief. The City staff will assist you through the appeals process.

We hope these questions and answers are beneficial, and would encourage any further questions to be directed to the Building Department. It is our goal to provide quality service and to help facilitate education with regards to safe building construction procedures.

Residential Construction
General Information

1. ***Curbs, Gutters, and Sidewalks are Required*** on all new construction. If your building site does not have these, please call our office. An application can be obtained from City Hall to postpone improvements. The application must be filed and approved by the City Council, at which time a bond must be secured in the amount of the cost of improvements and assigned to the City as part of an agreement.

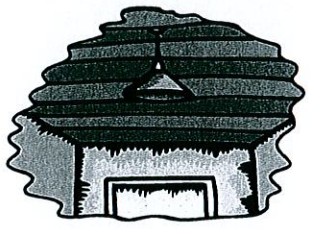
2. ***Minimum Frost Depth*** is 24" below finished grade. Footings on the daylight side of basements shall be 24" below finished grade of yard.

3. ***Emergency Egress/Rescue Windows.*** All bedrooms or sleeping rooms must have emergency egress windows. The net open able window for egress shall be at least 5.7 square feet (820 square inches). The minimum width allowable for the egress portion of a window shall be 20", while the minimum height shall be 24". The finished sill height shall be 44" maximum above the finished floor. The egress window requirements will also be enforced when windows in bedrooms are being replaced in existing structures.

4. ***Below Grade Windows.*** Windows that extend below the finish grade must have approved area wells (window wells) installed. The vertical surface area of the well must be at least the same areas as the window it serves. When the window is used as an egress window the outer edge of the well must be at least 36" from the home and at least 36" wide and provide at least 9 sq. ft of clear area. If the window well is deeper than 44" measured from the adjacent ground a permanent ladder or steps must be installed. The top of the window well must extend above ground grade at least 6" while the bottom of the well must extend 6" minimum below the window sill. **It is important that construction details of window wells be reviewed by the Building Department, as this brief description cannot cover every situation.**

5. ***Window Area in All Habitable Rooms*** will be 8 percent of the floor area; 4 percent of the floor area must be exterior openings open able for ventilation.

6. ***Floor Joists*** will be in accordance to Table of the currently adopted International Residential Code and will have solid blocking over bearing walls. Engineered floor joists i.e. TJI's shall be installed according to the manufactures installation guide.



7. ***Hallways and Stairways*** serving an occupant load of 49 or less may be no less than 36" wide.

8. ***Private Residential Stairways*** may have a rise of no more than 7 3/4" and a tread depth of at least 10". The rise may differ between treads up to 3/8". **Handrails** are required on all stairways and must be mounted between 34" and 38" as measured from the nose of the tread. **Guardrails** are required on the open side of stairways and must be at least 34" high. Stairs that are 30" or less in height need no guardrails, and if the stairs have less than four risers, no handrail is required.

9. ***Stairway Headroom*** must be 6'8" minimum as measured from the nose of the tread. ***Doorway Height*** is 6'8" minimum. ***Required exit doors*** shall be 3'0" in width.

10. ***Ceiling Height*** in all habitable rooms will be 7'0" minimum.

11. ***Safety Glass*** is required whenever glass is within 18" of finished floor, in doors, within 24" of doors, within 60" of stairs or landings and in other areas prescribed in the IBC and IRC. Safety glass shall be tempered, laminated, or other approved methods. Shower doors may be plastic.

12. ***Exterior Walls*** shall have double top plates that shall be overlapped at corners. ***Interior Walls*** shall have the top plate overlap onto exterior walls. Vapor barriers are required on the warm in the winter side of all exterior walls.

13. ***Stud Spacing*** is a maximum of 24"; 16" where supporting a floor above, or otherwise approved by the Building Official.

14. ***Stud Height*** up to 10' may be spaced in accordance with Table R602.3(5)

Table R602.3 (5)

Stud Size (Inches)	Supporting One Roof and Ceiling (Inches)	Supporting One Floor Roof and Ceiling (Inches)	Supporting Two Floor Roof and Ceiling (Inches)	Supporting One Floor Only (Inches)
2 X 4	24 (a)	16	-	24 (a)
3 X 4	24 (a)	24	16	16

2 X 5	24	24	-	24
2 X 6	24	24	16	24

(a) Shall be reduced to 16 inches if utility grade studs are used

For wall heights exceeding 10 feet see table R602.3.1 and the building inspector

15. ***Headers*** in bearing walls are required for openings. The size must be indicated on the plans.

16. ***Crawl Spaces*** shall be vented with evenly spaced screened openings, at a ratio of one square foot of opening for every 150 square feet of crawl space area. Vents shall be placed within 3' of each corner of the building. An 18" x 24" crawl space access opening is required and must not be obstructed by piping, ducting, or debris. Unvented crawl spaces may be allowed if the design drawings meet standards outlines in the Energy Star Residential Field Guide or an equal standard.

17. ***Attic Spaces*** shall be vented. Venting shall be equally distributed between the upper third and the lower third of the roof. When a vapor barrier is used on the warm side of attic insulation, a ratio of one square foot of venting to 300 square feet (1:300) of attic space shall be required. Other attic construction, or existing older attic spaces must be ventilated at a ratio of 1:150.

18. ***Attic Access*** is required, with a 22" X 30" minimum opening. Openings should be placed such that 36" of headroom is available. Attic access is not required when there is less than 30" of attic space measured from the bottom chord to the peak of the roof. *Access must be large enough to accommodate equipment and may need to be larger than 22" x 30".*

19. ***Minimum Siding Thickness*** is 3/8". Building paper, Tyvek, or other approved weather resistant material shall be used under all siding.

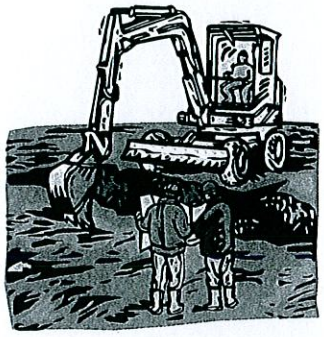
20. ***Wall-Sheathing*** must be of an approved type, and must connect the top and bottom plates of the wall. See the inspector for braced wall panel requirements.

21. ***Smoke Detectors*** are required in all residences, and when remodeling is done to an existing residence. In new residences, detectors shall be powered by 110 volt house wiring with battery backup, while in residential remodels battery powered detectors may be used when hard wiring is not possible.

22. ***A 200 AMP Electrical Service is Required on All New Residences*** and remodels when the service is altered or extended.

23. ***ALL GAS INSTALLATIONS must be completed by a licensed gas fitter who works for a licensed gas installer.***

24. ***Trusses*** may be used when supplied by an approved manufacturer and a set of truss drawings are provided which includes an Idaho licensed engineers stamp.



Site Grading, Excavation, and Drainage

All foundations and basement walls on lots with characteristics listed below will require geotechnical engineering. ***Grading excavation and drainage are required. Please the Building Inspector to find out particular requirements.***

1. Any lot with a fill greater than four feet

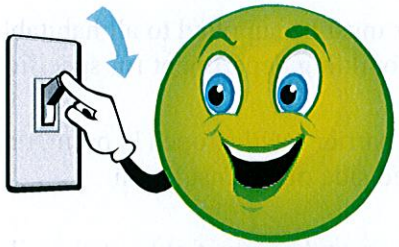
2. Any lot with a total slope greater than one to five (1:5) or twenty percent over the lot.

3. Any slope above a building site with a slope greater than ten (10) feet, or with a slope greater than three to one (3:1)

4. Any site with apparent fill that has been determined to be non engineered fill, must be inspected by a soils engineer. A written report may be required.

5. In cases involving residences or apartments with daylight basements, soil-bearing walls greater than 20 feet long by 8 feet high or 12 feet long by 10 feet high must be installed pursuant to plans submitted by a licensed engineer and approved by the Building Official, unless shear walls or other bracing material is provided consistent with the International Building Code.

6. Roof drains shall terminate on the same property as the building being drained, with pipe being tight jointed and draining into an approved storm sewer or other approved structure. Roof drains shall not be connected to footing drains, but may be connected to the same pipe outside of the building envelope and at a lower elevation. All erosion or storm water shall be retained on site and/or have no impact on surrounding properties or a public right of way.



Energy Conservation

The following items have been adopted through the 2006 International Energy Conservation Code (IECC) or are specifically required by the City of Payette. They are required on all new residential construction and remodels. The IECC allows different insulation values depending on wall area, window area, and floor and ceiling areas. The values listed below are for a standard home with less than 15% glazing.

1. *Exterior walls shall have an R-value of not less than R-19 or as prescribed in the IECC.*

2. *Attic insulation shall be R-38 or as prescribed in the IECC.*

3. *Crawl space insulation shall be R-21or as prescribed in the IECC.*

4. Heated garages are considered part of the "conditional space" in a home and must meet IECC requirements; unheated garages do not.

5. Below grade walls used for living space shall be insulated to not less than R-11. Any wall 50% or more above grade must be completely insulated as if it was an above grade wall.

6. Sill seal will be installed under sill plate. Caulking will be installed under the bottom plate when walls are erected.

7. All penetrations (including wiring penetrations at top and bottom plates; and exterior joints at floors, exterior walls, roof, or ceiling wall) will be sealed, caulked, gasketed, or weather stripped to limit air leakage. Penetrations in fire separation assemblies shall be sealed with an approved caulking or fire rated product for their specific fire rated assembly.

8. Fresh air must be supplied to all habitable rooms in residences. Ask the building department for specific requirements.

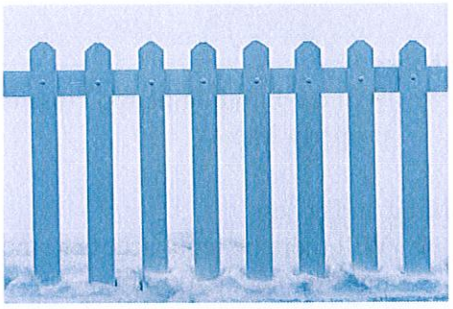
9. A vapor barrier rated at one (1) perm, dry cup, is required on the heated side of the insulation

10. A black ground cover of at least six mils will be installed in all crawl spaces. The ground cover shall be installed so it is anchored at the edges and along joints to reduce movement.

11. Gas, oil, or solid burning fuel appliances must be supplied with adequate combustion air as laid forth in Table 7-A of the 1997 Uniform Mechanical Code, or per the Idaho Division of Building Safety requirements.

12. All windows must be low-E type, and must have a U-valve or .35 or as prescribed in the IECC.

13. All windows must be rated by the National Fenestration Rating Service and must have its approval sticker on the window or readily available for the inspector to review.



Zoning and Building Go Together

Zoning is a matter of creating standards for the use and development of land within different sections of the city. The purpose of zoning is to allow the city to grow and function in ways that benefit the community as a whole. All standards of a zone are applied in the same way to all properties in that zone. Sometimes exceptions to zoning standards can be made depending on the circumstances. This is done with zoning permits such as Variances, Conditional Use Permits, or Planned Unit Development Permits that involve special review and opportunity for public input. All zoning standards are established by public hearing before the City Council and are compiled in the City Zoning Ordinance.

Most building permit applications must have zoning approval to be issued. This means that the building plans, especially the site plan, must clearly and accurately show the nature of proposed project in detail. Zoning standards are requirements that apply to all land and buildings within city limits, and outside city limits within the Area of City Impact. Structures that are exempt for building permits are ***not*** exempt from zoning standards.

The plans will be checked for any zoning requirements, some of which are:

1. Use of building(s) and/or property.
   - ❖ Is the use allowed in the zone?

2. Legal lot status.
   - ❖ Is the development to take place on a legally created lot?

3. Minimum lot size and density.
   - ❖ Is the lot large enough for the development?

4. Setbacks.
   - ❖ Will the building be too close to the street or property lines?

5. Parking and access.
   - ❖ Will there be legal access to the parking lot, and are there enough parking spaces?

6. Building Height.
   - ❖ Will the building be so tall that it is out of character with the neighborhood?

7. Flood impact.
   - ❖ Will the building be in a flood zone, and if so, how can flood damage be prevented?

8. Landscaping.
   - ❖ Will the development require landscaping as a visual buffer from adjacent uses?
   - ❖ Will the development involve the removal or planting of any trees in rights-of-way?

9. Fencing.
   - ❖ Will the fence location, height, and/or create any traffic hazards?
   - ❖ Is fencing required for the use?

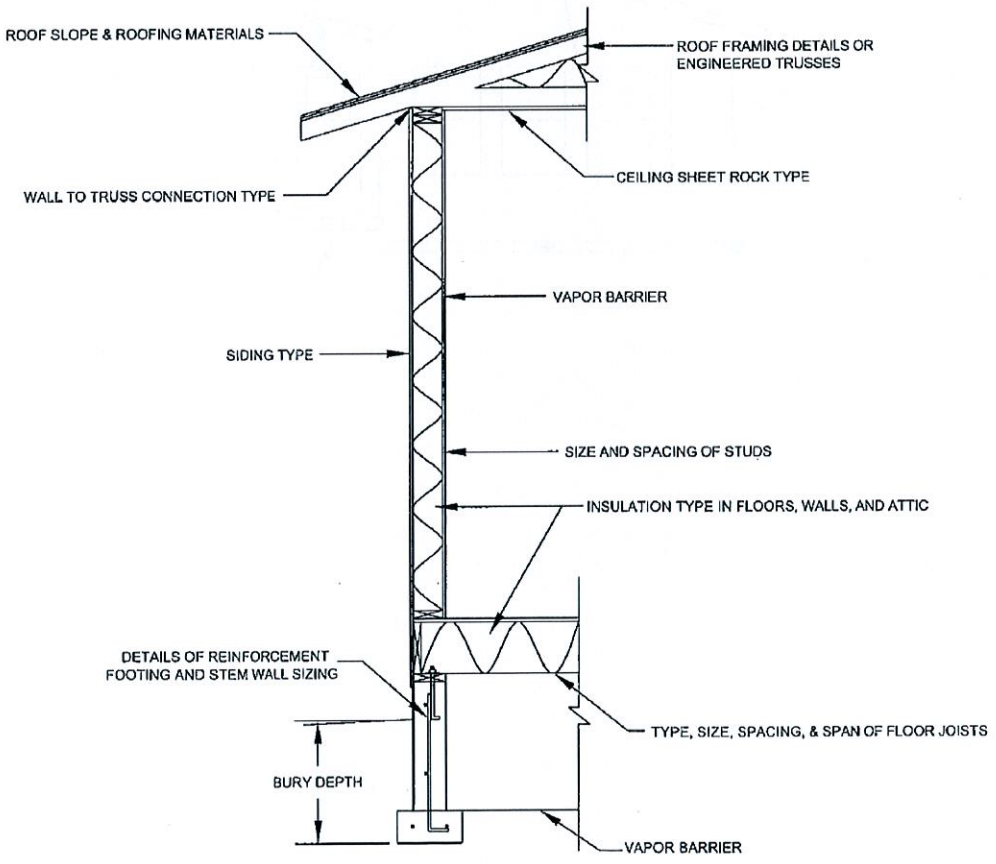
10. Signs
    - ❖ Will the sign be too large or too small and will its location, size, and/or height be a traffic distraction or pedestrian hazard?

Typical Section Drawing

Section Drawings

Drawings are not required to be drawn by an architect or engineer (unless specifically asked for, or for commercial projects) and do not need to be complex. The drawings should include the following:

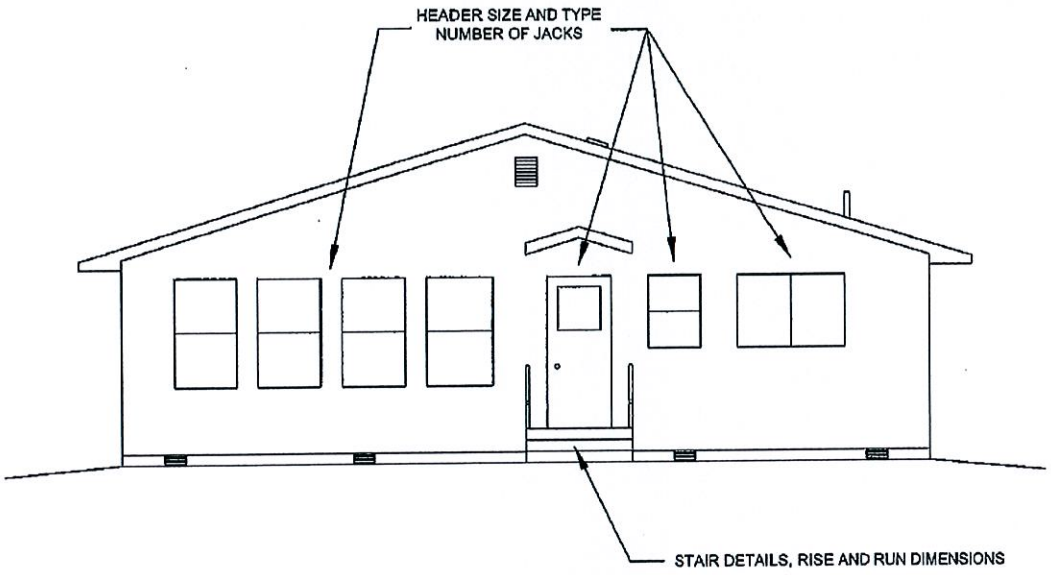
- **a.** Wall framing, including connections to the roof, ceiling, drainage and foundation.
- **b.** Roof slope and roofing materials.
- **c.** Size of studs, beams rafters and all framing members, including spacing and span dimensions.
- **d.** Type of siding, insulation, and vapor barriers.
- **e.** Heights, widths and location if reinforcing bar in concrete footings and foundation walls. Include frost depth.



Typical Elevation Drawing

EXAMPLE ONLY

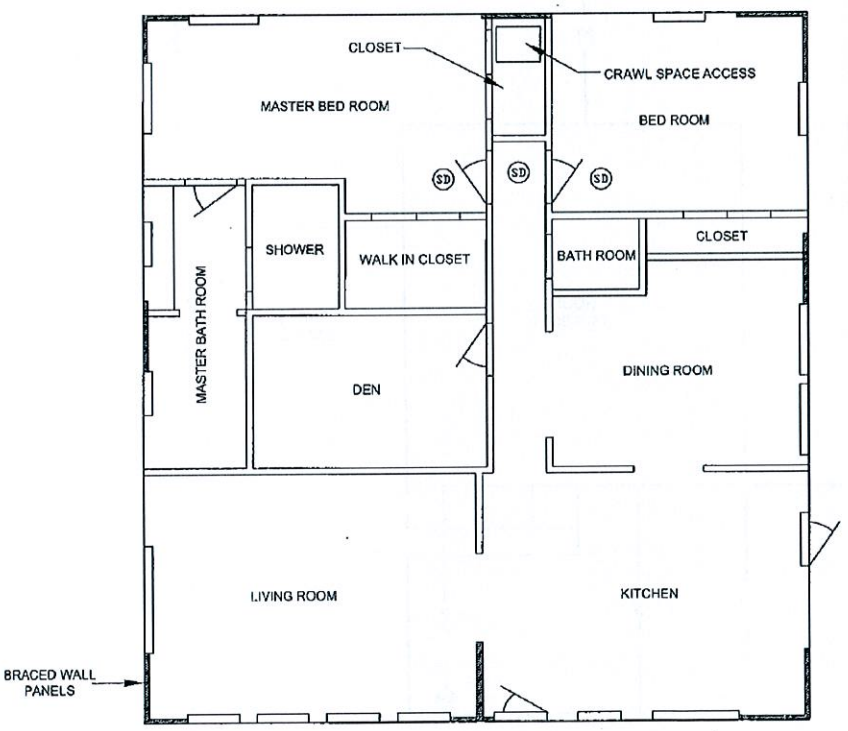
Exterior elevations are drawn to show what a particular side of a building looks like. Simple sketches will suffice as long as windows, doors, porches, guardrails, and finished grade are shown. Other details that are important are height of chimneys above the roof, location of skylights, eaves overhang, and location of any retaining walls that abut the structure. The building inspector who reviews your plans may also ask for specific details. Dimensions and type of headers over door windows and other long spans.



Typical Floor Plan

EXAMPLE ONLY

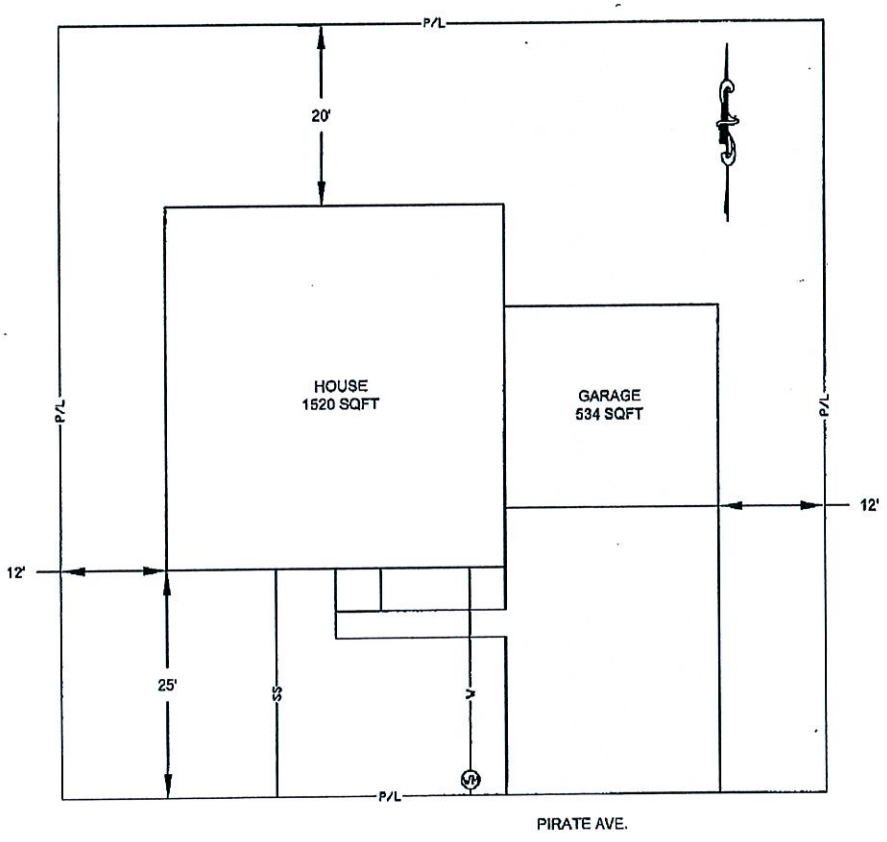
Floor plans should show rooms and their usage, location of smoke detectors, window and door sizes, and location of fireplaces, stairs and permanent architectural features as well as attic access and crawl space access locations. The placement of the furnace, hot water tank, and any other major heating or cooling appliances should be shown. Additionally braced wall panels should be shown within 12' of a corner and spaced in accordance with the IRC.



Typical Site Plan

EXAMPLE ONLY

The site plan should show the location of the building on the lot, with dimensions to all property lines. The building must be situated within the "setbacks" (which can be acquired from the Building Department) for the particular zone that the building is constructed in. Utility and other infrastructure easements should be shown as well as slopes and retaining walls. Other structures on the site should also be included on the site plan.



Common Plumbing & Electrical Questions

1. **Can I install the plumbing and do the electrical work in my own home?**
   Yes. After completion and approval of the building permit application, plumbing and electrical permits can be issued to the owner of a property, providing the owner will do the work. (The property owner can do the plumbing work only in a single family or duplex dwelling.) If the owner wants to hire out the work, the plumber or electricians must be currently licensed with the State of Idaho. The City of Payette does not license electricians or plumbers.

2. **Can I run my water and sewer pipe in same ditch?**
   You can run both in the same ditch if both pipe materials are approved for that type of installation. If not, then you must excavate the ditch so a "shelf" is made and it separates the pipes 12" vertically and 12" horizontally.

3. **Are plumbing and electrical permits required?**
   Yes. It shall be unlawful for any person to install, remove, alter, repair, replace, or cause to be installed, removed, altered, repaired, or replaced any plumbing, gas, or drainage pipe or any fixture or water heating or treating equipment in a building or premises without first obtaining a permit from the Idaho Division of Building Safety. Changing light fixtures and outlets without adding any wiring is considered a repair and does not require a permit; however, adding or extending circuits does require a permit from the Idaho Division of Building Safety.

4. **Do I need a plumbing or electrical license?**
   Yes. It shall be unlawful for any person to conduct, carry on, or engage in the business of plumbing or electrician or act in the capacity of a plumbing contractor, electrical contractor, or labor in the trade of plumbing or electrician in the capacity of a journeyman, or apprentice without first having been issued a certificate of qualification or registration by the State of Idaho. The City of Payette does not license plumbers or electricians. The exception to licensing is if the property owner does the work in his or her own property (up to a duplex dwelling only and no commercial buildings or plumbing).

5. **Who can I get to plumb or wire my house?**

Any plumbing or electrical contractor or journeyman working for a plumbing or electrical contractor, who possesses a certificate of qualification or registration from the State of Idaho.

6. What building code do I follow?
The City of Payette had adopted the 2006 International Building Code, 2006 International Residential Code, 2006 Uniform Plumbing Code, and 2006 National Electric Code, as amended by the City of Payette.

7. What type of material may I use to plumb my house?
Any material approved by the Uniform Plumbing Code. For waste vents, ABS, PVC, or copper DWV may be used. For inside the building, cooper pipe and type L, M, and K may be used.

8. Requirements for electrical outlets in a dwelling, NEC Article 210-52.

A. General

In every kitchen, family room, dining room, living room, or similar room or area of dwelling units, receptacle outlets shall be installed so that no point along the floor line in any wall space is more than 6 feet or more in width and the wall space occupied by fixed panels in exterior walls, but excluding sliding panels in exterior walls. The wall space afforded by fixed room dividers, such as freestanding bar type counters or railings, shall be included in the 6 foot measurements. Receptacle outlets installed in the floor located within 18 inches of the wall shall be counted as part of the required number.

A multi wire branch circuit supplying more than one device or equipment on the same yoke shall be provided with a means to disconnect simultaneously all ungrounded conductors at the panel board where the branch circuit originates.

(FPN): Listed baseboard heaters included instructions that may not permit their installation below receptacle outlets.

B. Small Appliances

1. Two or more 20 ampere small application branch circuits shall serve all receptacle outlets, including refrigeration equipment, in the kitchen, panty, breakfast room, dining room, or similar area of a dwelling unit. Such circuits, whether two or more are used, shall have no other outlets.
2. Counter top receptacle outlets in kitchens are required to be supplied by no fewer than two small appliance branch circuits.

These circuits may also supply receptacle outlets in the panty, dining room, and breakfast room, as well as electric clock receptacle, electric loads associated with gas fired appliances, or outdoor receptacles, but are to have no other outlets.

C. Counter Tops

In kitchens and dining areas of dwelling units, a receptacle outlet shall be installed on each wall counter space 12 inches or wider. Receptacle outlets shall be installed so that no point along the wall is more than 20 inches above the counter top. Outlets to serve island or peninsular counter tops shall be installed above, or within 12 inches below, the counter tops.

D. Bathrooms

At least one wall receptacle outlet shall be installed within 3 ft. of each basin, and supplied by at least one 20 ampere branch circuit with no other outlets. However, this circuit is permitted to supply the required receptacles in more than one bathroom. If the circuit supplies the required receptacle outlet in only one bathroom it is allowed to supply lighting and exhaust fan within that bathroom.

E. Outdoor Outlets

For a one family dwelling, and for each unit of a two family dwelling that is at grade level, at least one receptacle outlet accessible to grade level shall be installed at the front and back of the dwelling. "Grade Level" is defined as being located not more than 6'- 6" above grade. A receptacle shall be located on the same level and within 25 feet of the heating A/C and refrigeration equipment.

F. Laundry Facilities

At least one receptacle outlet shall be installed

G. Basements and Garages

At least one receptacle outlet, in addition to any provided by laundry equipment, shall be installed in each basement and in each attached garage, and in each detached garage with electric power.

H. Hallways

Hallways of 10 feet or more in length shall have at least one receptacle outlet. The length shall be determined by measuring along the centerline of the hall without passing through a doorway.

I. Bedrooms

All branch circuits that supply outlets and receptacles installed in bedrooms shall be protected by an acr-fault circuit interrupter listed to provide protection for the entire branch circuit.

9. Requirements for Location Of Ground-Fault Circuit-Interrupter (GFCI) Protection, NEC Article 210-8.

A. All receptacle outlets installed in bathrooms.
B. All receptacle outlets installed in garages, except outlets that are not readily accessible and for appliances located within dedicated space.
C. All receptacle outlets installed outdoors where there is direct grade level access.
D. All receptacle outlets in crawl spaces and unfinished basements at or below grade.
E. All receptacle outlets to serve counter top surfaces installed in a kitchen and within 6 feet of a wet bar.

10. Lighting Requirements, NEC Article 210.70.

At least one wall switch-controlled lighting outlet shall be installed in every habitable room, in bathrooms, hallways, stairways, attached garages, and detached garages with electric power, and at outdoor entrances and exits. At least one lighting outlet controlled by a light switch located at the point of entry to the attic, under floor space, utility room, and basement shall be installed where these spaces are used for storage or contain equipment requiring service.

CITY OF PAYETTE, IDAHO

DESIGN STANDARDS FOR PUBLIC WORKS CONSTRUCTION

Approved April 20, 2009

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VII. Residential Construction

VIII. Commercial Construction

IX. Project Inspection

X. Landscape and Viewscape

CHAPTER I GENERAL:

This Document is a summary of the design standards for the City of Payette. It is derived from the Payette Municipal Code (PMC), the City of Payette Transportation Master Plan (TMP), and the City of Payette Water Master Plan, as a convenience to people wishing to develop within the City. Additional information is available in the PMC and TMP, and in the event of conflict, the parent documents take precedence over this summary.

The City of Payette has adopted the current Edition of the Idaho Standards for Public Works Construction (ISPWC). Prior to any public work development or construction, the contractors or developers shall review the above adopted standards. The City has made construction standards in conjunction with the current edition of the ISPWC. These City standards include acceptable materials, construction practices, and other specified requirements, which may not be covered under the ISPWC standards or contained in the City Code.

These standards have been made in conjunction with the current ISPWC. The intention of these Construction Standards is not to conflict with the above stated standards but rather to supplement and specify construction methods, materials, sizes, and practices. If a question arises between the two because of a conflict, then this matter shall be brought to the attention of the City Engineer or the City Administrator for clarification.

NOTE: All traffic control devices are per current MUTCD standards

Erosion control must meet State and Federal standards. Any site 1 acre or more in size must have an erosion control plan and file a notice of intent with EPA. These are State and Federal requirements, not City requirements.

CHAPTER 2 WATER:

1. General:

All materials, construction, testing, and inspection shall be in accordance with the current ISPWC Divisions 300, 400, and all other applicable divisions therein. All proposed developments shall be submitted to the City for approval according to City Ordinance. Water pipe shall be extended to the furthest property boundaries of the development.

All private water mains shall have IDEQ approval prior to connecting to the public water system. The State definition of water mains is shown on the attached figures.

2. Fire Hydrants:

A. Spacing:

i. Hydrant spacing shall be at no more than 400 to 500 foot intervals as approved by the Fire Chief (2006 IFC).

ii. Hydrant spacing and location shall be reviewed and approved by the Payette Fire Department during the standard review required by City Ordinance.

iii. All water mains installed on cul-de-sacs or similar dead end streets shall have a hydrant located at the end of the water line.

B . Fire Flow Requirements:

i. Single family residential: 1,500 gpm minimum.

ii. Commercial, industrial, and multi-family developments are dependent on the nature of the development and suppression needs per 2006 IFC.

iii. Determination of fire flow requirements on an individual basis shall be based, as a minimum, on the requirements of the adopted edition of the International Fire Code and the proposed building site, configuration, size and type.

C. Materials:

i. Fire Hydrants shall be Mueller Centurion and painted with two coats of approved red Hydrant Enamel.

ii. Fire Hydrants shall be installed in accordance with the current edition of the ISPWC Section 403 and per SD 404 modified (attached)

4. Water Pipe, Fittings and Valves:

A. Materials: All Water Pipe, Fittings, and Valves shall be in accordance with current edition of the ISPWC Section 400 and 402. Water pipe, Fittings and Valves shall be City approved equivalent or the following:

i. Water Pipe:

a. Lower Pressure Zone
- Pressure Class 350 cement-lined ductile iron pipe meeting ANSI/AWWA C151 for diameters of 6" to 64"; or
- AWWA C900 PVC Class 235 DR 18 pipe for diameters up to 12";

b. Intermediate and Upper Pressure Zones
- Pressure Class 350 cement-lined ductile iron pipe meeting ANSI/AWWA C151 for diameters of 6" to 64"; or
- AWWA C900 PVC Class 305 DR 14 pipe for diameters up to 12".

ii. Fittings: Ductile Iron flanged fitting or M.J. ANSI/AWWA C153.

iii. Valves:
a. Ductile Iron flanged or M.J. valves ANSI/AWWA C509;
b. Tracer wire at all valves shall be located on the outside of the valve box and pass hrough a drilled hole within 6" of the top of the box. The wire is not allowed to come into the valve box from the bottom or between the valve box and the slip top. See SD-406.
c. Water valves manufactured by Mueller or Clow.

B. Trench Backfill: Type A backfill according to the specifications set forth in the current edition of the ISPWC section 306.3.3. and Chapter 6, Section N of these Design Standards.

C. Thrust Blocks: Thrust blocks shall be placed in dry conditions and in accordance to the specifications set forth in the current edition of the ISPWC, SD-403.

D. Testing: Water Mains shall be tested by the Contractor prior to permitting such water mains to be open to the distribution system. City personnel or designer shall be present during all water main testing. Failure to have City personnel present is sufficient reason for requirement to retest. Developer's engineer shall provide certification of testing and testing results to the City and City Engineer.

Disinfection: Water mains shall be disinfected according to the specifications set forth in the current edition of the ISPWC section 401.3.9 prior to leak and pressure testing.

ii. Pressure Testing: Water mains shall be pressure tested according to the specifications set forth in the current edition of the ISPWC section 401.3.6. exceptions are as follows:

a. If pressure during testing drops 5 psi or more the test is considered to have failed regardless if leakage is below allowable;
b. All valves shall be exposed prior to any testing.

E. Location:
Water mains shall be designed so a minimal number of nonpotable water crossings occur in the construction for developments and that they generally follow the corridor described below. All water line locations will be approved by the City Public Works Supervisor or the City Engineer. Valves that are connected to the City main lines become city property and can only be operated by city personnel. Non-potable water crossings shall be in accordance with ISPWC SD-407. Lines shall be extended to furthest property boundary.

Typical corridor:

1. 5'-10' north and east of centerline
2. Minimum 4' from lip of gutter
3. Minimum 10' separation from non-potable lines for mains and services

F. Size:
Water main sizes shall be the following except when otherwise recommended by the City Engineer for fire flows or other system conditions:
i. Minimum size is 8" in diameter.
ii. Mains may have to be upsized per Water Master Plan (copy at City Hall).

G. Valve configuration shall be as follows:
i. All tees as a minimum shall have one valve on the run and one valve on the branch.
ii. All crosses shall have valves on all legs.
iii. When connecting new water line to an existing water line that is 10" or greater, a valve at all branches (except at a hydrant) is required.

H. Cover: Water mains shall have a minimum of 48" cover and a maximum cover of 60". Cover greater than 60" may be allowed where obstructions occur, but must be approved by the City.

I. Dead-end Water Mains:

Dead end mains shall be avoided whenever possible.

i. Dead end water mains shall only be permitted when phased development is approved and water service scheduled to continue along the water main run, or on approved cul-de-sacs.
ii. Dead-end water mains shall terminate with a valve followed by at least 10 feet of water line with an end cap and thrust block clearly marked at the surface.
iii. Dead end water mains shall have a Fire Hydrant within 10 feet of the

termination of the main.

iv. A water valve shall be placed at the nearest tee, cross, or other on the leg of the dead end run.

J. Water Main Stubs: No water services shall be installed on water main stubs to future developments.

K. Water Mains shall be extended to the furthest property boundary to enable future development to connect and extend.

L. Water Valves shall be anchored to tees or crosses when appropriate with all-thread bolts (stainless steel or galvanized) or strapped to thrust blocks with galvanized straps and approved by the City.

M. At all times, when laying pipe is not in progress, open-end pipe shall be closed by watertight plug.

N. Contractors working in the city are not to open, close, or tamper with any valve. The contractor shall notify the city when a valve needs to be opened or closed.

5. Water Services:

A. Separate services are required for each building. Separate services are required for each living unit in a building when the potential for individual ownership exists.

B. Service Lines: Service lines shall be minimum 1" diameter Class K copper pipe or 200 psi poly pipe with tracer wire from water meter to water main.

C. Saddle: Saddles for water mains shall be stainless steel, Mueller with CC threads, or City approved equivalent. Saddle with stainless steel band required at all main line connections. Saddles 12" or greater shall have a stainless steel double strap.

D. Corporation Stop: Corporation stops shall be Mueller H-15008 or City approved equivalent. Corporation stops required at all main line connections.

E. Curb Stop: Curb stops shall be Mueller H-15209 or City approved equivalent. A curb stop is required at the base of the meter setter on the water main side.

F. Meter Setter: Meter setters shall be an 18" minimum Mueller Model #H-1404-2 and have a dual check valve. A five (5) foot section of Class K copper pipe or 200 psi poly pipe with tracer wire shall be extended on the customer side of the meter vault. Meter setter shall be centered in meter vault.

F. Meter Vaults: Meter vaults shall be made of 18" smooth interior corrugated HDPE pipe, ADS N-12. Meter vault lids shall be D&L Fory USA L-2240 Water Meter

Cover with recessed, offset hole. The knockout shall be in place. Meter vaults shall be for individual meters.

G. Meter vaults shall be located on the opposite side of a building lot from the location of mailboxes.

H. Meters: All water meters shall be a 5/8 inch by ¾ inch Neptune T-10 with ProRead Encoded Register and Dual R900V3 RF Pit MIU for up to one inch (1") diameter and Neptune for greater than one inch (1") diameter.

I. Location: Water services shall be located within the City's right of way approximately one foot (1') from the property line unless otherwise approved by the City Water Works Supervisor or the City Engineer. A one inch (1") diameter electrical conduit shall be provided between meter vaults that adjoin a common property lot line.

J. The developer shall provide and install all materials for water services except the water meter. The City shall provide water meter.

6. Construction:
   A. By licensed plumber and/or a licensed public works contractor.

7. Locators & Markers:

   A. All non-metallic water mains shall be installed with a continuous, magnetically detectable warning tape installed four (4) to six (6) inches below finished grade directly over the pipe and be continuously marked "Caution, Water Main Buried Below" for location purposes.. A continuous 12 gauge copper tracer wire shall be installed the full length of all water mains In addition, all PVC water mains shall be either a solid blue color or white with blue lettering. All lettering shall appear legibly on pipe and shall run the entire length of the pipe.

   B. On curbed streets the exact location for each installed service shall be marked by etching or cutting "W" in the concrete curb. Where no curb exists, locations shall be adequately marked by a method approved by the City. A steel post shall be placed at the end of each service similar to ISPWC SD-512.

CHAPTER 3 SANITARY SEWER:

1. General:
   A. All materials, construction, testing, and inspection shall be in accordance to the current edition of the ISPWC Divisions 300, 500, and all other applicable divisions therein. All proposed developments shall be submitted to the City for approval according to City Ordinance.

B. Public sewer mains to be 8-inch minimum diameter. May need to be upsized per master plan. Public sewer mains shall be extended through all new development to allow future development to connect to and extend the main so far as gravity flow can be maintained.

C. Public sewer mains shall end at a manhole. Cleanouts are not allowed on public sewer mains.

D. No surface water, downspouts, foundation drains, or other drainage to be attached to sewer services or the main sewer line. (PMC 13.08.037)

2. Industrial Users: Pretreatment is required per PMC 13.10.

3. Testing: Sanitary Sewer Mains shall be tested by the Contractor prior to permitting such sewer main to be open to the collection system. City personnel or designated representative shall be present during sewer main testing. Failure to have City personnel or designated representative present during all testing is sufficient reason for requirement to retest. Developer's engineer shall provide certification of testing and testing results to the City and City Engineer.
   i. Pressure Testing: Sanitary Sewer mains shall be pressure tested according to the specifications set forth in the current edition of the ISPWC.
   ii. Visual Test: A televised video of all sections of sewer mains shall be provided to the City. All visible leaks shall be repaired, even though the leakage may be below allowable limits. All repairs shall be inspected by the City prior to backfilling.
   iii. Trench Compaction Testing: Trench compaction testing shall be in accordance with Section 6. N.. Testing and retesting shall be in accordance with the specifications set forth in the current edition of the ISPWC.

4. Cover:

   i. Where possible sewer to be at depth to provide basement service (PMC 13.08.036).

   ii. 6.5-foot typical to avoid conflict with water mains and services

   iii. 3.5-foot minimum

5. Typical Corridor/Location:

   i. 5'-10' south and west of centerline

   ii. Minimum 4' from gutter

   iii. Maximum 400' manhole spacing

   iv. Minimum 0.10' drop through manholes

v. Minimum slopes per Ten State Standards (Recommended Standards for Wastewater Facilities, A report of the Wastewater Committee of the Great Lakes – Upper Mississippi River, 2004 edition)

6. Services

i. Backflow preventer required on all services (PMC 13.08.141)

ii. No services allowed in manholes (PMC 13.10.040.E)

iii. Separate service required for each building. Minimum diameter is 4-inch (PMC 13.08.033)

iv. Locate near midpoint of each lot

v. 5-foot minimum distance from service to edge of manhole

vi. 5-foot minimum distance between services

vii. Extend service past utility easements for new construction

7. Private sewer mains: In some instances, developer may desire to install a private sewer main as defined by Idaho Department of Environmental Quality (IDEQ). Plans for all such private mains must be reviewed and approved by IDEQ prior to construction. Developer must show proof of approved plans to City prior to connecting private sewer main to public sewer main. See attached Standard Drawings SD-511 and SD-511A.

8. Manholes:

A. Materials: Sewer manholes shall be constructed in accordance with the current edition of the ISPWC.

B. Testing: Sanitary sewer manholes shall be tested prior to permitting such sewer manhole to be open to the collection system. Testing shall be in accordance to current edition of the ISPWC. City personnel or designated representative shall be present during testing. Failure to have City personnel or designated representative present during all testing is sufficient reason for requirement to retest. Developer's engineer shall provide certification of testing and testing results to the City.

C. Location: Sewer manholes shall be located within 5'-0" of the centerline of the street unless otherwise approved by the City Public Works Supervisor or the City Engineer.

D. External sealing system: All manholes shall be watertight. An external sealing system may be required to be installed on the outside of the manhole at the barrel joints in addition to the joint sealing system specified in the current edition of the ISPWC.

E. Connection into an existing manhole or construction of a drop manhole or

special manhole shall not be accepted without full time inspection by approved City staff or the City Engineer.

9. Pressure Sewer Pipes:
   A. Materials: All pressure sewer pipes shall be in accordance with the current edition of the ISPWC. Pressure sewer pipe shall be City approved equivalent or the following:
      i. Class 52 cement-lined ductile iron pipe with a fused calcium aluminate cement mortar lining (H_2Sewer Safe) as manufactured by Griffin Pipe Products meeting ANSI/AWWA standards.
      ii. AWWA C900 PVC Class 235 DR 18 pipe or AWWA C909 PVC.
      iii. Air Relief / Clean-out stations shall be provided every 600 feet.

   B. Testing: Sanitary sewer pressure mains shall be tested prior to permitting such sewer main to be open to the collection system. Testing shall be in accordance to current edition of the ISPWC. City personnel or designated representative shall be present during testing. Failure to have City personnel or designated representative present during all testing is sufficient reason for requirement to retest. Developer's engineer shall provide certification of testing and testing results to the City and City Engineer. Trench compaction testing shall be completed in accordance with Section 6.N. Testing and retesting shall be in accordance with the specifications set forth in the current edition of the ISPWC.

   C. Locating Wire Boxes: Shall be in accordance current edition of the ISPWC. Locating wire boxes shall be installed on pressure sewer mains at a maximum spacing of 400 feet.

   D. Cover: Pressure sewer mains shall have a minimum of 42" cover and a maximum cover of 60". Cover greater than 60" may be allowed where obstructions occur, but must be approved by the City.

10. Sewer Services:
   A. Connection to Mains: Service wyes or tees shall be used on new main installations. Saddles are not acceptable. All sewer services shall be connected to the sewer main. In the event that an exception is made and a service is connected to a main line by means of a manhole, the service flow direction shall be pointed down stream and at an angle of less than 45 degrees to the direction of flow, and the service shall enter the manhole at the mid-point elevation of the sewer main.

   B. Sewer Service Shut-off: A tee in the sewer service line shall be located behind the sidewalk to allow for the insertion of a sewer plug on the service line. The tee shall be installed in accordance to ISPWC SD506A.

   C. Service Markers: In addition to requirements set forth in the current edition of the ISPWC, sewer services shall also be marked with a 5 foot metal T post and with a permanent “s” stamped in the curb, (tracer wire may be required).

11. Construction:
   i. By licensed plumber and/or public works license.
   ii. By authorization of Wastewater Superintendent.

CHAPTER 4 STORM SEWER & DRAINAGE:

1. General:
All proposed storm sewer and drainage improvements shall be submitted to the City for review.

Storm Drainage must be contained on-site and meet the State of Idaho's BMPs (PMC 16.28.050, PMC 17.72.020).

Storm drainage allowed in open space. Must be landscaped (PMC 17.24.050.F)

The storm water runoff from the proposed development cannot be diverted and released to any other property, storm drain, drainage facility, or any other conveyance system, unless there is written permission that the receiver agrees, as evidenced by valid and binding public document, to receive a certain definite quantity from the development. Said binding public document shall be submitted and approved by the City prior to commencing before construction.

2. Collection Piping And Catch Basins:
   A. Materials:
      i. All storm drainage pipes shall be ASTM 3034 SDR 35 PVC pipe.
      ii. All storm drainage catch basins shall be Inlet Catch Basin Type 11 (SD-602) in accordance with current edition of the ISPWC with a 12 inch sump.
      iii. Trench shall include nonmetallic tape identifying the storm sewer pipe.
      iv. Minimum size of storm drain shall be 8-inches.

   B. Construction and Testing: Storm sewer system shall be constructed and tested in accordance with ISPWC. Compaction testing is required in all trenches within the right of way. See Section 6.N. for details.

   C. Manhole spacing shall be no more than 400 feet.

   D. The storm drain system shall be designed such that it will convey a storm with an intensity of 1 inch per hour. The retention system shall hold a volume equivalent to 1 inch of rainfall over the entire drainage area.

3. Site Conditions Evaluation:
   A. Site suitability is a major factor in choosing Best Management Practices (BMPs). In some cases, a BMP may be eliminated as an option because of site constraints. Since drainage disposal may place limitations on the use or specific location of future improvements, site evaluation should be completed before preparing any development concepts or plans.

4. Plan Submittal Requirement:
   A. A Storm Drainage Plan is required for all new subdivisions and commercial or industrial facilities. The Plan must be stamped and signed by a licensed

professional engineer, architect, or landscape architect. Review of the Plan may be delayed if the submittal is incomplete. Landscaping shall be included in the Plan, if applicable. Operation and Maintenance shall be included in the Plan.

B. At a minimum, the O&M Plan shall identify the following:
   i. The storm water system owner(s),
   ii. The entity, party, or parties, responsible for long-term operation and maintenance.
   iii. A copy of final system design drawings along with design calculations (calculations beyond those submitted during plan review).
   iv. A schedule for inspection and maintenance including the routine and non-routine maintenance tasks to be conducted.
   v. A financing plan.

5. Drainage Easements:
   A. All storm water control facilities and natural drainage channels, not part of a new development, shall be located in designated and reserved storm water easements that are a minimum of 20-feet wide. Easements shall be sized for access for construction equipment and activities that may be needed for maintenance and repair work. If maintenance roads are necessary, they must be a minimum of 12-feet wide, have an HS-20 load capacity, and have a minimum inside turning radius of 30-feet.

   B. In new developments, all storm water control facilities and natural drainage channels shall be located in separate lots or Right of Way. All separate storm water associated lots shall be dedicated to the Home Owner's Association or a sole responsible party. The Home Owner's Association or sole responsible party will be responsible for all storm water facility operation and maintenance within the subdivision.

CHAPTER 5 PRESSURIZED IRRIGATION:

1. General:
   1. Irrigation and Drainage Districts (PMC 16.28.050-060).

      a) All irrigation systems are private (not City owned)

      b) No ditch, pipe or structure for irrigation water or wastewater shall be changed unless such change has been first approved by the owner.

      c) Improvements to surface drainage courses may be required. Drainage easements may be required.

   2. Pressure Irrigation (PMC 16.28.040.B)

      d) Pressure irrigation is required for all new developments. Irrigation water is to be provided from either private wells or surface water. Proof of water right is required. Water from the City's potable system is not permitted for the irrigation system.

e) The pressure irrigation system shall deliver a minimum of ¾-inch hose connection at 25 psi per lot.

CHAPTER 6 STREETS:

1. General:
All materials, construction, testing, and inspection shall be in accordance to the current edition of the ISPWC Divisions 200, 700, 800 and all other applicable divisions therein.

A. Right-of-way widths (PMC 16.12.040.D)

i. Local ..... 60 feet

ii. Collector..... 70-90 feet*

iii. Arterial..... 100 feet

iv. Alley..... 20 feet

v. Cul-de-sacs, radius..... 50 feet

*Streets that border section lines require minimum 80-foot r/w and along quarter-section lines require minimum 70-foot r/w (PMC 12.04.270).

B. Curves (PMC 16.12.040.K)

I. For 10° or more deflection, a connecting curve is required:

1. 150' radius for local streets

2. 300' radius for arterial and collector streets

II. A vertical curve is required for changes of slope greater than 1%. Vertical curves shall have a minimum K-value of 50.

C. Minimum angle of intersection: 70° (PMC 16.12.040.J)

D. Minimum radii of curbs (PMC 16.12.040)

i. Cul-de-sacs – 45'

ii. Local Street/Local Street – 20' PMC 16.12.030

iii. Local Street/Collector – 20' PMC 16.12.030

iv. Collector/Arterial – 30' ISPWC

v. Commercial zones – 30' ISPWC

E. Grades (PMC 16.12.040)

i. Minimum – 0.003 ft/ft (0.3%)

ii. Maximum – 0.15 ft/ft (15%)

F. Typical sections (PMC 17.08.590)

i. Back-to-back curb dimensions

1. Local 37 feet
2. Residential Collector 41 feet
3. Collector 47 feet
4. Arterial 47 feet

G. Sidewalks – (PMCs 12.04.170, 120.4.250, & 16.28.030.G)

1. concrete only
2. minimum 4-feet in residential areas on local streets
3. minimum 5-feet wide in residential areas along arterials
4. minimum 5-feet in commercial areas

H. Curb and gutter types (PMC 12.04.250)

1. Standard is 6" vertical curb with gutter
2. 6" vertical curb and gutter required on collectors and arterials
3. 6" vertical curb and gutter required in commercial/industrial zones
4. 3" rolled curb allowed on local streets in new subdivisions or when adjoining existing rolled curb.

I. Minimum Pavement Thickness (compacted materials) (TMP)

	a)Local	b) Collector
Plantmix	2"	3"
Base Course	3"	6"
Subbase	10"	12"

Where: Plantmix is Class III asphalt concrete per ISPWC
Base Course is ¾-inch crushed rock per ISPWC
Subbase is 3-inch minus pit run per ISPWC

J. Street Lengths (PMC 16.12.040.I)

I. Maximum loop street length is 1,000 feet unless the street serves 24 or fewer lots, then the maximum length is 1,200 feet.

II. Maximum culdesac length is 400 feet from entrance to center of final turn around.

III. Temporary turnarounds will be required for any street stub longer than 150 feet. Temporary turnarounds will have a minimum 45-foot radius.

K. Emergency Access Roads (2003 International Fire code, IFC, pg 397)

i. Typically, a 26' wide emergency access road is required for secondary access. See 2006 IFC for details.

ii. Easement shall be provided for access road.

L. Street Lights (PMC 16.12.080)

i. Located at each intersection and as required by City

ii. Cobra Heads, metal poles

1. 100 watt high pressure sodium.

2. 25' mounting height.

3. 6' mast arm

M. Blocks (PMC 16.12.020)

i. Length no longer than 660-feet

ii. Length not less than 250-feet

N. Trenching within Right of Way

All trenches shall conform to ISPWC Section 300.See attached standard drawing SD-301 for additional information. The notes below correspond to the items on SD-301:

1 Local cutback = 1 foot

6 Imported backfill shall be used for trenches unless approved in advance by the City Engineer. Backfill shall conform to Section 801-Uncrushed Aggregate. Approval of alternate material will be based on gradation and moisture content of proposed alternate.

8 Type I or III bedding typically required.

11 Match existing finished pavement thickness or use minimum of 2.5 inches on local streets and 3.0 inches on collectors or arterials, whichever is greater. Pavement thicknesses shall not exceed 4 inches on local streets or 6 inches on collectors or arterials. Use 8 inches of ¾-inch crushed aggregate base unless otherwise specified.

12 Upper compaction zone: Compact to at least 95% of maximum dry density (MDD) as per ASTM D 699.

13 Lower compaction zone: Compact to at least 92% of MDD as per ASTM D 699.

14 Compaction tests are required as follows: at least 1 test per 300 lineal feet of trench (2 minimum) horizontally, and at least 1 set of tests per each 2 feet vertically of trench backfill.

O. Design Speed (PMC 10.16)

i. Local and Collector streets 25 mph

ii. Arterial streets 35 mph

P. Restricted access points (no driveways) along collectors and arterials (PMC 16.12.010.C)

Q. Residential driveway curb cuts must be separated by at least 21 feet (unless on adjoining driveways) and are limited to (PMC 12.04.250.D):

I. 20 feet wide on 50-foot lots

II. 35% of lot width up to a maximum of 35 feet on wider lots

III. Driveways on corner lots shall be placed within 8 feet of the property line which is away from the intersection, or at least 75 feet from the end of the corner curb radius, whichever is less.

R. Open Space

i. Landscape buffer separates areas (PMC 17.08.130).

S. Buffer strip required along arterial and collector streets. Minimum 15-foot wide including sidewalk (PMC 16.12.010.F).

8. Miscellaneous:

A. Street Cuts or Blockages: The City's Streets Supervisor shall be notified in writing at least two (2) City business days before any street cuts or street blockages for utility or street work.

B. Vandalized Concrete: Any concrete vandalized during construction shall be repaired to new condition or replaced solely at the contractor's expense.

C. Dust shall be controlled by watering in the morning and evenings and as otherwise needed. Contact the City for options on purchasing water.

CHAPTER 7 RESIDENTIAL DEVELOPMENT (PMC 16.12.030, 17.24.00, 17.28.00)

A. General

1. Flag lots are not permissible without a variance from the City Council (PMC 16.12.030.C)

2. Easements: Public Utility, Drainage, and Irrigation (P.U.D.I) (PMC 16.12.060)

   (1) Front yard 10-feet

   (2) Side yard 6-feet

   (3) Rear yard 10-feet

3. Irrigation is required. See Chapter 5.

4. Model homes are allowed (PMC 16.13.00)

5. Landscape buffer strips (PMC 16.12.010.F)

   a) Required where development adjoins collectors and arterials

   b) Minimum width- 15-feet measured from back of curb (includes sidewalk)

   c) Privacy fence or berm with landscaping required

6. Storm Drainage must be contained on-site and meet the State of Idaho's BMPs (PMC 16.28.050). See Chapter 4.

B. "A" Residential

1. Min sq. footage (PMC 17.24.040.G)

   a) Standard lots – 8,000 SF

   b) Corner lots – 10,000 SF

c) Minimum frontage on right-of-way (PMC 17.24.040.D)

(1) Standard lots–75-feet

(2) Corner lots – 85-feet

d) Minimum radius for corner lots-20-feet (PMC 16.12.030.B)

e) Minimum setbacks-FRONT- The larger of either, 25-feet from property line or 55-feet from center of road, SIDE/REAR-8-feet (PMC 17.24.040.A-C).

C. "B" Residential

1. Min sq. footage (PMC 17.28.040)

a) Standard lots - 6,000 SF

b) Corner lots – 8,000 SF

c) Minimum frontage on right-of-way (PMC 16.12.030)

(1) Standard lots-60-feet

(2) Corner lots – 75-feet

d) Minimum radius for corner lots - Same as "A"

e) Minimum setbacks- Same as "A"

f) Multi-family housing and Townhouses are allowed. Minimum lot size is 3,500 SF per living unit (PMC 17.28.404, 17.64.230)

g) Planned Unit Developments (PUD) are allowed (PMC 17.44)

CHAPTER 8 COMMERCIAL DEVELOPMENT (PMC 17.32-17.36)

General
Commercial developments are highly variable, and each developer is encouraged to attend a pre-application development review meeting with City representatives. This will often stream-line the development process and often save the developer time and money.

The parking requirements are clearly identified in PMC 17.72.020 through 17.72.040.

A. Permissible uses are defined in PMC 17.32.010 and 17.32.020.
B. Paved, striped, lighted, and landscaped parking areas required. PMC 17.72.020.
C. Drainage: All surface water retained on site PMC 17.72.020.

D. Standard curb and gutter and sidewalks shall be constructed in front and along the side streets of said property. Sidewalks shall be five feet (5') minimum width, and wider if necessary to conform with sidewalks already in existence, or from curb to property line. PMC 12.04.250

E. Requests for curb cuts must be made, in writing, to the Council. Curb cuts up to twenty feet (20') may be allowed on fifty foot (50') lots, and up to thirty five percent (35%) on lots above fifty feet (50'). No curb cut may be longer than thirty five feet (35'), and twenty one feet (21') of curb must be left between any two (2) curb cuts except where there are adjoining driveways. A request for any deviation in these regulations must be referred to the Planning Commission for approval before the Council will consider such request. Every application for a building permit shall show where the curb cut will be and must have the approval of the Engineer or Building Official. (PMC 12.04.250)

F. Pressure irrigation for landscape areas as required to support landscaping.

G. Surface water retained on site (PMC 17.72.020). See Chapter 5.

H. Curb cuts will be a minimum o f75 feet from the corner radius of the nearest intersection. Longer distances may be required to prevent interference with turn lanes and/or other intersection functions.

CHAPTER 9 PROJECT INSPECTION/CONSTRUCTION:

1. General:

A. Prior to any work within the City right-of-way, an application and encroachment permit shall be obtained from the City of Payette. Application is included at the end of this Chapter.

B. Prior to commencement of construction a pre-construction meeting shall be held.

C. Prior to commencement of construction of the associated public portion of improvements the material submittals shall be submitted and approved. A checklist of submittal requirements is included at the end of this Chapter.

2. On Site Inspector(s):

A. Project inspection shall be conducted on a daily basis under the auspices and control of the developer's Idaho-licensed professional Engineer.

B. Prior to any new construction, or repair of existing utility service, the City shall be notified in writing of the inspector's name, a statement of qualifications, office location, phone number, and emergency telephone numbers.

C. No water, sewer, street, or drainage construction shall take place without the City approved inspector on-site.

D. Periodic inspection shall be conducted by the Department Supervisors and/or the City Engineer.

3. Final Inspection:

A. Final project inspection shall be by the City Engineer or a representative of the City Engineer.

B. Final inspections shall be requested by the developer's engineer and scheduled with the City Engineer at least two (2) City working days in advance.

C. Punch List:

i. The project engineer shall do the first walk through and compile a list of items to be completed. Prior to the City and City Engineer participating in a walk through all items on the list are substantially completed.

ii. The City Engineer will develop a "punch-list" of items that must be completed, within five (5) working days of the final inspection.

iii. At the time the "punch-list" is developed, the City Engineer will assess a value to the punch list items, which the developer may secure an item of surety in accordance with City Code so that the developer may proceed with the development plan.

iv. Punch list items shall be completed to the satisfaction of the City Engineer prior to the release of any portion of the security. When all items contained on the City's punch list are completed, the City will issue a certificate of completion at which time the warranty period will start.

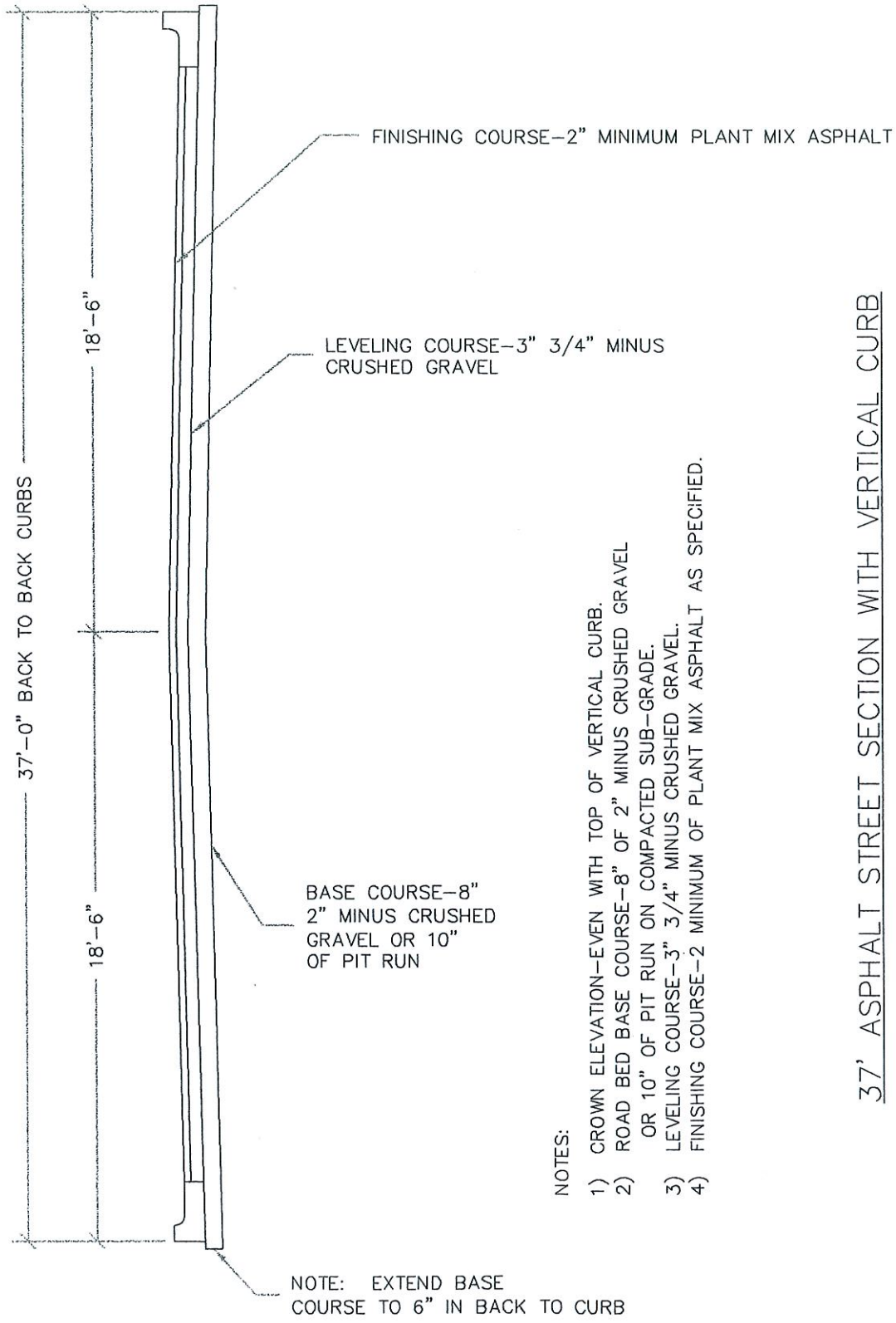
CHAPTER 10 LANDSCAPE AND VIEWSCAPES:

1. General:
   A All residential, commercial, and light industrial developments shall have entrance landscaping for a traffic buffer and viewscape transition. As a minimum, the traffic buffering requirements shall be according to City of Payette Landscaping Ordinance.

   B Maintenance of such landscaped and/or viewscape areas including but not limited to the irrigation system shall be the responsibility of the developer, future owner, and/or homeowner association unless other maintenance arrangements have been agreed upon with the City.

   C. All residential, commercial, and light industrial developments requiring or offering open space shall have as a minimum submitted with the final plan set:
      i. A landscape plan;
      ii. A financial plan of implementation, if dedicated to the City.

2. Required Irrigation:
   A. General: Irrigation shall be supplied as a part of the landscape and/or viewscape with the ability to be controlled automatically.
   B. Pressurized Irrigation: Shall comply to Chapter 5 of these specifications.
   C. Gravity Irrigation: All materials, construction, testing and inspection shall be in accordance to the current edition of the ISPWC Divisions 600 and all other applicable divisions therein.

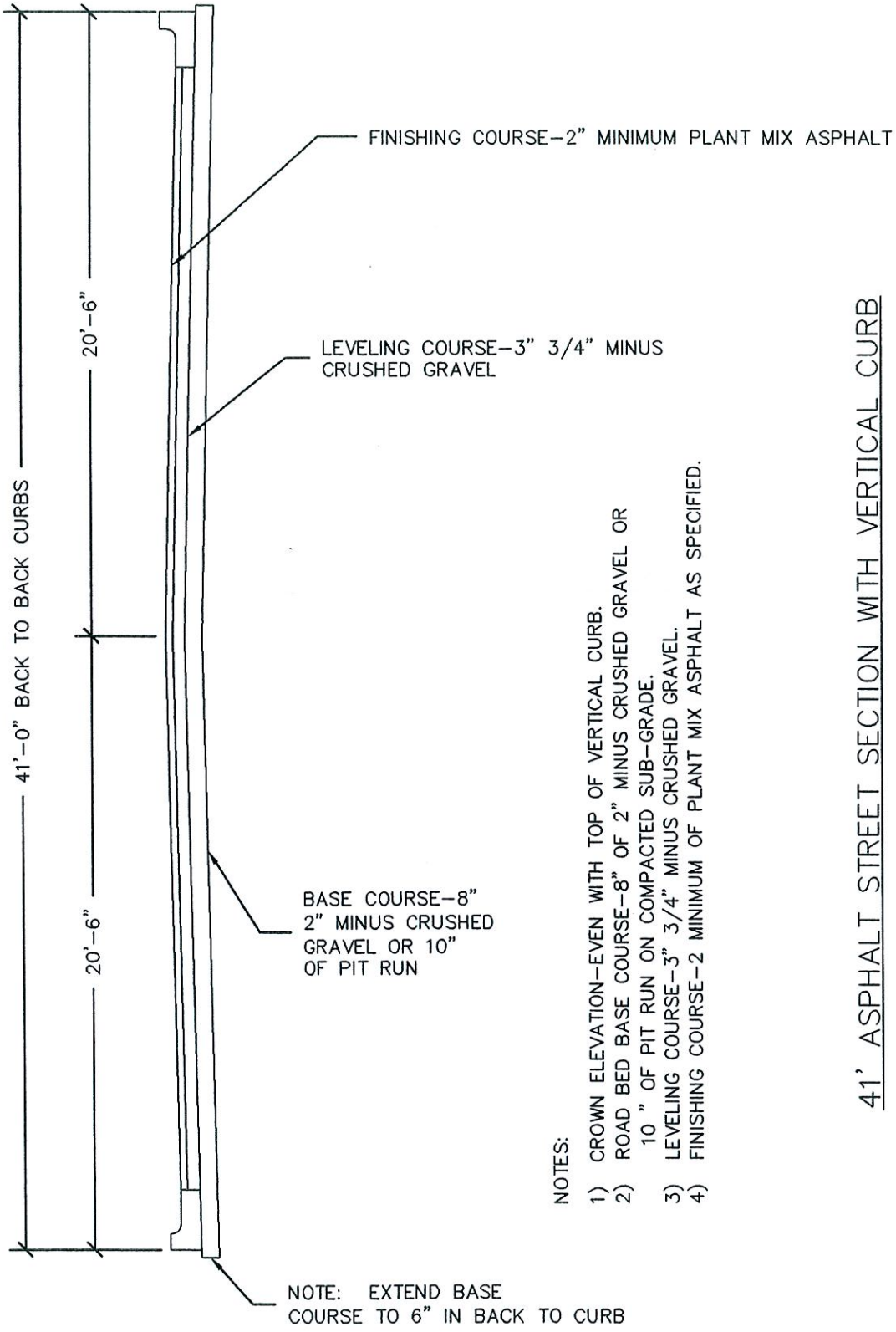


37' ASPHALT STREET SECTION WITH VERTICAL CURB

NOTES:

1) CROWN ELEVATION–EVEN WITH TOP OF VERTICAL CURB.
2) ROAD BED BASE COURSE–8" OF 2" MINUS CRUSHED GRAVEL OR 10" OF PIT RUN ON COMPACTED SUB–GRADE.
3) LEVELING COURSE–3" 3/4" MINUS CRUSHED GRAVEL.
4) FINISHING COURSE–2 MINIMUM OF PLANT MIX ASPHALT AS SPECIFIED.

CITY OF PAYETTE PUBLIC WORKS DEARTMENT	**37' STREET SECTION**	STANDARD DETAIL NO. S–1
FILE: G:\PC\015300\CITYSTANDARDS\S–1.DWG		DATE: 3/94 JM REVISED: 5/29/03 HE

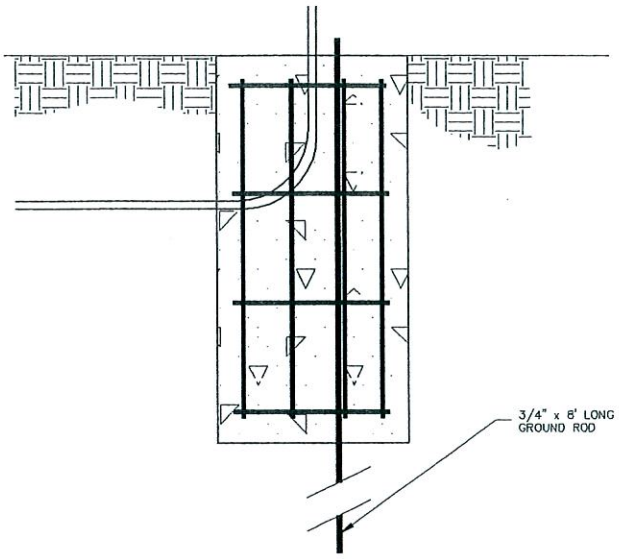


41' ASPHALT STREET SECTION WITH VERTICAL CURB

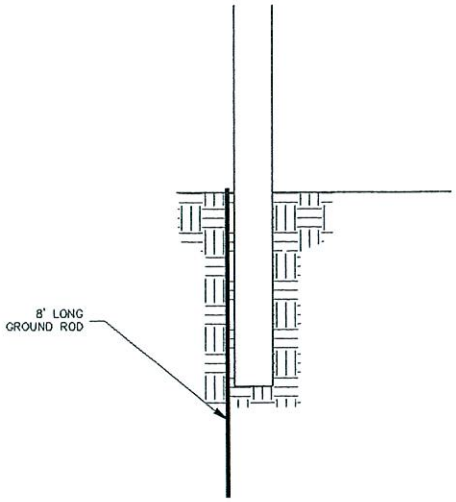
NOTES:

1) CROWN ELEVATION–EVEN WITH TOP OF VERTICAL CURB.
2) ROAD BED BASE COURSE–8" OF 2" MINUS CRUSHED GRAVEL OR 10 " OF PIT RUN ON COMPACTED SUB–GRADE.
3) LEVELING COURSE–3" 3/4" MINUS CRUSHED GRAVEL.
4) FINISHING COURSE–2 MINIMUM OF PLANT MIX ASPHALT AS SPECIFIED.

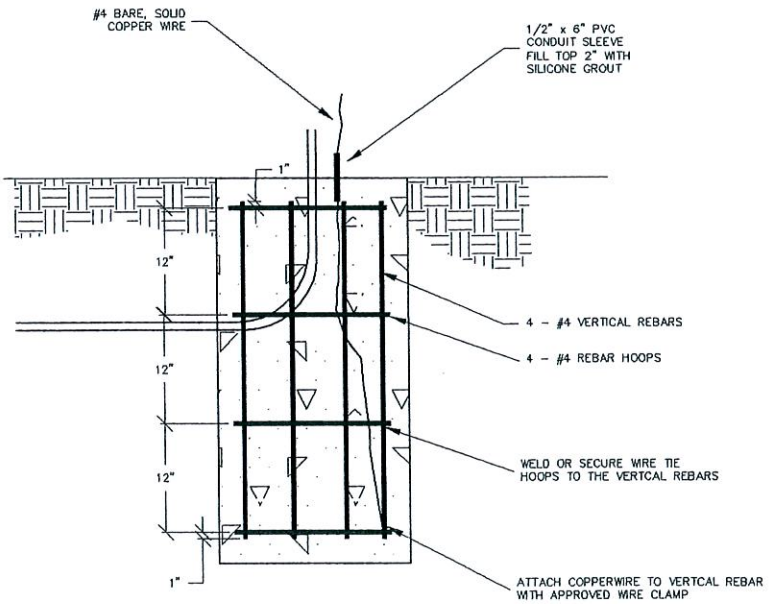
CITY OF PAYETTE PUBLIC WORKS DEARTMENT	**41' STREET SECTION**	STANDARD DETAIL NO. S–2
FILE: C:\PC\015300\CITYSTANDARDS\S–2.DWG		DATE: 3/94 JM REVISED: 5/29/03 HE



ALTERNATE # 1



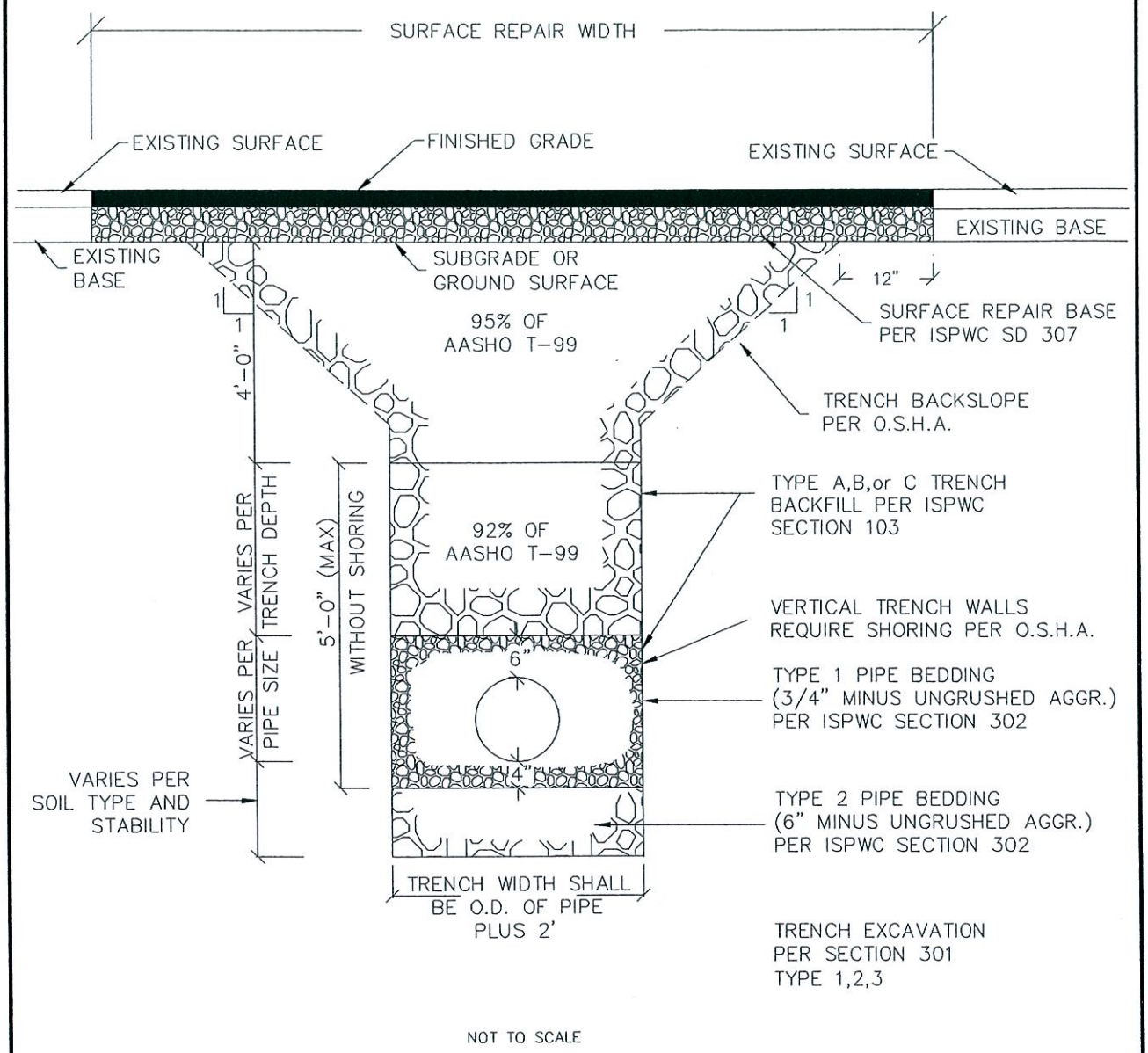
ALTERNATE #3
FIBERGLASS DIRECT BURIAL POLES



ALTERNATE # 2

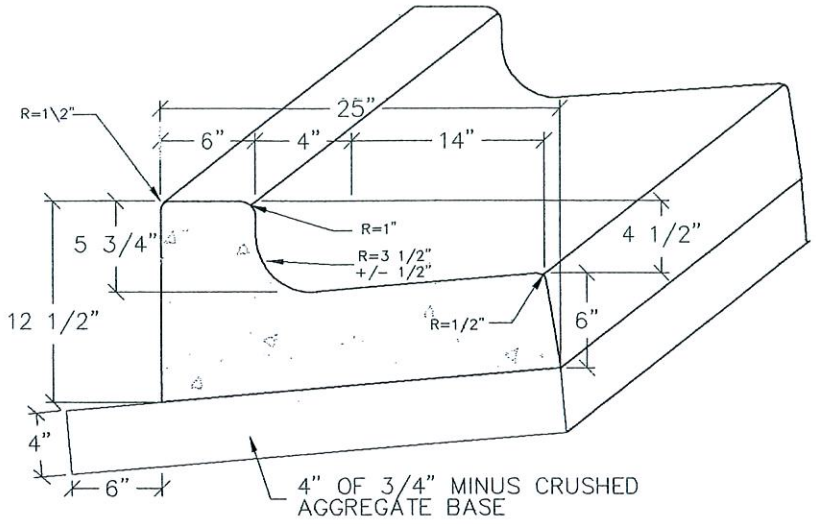
NOTE:
CITY STREET LIGHTS SHALL BE INSTALLED WITH ONE OF THE ABOVE GROUNDING SYSTEMS.

CITY OF PAYETTE PUBLIC WORKS DEPARTMENT	GROUNDING DETAILS	STANDARDS DRAWING NO. S-3
FILE: G:PC\015300\CITYSTANDARDS\S-3.DWG		DATE: / REVISED: 5/29/03 HE



NOT TO SCALE

CITY OF PAYETTE PUBLIC WORKS DEPARTMENT	TYPICAL TRENCH	STANDARD DRAWING NO. S-4
FILE: G:PC\015300\CITYSTANDARDS\TRENCH.DWG		DATE: ISPWC 90 / REVISED: 5/29/03 HE



NOTES:

① GRADE AND ALIGNMENT TO BE ESTABLISHED OR APPROVED BY THE CITY ENGINEER

② BASE: 4-INCH COMPACTED DEPTH OF 3/4 INCH MINUS CRUSHED AGGREGATE BASE MATERIAL, AS PER SECTION 800 ISPWC; COMPACTED TO EXCEED 95% OF THE STANDARD DENSITY; A MINIMUM WIDTH OF 3 FEET SHALL BE PLACED TO GRADE, PRIOR TO SETTING CURB FORMS.

③ 1/2 INCH EXPANSION JOINT MATERIAL AT TERMINAL POINTS OF RADII.

④ CONTINUOUS PLACEMENT PREFERRED, SCORE INTERVALS MINIMUM 8 FEET

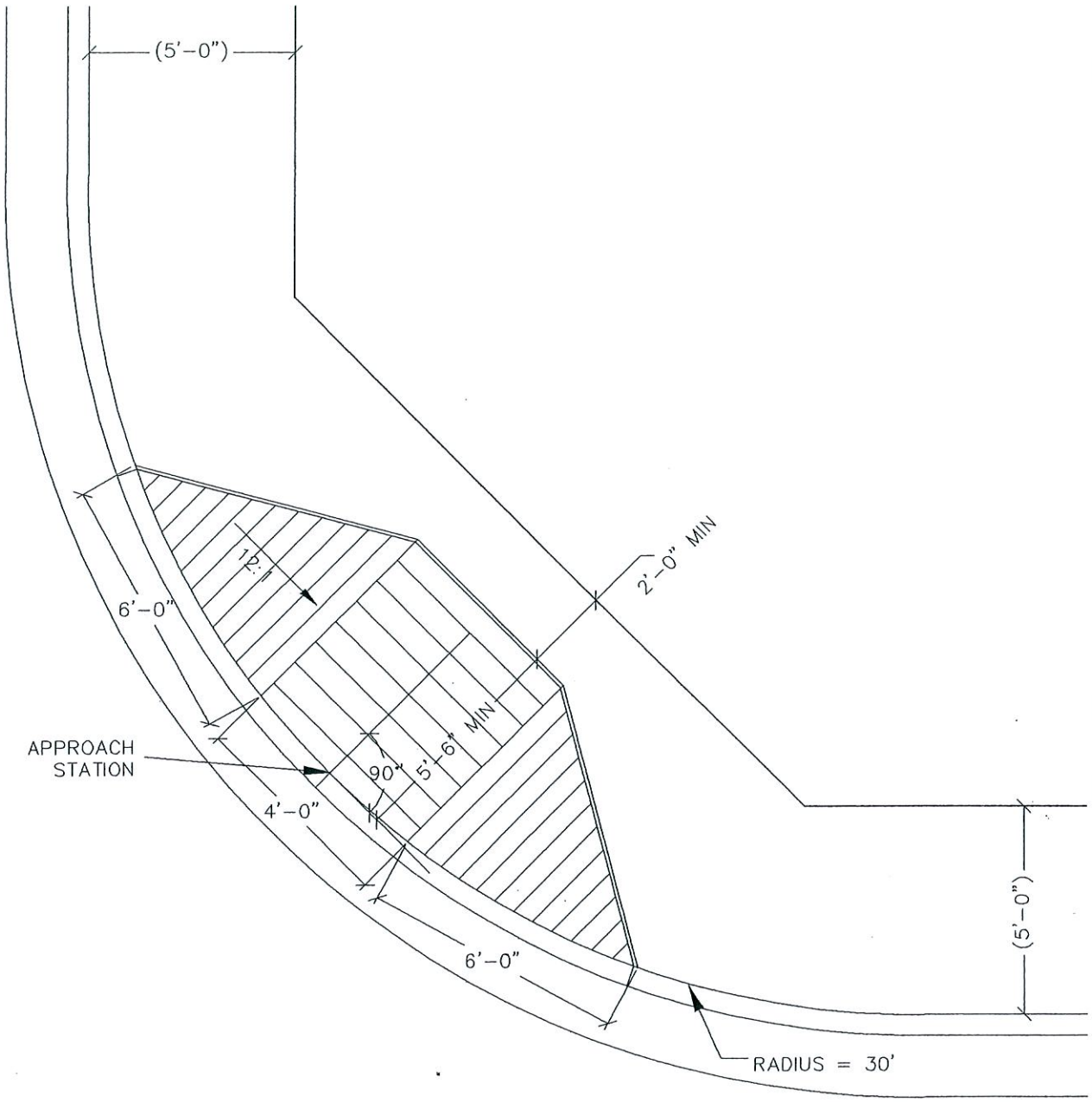
⑤ MATERIALS AND CONSTRUCTION IN COMPLIANCE WITH ISPWC SPECIFICATIONS.

⑥ BACKFILL AS PER ISPWC SPECIFICATIONS.

⑦ STANDARD CURB TO BE USED ON:
A. ALL STREETS
B. SEE DRAWING FOR CURB CONSTRUCTION AT RADII WHEN SIDEWALK IS INCLUDED.

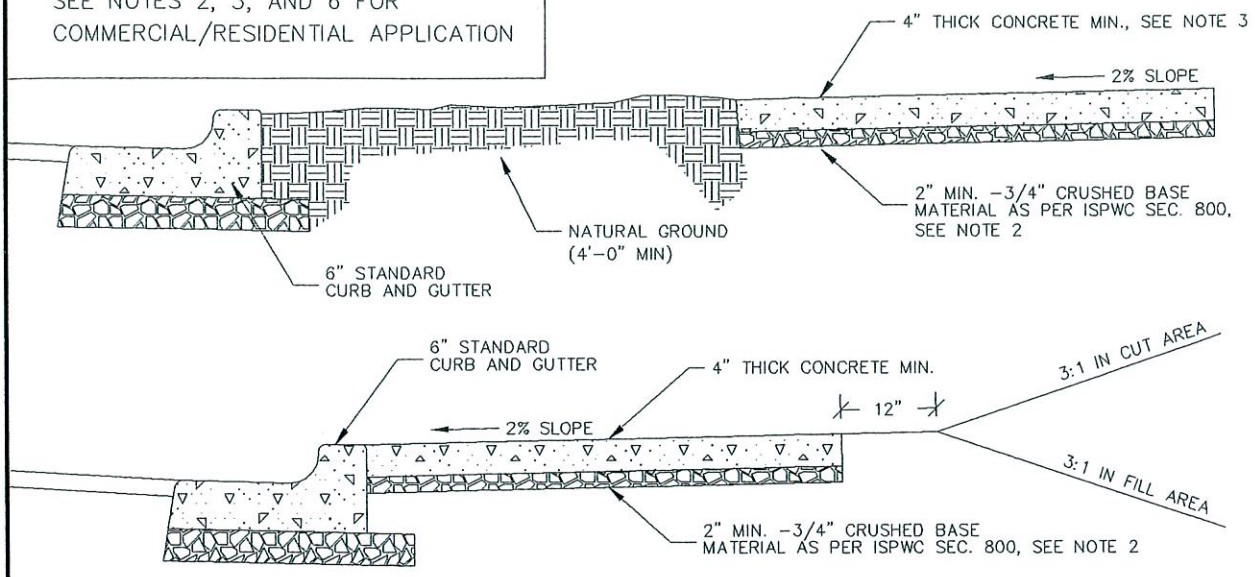
⑧ CONCRETE TO BE CL-3000, PER ISPWC OR CLASS 30, PER ITD STANARD SPECIFICATIONS.

CITY OF PAYETTE PUBLIC WORKS DEPARTMENT	CONCRETE CURB AND GUTTER	STANDARD DRAWING NO. S-5
FILE: G:\PC\015300\CITYSTANDARDS\S-5.dwg		DATE: 3/94 JM REVISED: 5/29/03 HE



CITY OF PAYETTE PUBLIC WORKS DEPARTMENT	HANDICAP PEDESTRIAN RAMP	STANDARD DRAWING NO. S-6
FILE: G:PC\015300\CITYSTANDARDS\S-6.DWG		DATE: 4/13/99 PS REVISED: 5/29/03 HE

SEE NOTES 2, 3, AND 6 FOR
COMMERCIAL/RESIDENTIAL APPLICATION



1) LOCATION, GRADE & WIDTH TO BE ESTABLISHED AND APPROVED BY THE CITY ENGINEER. OR DESIGNATED REPRESENTATIVE

2) BASE MATERIAL SHALL BE:
   A) RESIDENTIAL SIDEWALKS, 2" OF 3/4" MINUS CRUSHED AGGREGATE
   B) COMMERCIAL SIDEWALKS, 4" OF 3/4" MINUS CRUSHED AGGREGATE
   C) FILL ZONES BENEATH THE 3/4" MINUS SECTION SUBBASE MATERIAL SHALL BE FREE DRAINING PIT RUN WITH 3" MAXIMUM SIZE OR CRUSHED AGGREGATE

   COMPACT FILLS TO 95% OF STANDARD PROCTOR.

3) CONCRETE THICKNESS:
   A) COMMERCIAL SIDEWALK SECTIONS - 5"
   B) RESIDENTIAL SIDEWALK SECTIONS - 4".

4) SLOPE SIDEWALK TOWARD STREET. MAXIMUM SLOPE = 0.25" PER FOOT.

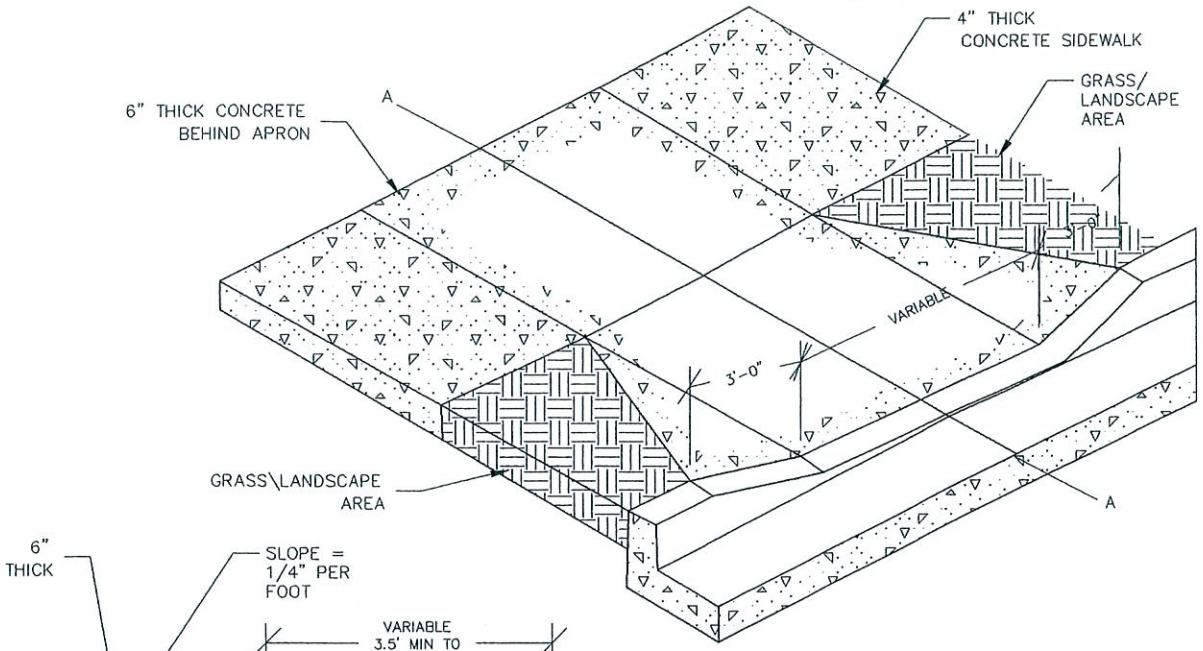
5) SCORE INTERVALS TO MATCH SIDEWALK WIDTH, EXCEPT WHEN THE SIDEWALK WIDTH EXCEEDS 5'; WHEN THE WIDTH EXCEEDS 5', THE SCORE INTERVALS SHALL BE 5'.

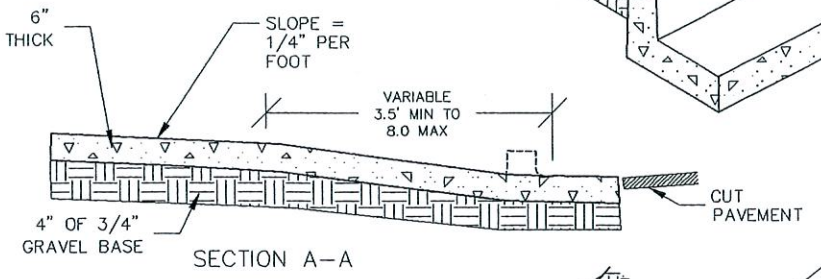
6) SIDEWALK WIDTH (MINIMUM):
   A) 5' COMMERCIAL
   B) 4' RESIDENTIAL
   C) IN ESTABLISHED NEIGHBORHOODS AND WHEN REPLACING EXISTING SIDEWALKS, MATCH THE EXISTING SIDEWALK UNLESS THE WIDTH IS LESS THAN THE DESIGNATED MINIMUMS. EXCEPTIONS MAY BE GRANTED BY THE CITY ENGINEER OR DESIGNEE.

7) EXPANSION JOINTS SHALL BE:
   A) CONSTRUCTED FROM INSECT RESISTANT, WATERPROOF MATERIALS
   B) EXTENDED THROUGH THE ENTIRE CONCRETE CROSS-SECTION
   C) PLACED AT ANY CHANGE IN CONCRETE THICKNESS; THE ENDS OF DRIVEWAY FLARES; THE ENDS OF HANDICAP RAMPS; AND NO INTERVALS GREATER THAN 15'.

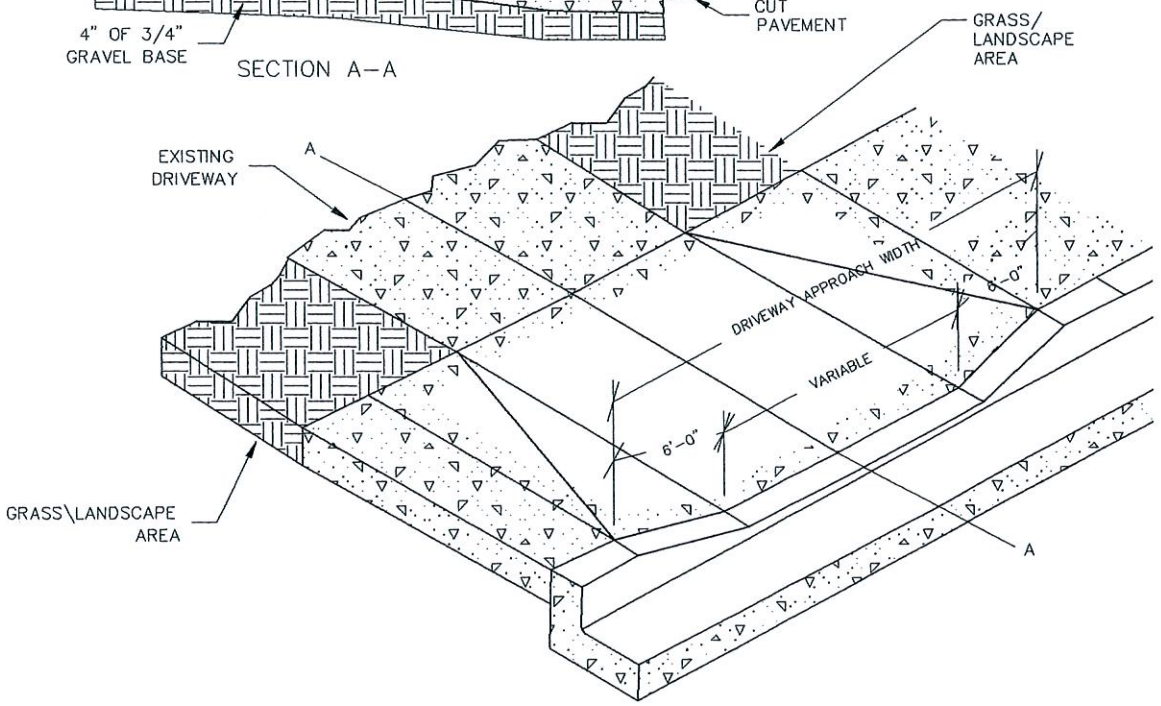
8) MINIMUM CONCRETE SPECIFICATIONS:
   A) 3000 PSI
   B) TYPE II CEMENT
   C) AGGREGATE FROM IDOT APPROVED SOURCE.

CITY OF PAYETTE PUBLIC WORKS DEPARTMENT	CONCRETE SIDEWALK	STANDARDS DRAWING NO. S-7
FILE: G:PC\015300\CITYSTANDARDS\S-7.dwg		DATE: 5/30/97 REVISED: 5/29/03 HE





SECTION A–A



1.) DRIVEWAY APPROACH WIDTH 20"–0" UNLESS OTHERWISE NOTED ON BUILDING PERMIT.

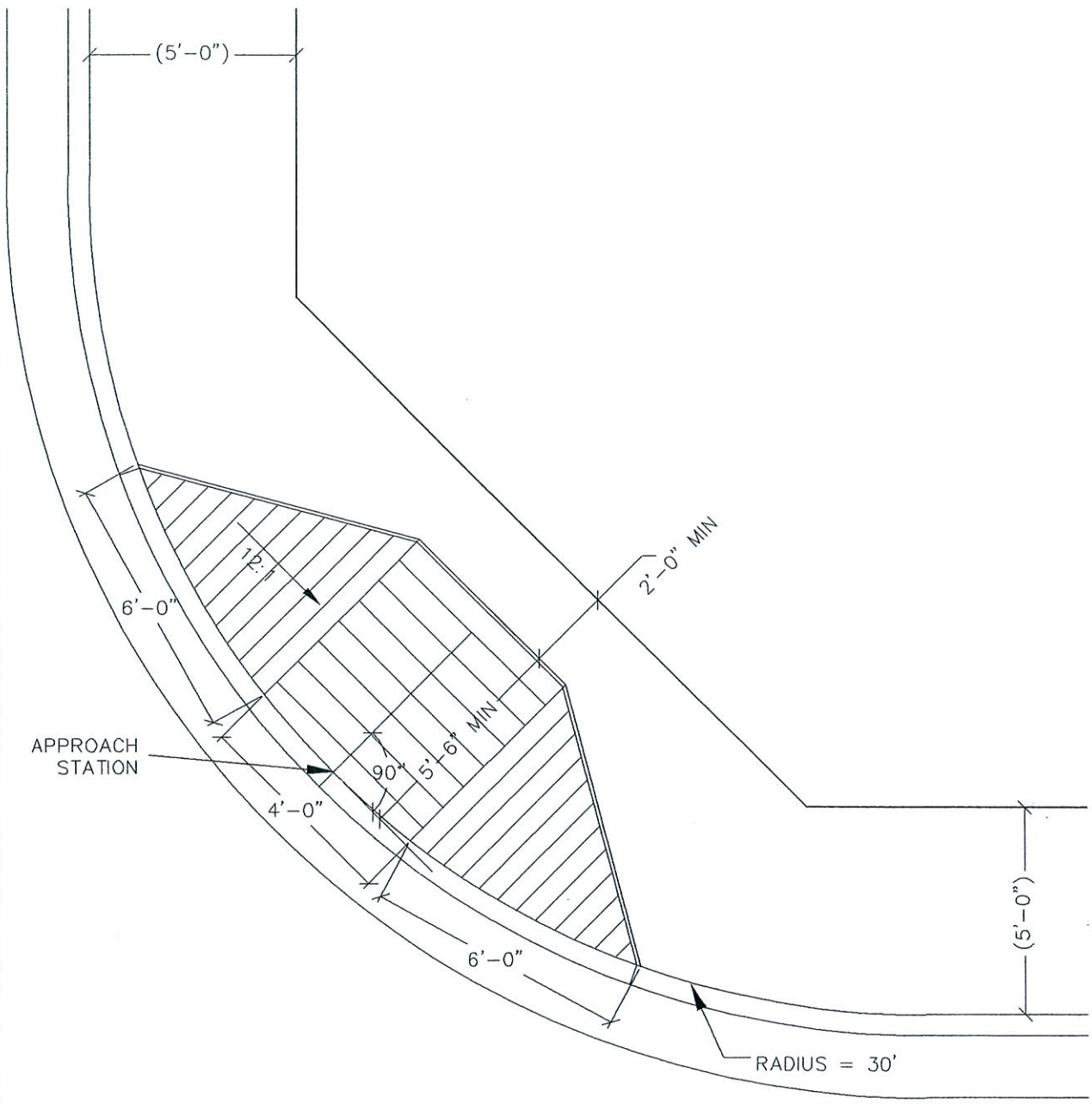
2.) MATERIALS AND CONSTRUCTION SHALL CONFORM TO THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION (ISPWC) SECTION 700.

3.) BASE MATERIALS FOR APPROACHES SHALL BE 4 INCHES OF 3/4" GRAVEL COMPACTED ON 95% OF OPTIMUM DENSITY.

4.) BACKFILL AS PER ISPWC, SECTION 200.

5.) CURB MUST BE REMOVED TO NEAREST CONSTRUCTION JOINT.

CITY OF PAYETTE PUBLIC WORKS DEPARTMENT	CONCRETE DRIVEWAY APPROACH	STANDARDS DRAWING NO. S-8
FILE: G:PC\015300\CITYSTANDARDS\S08.dwg		DATE: 2/94 JM REVISED: 5/29/03 HE



CITY OF PAYETTE PUBLIC WORKS DEPARTMENT	HANDICAP PEDESTRIAN RAMP	STANDARD DRAWING NO. S-6
FILE: G:PC\015300\CITYSTANDARDS\S-6.DWG		DATE: 4/13/99 PS REVISED: 5/29/03 HE

17.56.060: RESTORATION PERMISSIBLE WHEN:

Nothing in this title shall prevent the reconstruction, repairing, rebuilding and continued use of any nonconforming building or structure damaged by fire, collapse, explosion or act of God, subsequent to the effective date of the provisions codified in this chapter, wherein the expense of such work does not exceed sixty percent (60%) of the actual value of the building or structure at the time such damage occurred. Provided, however, in the case of damage exceeding sixty percent (60%) of the value of a residential dwelling which is located in a commercially zoned area, the owner shall be allowed to rebuild the structure provided the rebuilt/replacement structure complies with the most current residential setback requirements and the building permit is applied for and construction commences within one year of the damage. (Ord. 1256, 2006: Ord. 1204, 2002: prior code § 11-4-1(A)(6))

MINUTES
PAYETTE CITY COUNCIL
Work Session, Public Hearing & Regular Meeting
November 21, 2011

5:30 PM – Work Session

A. Design Review Guidelines

Mayor Williams opened up this general discussion. The City Council was e-mailed 3 different design review guidelines from various towns. Planning & Zoning has asked what the City Council would like to see done. Councilor Mussell stated that McCall's is very cumbersome and it can be difficult to get permits, there is a lot of red tape and it might limit growth. Councilor Heleker stated he doesn't want to place too many restrictions and feels that people will govern themselves. The Mayor asked the Council if there was anything in Jerome's that might be beneficial to us and is there anything we can't accomplish in the development meeting. Doug Argo stated that we don't have a lot of restrictions on shape or color of buildings in our current code. We don't want to create something that is obtrusive. The Council likes the idea of a guideline check off list for what is in our current code. Directed staff to create a check off list.

B. Year to date income versus expense for our building department
The Council was handed a spreadsheet of completed permits from January 2011 to October 2011 that showed price of permit and amount the building inspector has billed for those permits. Mayor Williams stated that the City of Fruitland has contracted with the City of Ontario and Payette County to supply building inspectors for them. Half of the permit goes to the City of Fruitland and the other half of the permit goes to who they have contracted with. Discussion followed that it looks like overall our system is working.

C. Idaho Power Franchise Fee
Mary Cordova addressed the Council. She stated that we are looking for direction if this is something we want to pursue. Other cities do this and it would be on the customer's Idaho Power bill. The Council asked if we had any idea what this would generate, Ms. Cordova stated no. The Council directed that we get figures and revisit at a later date.

D. Discussion of Rae Property Subdivision
Mayor Williams recused himself from this discussion due to a conflict of interest. Doug Argo addressed the Council. He would like to move forward with the subdivision for the Rae property. It would be divided into 3 different parcels. Subdivision requirements requires curb, gutter, sidewalk, drainage and design work. He is coming for direction at this point. Bert Osborn stated that the City has no obligation to do improvements, Mr. Rae is trying to donate land for the water line we are just acquiring the property and the City should not be responsible for the development. Doug Argo stated that he would like the Council to waive requirements officially.

Mary Cordova stated that it is on the agenda for consideration. We need to do a subdivision for property we need to own and the other requirements we are asking for a waiver. The cost of doing the subdivision is in exchange for the donated property. She will be talking to Planning & Zoning about a short plat application where you do not need to do improvements.

E. Mayor Informational Points

Mayor Williams gave an update on the Goodman property. He stated that they have been brainstorming for over a year. The City has applied to DEQ for Phase I for an Environmental Assessment. They

Mayor Williams stated that he had a concern of not getting revenue passed through from the boat user fees in Payette County. The Waterways Commission is the county commissioners. He was told that the County has helped purchase the gangways recently. Steve Castenada stated that they have also purchased the swift water gear and rescue gear for the department. Payette County has purchased jet skies and a boat with the fees.

Also entered into record were the following letters:
Payette Police Department
Ducks Unlimited
Payette River Bassmasters
American N.W. Outdoors, LLC
Idaho BASS Federation Nation

6:30 PM – Public Hearing: Variance request by Raymond & Betty Wiley, to allow for 2 residential dwellings on one lot at 331 ½ River Street, Tioga Plat, Block 28. The property is zoned Industrial.

Raymond Wiley, 331 ½ River Street, addressed the Council. He had a house fire due to the back of a fan shorting out. There was a lot of smoke damage, but not a lot of fire damage. The structure if fine and he will be bringing the home to current building codes. The house was built in 1975. He is not adding anymore room. When he was annexed having 2 houses on one lot was grandfathered. Current city codes allow for 1 house on 1 lot. Planning & Zoning's only concern was to be able to get fire equipment in to the back house. Council asked about the 2 residences on 1 lot, and Mr. Wiley stated that one is by the street and then one behind that house and both are occupied. They live in one and their kids live in the other one. The footprint would remain the same. He has some roof repairs to do that are not due to the fire. He will be placing sheetrock, insulation and flooring and it does need to be brought up to current building codes.

Councilor Heleker asked the Fire Chief about access and was told that the biggest problem was with sprinklers in the front and if they can correct that it would be a straight shot in.

Mary Cordova, addressed the Council. She stated that this is a non-conforming use per City code. Damage by fire was more than 60% of the value of the home. When annexed we allowed until that use no longer existed. Planning & Zoning did not want to see the footprint changed and that all codes were met. Discussion followed about the how the value was figured.

No one else addressed the Council.

The public hearing ended at 6:53 PM.

7:00 PM – Regular Meeting

A regular meeting of the Payette City Council was called to order at 7:00 PM by Mayor Williams in the City Council Chambers of Payette City Hall, 700 Center Avenue.

ROLL CALL

Members Present:	Mayor Jeff Williams, Georgia Hanigan, Mark Heleker, & Ivan Mussell.
Members Absent:	Les Cochran & Kathy Dodson
Staff Present:	Mary Cordova, City Coordinator; Bert Osborn, City Attorney, Mark Clark, Chief of Police; Dave Platt, Police Captain; Doug Argo, City Engineer; Randy Schwartz, WWTP Supervisor; Steve Castenada, Interim Fire Chief; Bobbie Black, Deputy City Clerk

PLEDGE

usually don't do this but might in this case. If it is not contaminated someone might be interested in purchasing. If it is contaminated then we would have to do Phase II.

He also told the Council that Valley Family Health had no funding during construction to install curb, gutter and sidewalks when addition was built. The Council waived and was hoping we could get funding later, but other projects have prevented that. Valley Family Health is responsible for the improvements

The Work Session ended at 5:59 PM.

6:00 PM – Public Hearing: Idaho Department of Parks & Recreations Waterway Improvement Fund Grant project for improving boat ramp at Centennial Park

Mary Cordova addressed the Council. She stated that we are going to apply for a grant to improve the boat ramp at Centennial Park through the Department of Parks & Recreations. Our current ramp is in disrepair and unsafe. There is a lot of usage with hunting, boating and rafting. It has been endorsed by the Department of Parks & Recreation and Doug Argo is working on a concept design to submit.

Chris Rambough, 1760 Star Lane, Meridian, President of Payette River Bass Masters & State Youth director addressed the Council. He is in support of this grant, on behalf of both organizations. This waterway is an extremely great opportunity for folks to come and enjoy the wildlife as well as hunting, fishing and boating. By improving this ramp local people would use it more. It's in such disarray. The biggest concern is access. It is tight and difficult to maneuver a boat and it needs to be widened.

Mark Clark, Chief of Police, addressed the Council. He stated his main concern was public safety. This is the only boat ramp in Payette County. We utilize this river for rescues and body recoveries. It is very difficult to launch a boat at this ramp. The concrete is corroded underneath and is very dangerous. He has seen an increase in traffic with rafters also using this ramp. On behalf of public safety this definitely is needed and it needs to be safe.

Steve Castenada, Fire Chief, addressed the Council. He stated that the swift water rescue team practices a lot from the ramp and there are numerous boulders creating a hazard. The Sheriff Department launches their jet skis and boats from there for river rescues. He has used this ramp for 12 years and it is getting worse every year. The ramp itself drops off to the side and is all tore up. If there is traffic, there is no place to have multiple boats.

Alan Massey, 1920 3rd Avenue South, addressed the Council. He stated that the one thing that drew him to Payette was the outdoor life. He bought a little boat and he has to go elsewhere due to it not being safe. The ramp is very much in need of repair. It is steep and backing a boat is a challenge.

Mayor Williams asked about the cross current issue and Doug Argo stated that part of the concept is working on the steepness, break water and dock beside the ramp to tie up several boats. Council Heleker asked about the annual maintenance plan and Mr. Argo stated that would depend on what we put in.

Chris Rambough addressed the Council again. He wanted to comment on the maintenance. There is extensive maintenance now that has been neglected and not taken care of, a new ramp would probably find reduced maintenance in the future.

Craig Jensen, 316 15th Avenue North, addressed the Council. He stated that he is on the Idaho Oregon Water trails group and this ramp is a great stop for boaters and rafters. He is in support of repairing and improving the ramp and docks. There is a lot of portals along the river and he is a big supporter of this.

Captain Platt led the pledge of allegiance.

A motion was made by Mussell and seconded by Hanigan to amend the agenda to add variance request by Raymond & Betty Wiley to allow 2 residential dwellings on one lot at 331 ½ River Street.

After a unanimous voice vote by the Council, the motion CARRIED.

CITIZENS COMMENTS

Craig Jensen commented on the Raymond Wiley variance request. He stated the repairs that we are evaluating on are replacements costs and the value replacement cost for repair/replacement should be what the cost of the house is, it is not apples to apples that is where we should come up with our percentage.

Mark Heleker introduced the Youth Advisory Council. They have been working on a mentoring program at the Westside School with the younger students. They have about 20 students writing notes back to each other. A letter from one of the students was read. They also will be volunteering at a food bank on December 2nd and will start a program to gather fabric to make dresses for Africa women. They will be visiting nursing homes also. Stated that 2 murals are on the Bancroft Park wall and are seeking sponsorship from businesses for more. Mayor Williams stated that if anyone would like to be a part of one of the City's committees, please let him know. Mark Heleker informed everyone that Channel 7 will be here Monday to interview Tess Warszyn for her academic accomplishments.

APPROVAL OF MINUTES

A motion was made by Heleker and seconded by Hanigan to approve the minutes of November 7, 2011, & November 14, 2011, as written

After a unanimous voice vote by the Council, the motion CARRIED.

APPROVAL OF BILLS & PAYROLL

A motion was made by Mussell and seconded by Hanigan to approve the City Bills & Payroll in the amount of $344,029.15.

At the roll call:
Ayes: Hanigan, Heleker, Nelson, and Mussell,
Nays:
The motion CARRIED.

SPECIAL ORDERS

A. Introduction of new Firefighter: Gina Page: Chief Castenada introduced Gina Page to the Council. She has attend the required drill and has been voted on by the group. She was a great help during Safety Week and will be a great asset to the department.

At the roll call:
Ayes: Hanigan, Heleker, Nelson, and Mussell
Nays:
The motion CARRIED.

E. Resolution 2011-08 – All Hazard Mitigation Plan

Mary Cordova stated that Chief Clark has read the entire plan. This was put together by the disaster coordinator and complies with all the rules and regulations. It is an update to the 2005 All Hazard Mitigation Plan.

A motion was made by Mussell and seconded by Heleker to approve Resolution 2011-08 – All Hazard Mitigation Plan.

After a unanimous voice vote by the Council, the motion CARRIED

F. Greenway Repair Contract Award – Granite Excavation, Inc.

The Council was informed that all bids have been reviewed and Granite Excavation was the low bidder and their package was complete. All their licenses are current. Mayor Williams asked Bert Osborn why we couldn't use the local contractor since the bids were so close and Mr. Osborn responded that we have to get the best deal for our taxpayers, which is why we do the bidding process.

A motion was made by Heleker and seconded by Nelson to award Greenway Repair Contract to Granite Excavation, Inc. for $61,127.00.

At the roll call:
Ayes: Hanigan, Heleker, Nelson, and Mussell
Nays:

The motion CARRIED.

G. Change Order #6 – Iowa Avenue Project

A motion was made by Hanigan and seconded by Mussell to approve Change Order #6 – Iowa Avenue Project in the amount of $32,425.94.

After a unanimous voice vote from the Council, the motion CARRIED.

H. Payette County Board of Commissioners – Canvass of Election

A motion was made by Mussell and seconded by Nelson to approve the Payette County canvas of election results.

A motion was made by Heleker and seconded by Nelson to approve Gina Page as a new member of the Fire Department.

After a unanimous voice vote by the Council, the motion CARRIED.

COMMUNICATIONS

A. Echelon Group donation to Meals on Wheels
B. Payette Fire Department Grand Opening

PLANNING & ZONING

A. Meeting Minutes- October 27, 2011

OLD BUSINESS

None

NEW BUSINESS

A. Beer & Wine License for Sabroso:

A motion was made by Heleker and seconded by Mussell to approve the beer & wine license for Sabroso contingent upon Planning & Zoning approving the conditional use permit.

After a unanimous voice vote by the Council, the motion CARRIED

B. Idaho Transportation Department Maintenance Agreement & Resolution 2011-09

A motion was made by Hanigan and seconded by Mussell to approve the Idaho Transportation Department Maintenance Agreement & Resolution 2011-09 as presented.

After a unanimous voice vote by the Council, the motion CARRIED

C. Donation Request – Albertsons

Councilor Mussell stated that the $49.99 is full price for a turkey dinner at Albertsons and we could get it a lot cheaper. It is a good thing to do. The Council discussed if we would be setting a precedent on this. No action taken on this item.

D. Airport Hangars Removal Proposal:

The Council asked Bert Osborn about this item and he stated that Mr. Griffiths has no leases, the Council terminated them.

A motion was made by Nelson and seconded by Heleker to approve the airport hangars removal proposal from Durham Gravel Works, Inc. for $3,050.00.

After a unanimous voice vote from the Council, the motion CARRIED.

I. Waiver of Subdivision Requirements – Water Line Project

A motion was made by Hanigan and seconded by Heleker to approve the waiver of subdivision requirements for design development and construction.

After a unanimous voice vote by the Council, the motion CARRIED

J. Variance request by Raymond & Betty Wiley

A motion was made by Heleker and seconded by Mussell to approve the variance request by Raymond & Betty Wiley to allow for 2 residential dwellings on one lot at 331 ½ River Street with stipulation that Planning & Zoning recommendations are followed.

After a unanimous voice vote by the Council, the motion CARRIED.

DEPARTMENTAL REPORTS

A. Treasurer's Department- October 2011
B. Engineering Status Report- November 21, 2011

Chief Clark gave an update for his department. He stated that Captain Platt and himself completed the ICS 400 training. The CAD system for their cars is up and running. They will be able to conduct business inside their cars soon. He has been assigned to a sub-council post academy committee to make sure that rules and regulations are up to date. They had 10 vehicles burglarized over the weekend and a big case of 4 trophy African head mounts stolen. His narcotic officer hit a deer and totaled the car.

Mary Cordova stated that Chief Clark's appointment is to a state wide committee.

Chief Castenada stated that administration is at the new station. The trucks will be moved this weekend.

MAYOR'S COMMENTS

Mayor Williams informed everyone the cross has been relit recently. A ministerial association has taken it over. It was stated that Ray Wickersham is also involved. He also wished everyone a Happy Thanksgiving.

CITIZEN'S COMMENTS

Councilor Heleker stated that he has reminded student to use the crosswalk light on Highway 95.

ADJOURNMENT

A motion was made by Heleker and seconded by Mussell to adjourn the regular meeting at 7:48 PM.

The motion CARRIED.

Signed this_____day of_____, 2011.

_____
Jeff Williams, Mayor

ATTEST:

_____
Mary Cordova, City Clerk

CITY OF PAYETTE

12-5-11

CITY PAYROLL	12/2/2011	ET	$113,169.04
HARDIN SANITATION	11/21/2011	5740	$26,591.73
IDAHO POWER	11/23/2011	5743	$2,731.00
PAYETTE HIGH SCHOOL	11/28/2011	5744	$25.00
STRATA	11/22/2011	5742	$350.00
A-PLUS AWARDS	12/5/2011	5745	8.50
ACTION COURIERS, INC.	12/5/2011	5746	25.20
ADVANCED CONTROL SYSTEMS	12/5/2011	5747	269.00
CAPENER, LORAINE	12/5/2011	5786	80.00
CONSOLIDATED SUPPLY	12/5/2011	5748	600.00
D&B SUPPLY	12/5/2011	5749	174.98
DART'S TRUE VALUE	12/5/2011	5750	1,250.06
DCS TECHNOLOGIES	12/5/2011	5751	1,015.60
DONOHO, INC.	12/5/2011	5752	2,682.82
ERNIE'S ELECTRIC, INC.	12/5/2011	5753	3,028.00
FEDEX	12/5/2011	5754	41.30
FERGUSON ENTERPRISES #3204	12/5/2011	5755	80.16
FOLKE CPA'S	12/5/2011	5756	4,550.00
GJZ ARCHITECTURE	12/5/2011	5757	90.00
HANIGAN CHEVROLET	12/5/2011	5758	40.99
HARDIN SANITATION, INC.	12/5/2011	5759	649.71
HD SUPPLY WATERWORKS	12/5/2011	5760	361.00
HOLLIS R.V. REPAIR	12/5/2011	5761	44.70
IDAHO POWER, PROCESSING CENTER	12/5/2011	5762	6,223.53
IDAHO STATE DEPT. OF AGRICULTURE	12/5/2011	5763	120.00
IDAHO TRACTOR, INC	12/5/2011	5764	29.45
INTERSTATE ALL BATTERY	12/5/2011	5765	72.93
ISPEED	12/5/2011	5766	160.00
JOHN E REID & ASSOCIATES, INC.	12/5/2011	5767	595.00
KING'S OF PAYETTE	12/5/2011	5768	140.81
MATERIALS TESTING	12/5/2011	5769	892.00
MCCREA HEATING AND PLUMBING	12/5/2011	5770	210.00
NORCO	12/5/2011	5771	165.90
ONTARIO BEARING & HYDRAULIC	12/5/2011	5772	45.75
ONTARIO STARTER REPAIR	12/5/2011	5773	25.00
ONTARIO TOOL AND RENTAL	12/5/2011	5774	29.66
OREGON CORRECTIONS ENTERPRISES	12/5/2011	5775	267.00
OXARC	12/5/2011	5776	1,089.63
PAYETTE COUNTY TAX COLLECTOR	12/5/2011	5777	894.52
PAYETTE LAWNCARE	12/5/2011	5778	760.00
PAYETTE PRINTING	12/5/2011	5779	424.68
ROBERTSON SUPPLY	12/5/2011	5780	22.56
SPEED O'MOTIVE	12/5/2011	5781	75.60
STATE OF IDAHO	12/5/2011	5782	70.00
TOSHIBA FINANCIAL SVC	12/5/2011	5783	176.00
WESCHEM INC.	12/5/2011	5784	7,130.00
XEROX CORPORATION	12/5/2011	5785	61.81
			177,540.62

RILEY J HILL

PO Box 428 ◆ Ontario, OR 97914 ◆ 541.889.9113

November 29, 2011

RECEIVED
NOV 30 2011
CITY OF PAYETTE

Attn: Mary Cordova
City of Payette
700 Center Avenue
Payette, ID 83661

Dear Ms. Cordova:

This letter is to express my sincere appreciation for your help and the help of the city staff in my recent endeavor to develop a piece of property in Payette.

Having developed many properties in my life, I have never met with a City that exuded as much enthusiasm and gone way past the extra mile to help me as a developer, put a project together.

Unfortunately, the property had too many hurdles and appears that it will not go forward.

Thank you again, and I will continue to tell others of my favorable treatment.

Sincerely,

Riley J Hill

cc: Jeffery T Williams, Mayor of Payette
Payette City Council Members
File

November 22, 2011

Ms. Colleen D. Bonnell
Library Director
Payette Public Library
24 S 10th Street
Payette, ID 83661-2861

Dear Ms. Bonnell:

It is a pleasure to inform you that a grant in the amount of $1,500, has been approved by Idaho Community Foundation's Board of Directors. The grant, which is provided through the Walter & Leona Dufresne Fund, is to be used to purchase large print books for the library, as outlined in your 2011 Southwestern Region Competitive grant proposal.

To receive this grant, please read the Grant Agreement included in this email, complete the required information under the "Grant Acceptance" section, and submit to our office via email or fax. We will not process this grant payment until we receive your acceptance of the terms of this agreement. The grant agreement outlines the conditions of the grant acceptance, such as public announcements recognizing the Walter & Leona Dufresne Fund in the Idaho Community Foundation as the grantor, and submitting an End of Grant Report by August 15, 2012.

On behalf of the Foundation's Board of Directors, members, and the Southwestern Region Grants Panel and staff, we would like to thank you for enabling the Idaho Community Foundation to be a part of the work you do, to enrich the quality of life throughout Idaho.

Sincerely,

Holly Motes
Controller

HM:bwl

GRANT AGREEMENT

All grants are made in accordance with current and applicable laws pursuant to the Internal Revenue code, as amended, and the regulations issued as part of this document. The grant to your organization from the Idaho Community Foundation (ICF) is for the explicit purpose (s) described below and is subject to your acceptance of the following grant conditions:

I. ANNOUNCING GRANTS -

Any announcement of the grant award made by the grantee, i.e., public announcements, news releases, publications or information concerning the grant or the program it funds will name the "Walter & Leona Dufresne Fund in the Idaho Community Foundation" as a source of funding for the program. Please send a copy of any such announcement to ICF.

II. EXPENDING FUNDS -

This grant is to be used only for the purpose described in the grant proposal and in accordance with its budget as outlined in your 2011 Southwestern Region Competitive grant proposal (except where otherwise modified by ICF). All funds should be fully expended within the specified grant period. The program is subject to modification only with ICF's prior written approval.

A. PAYMENT SCHEDULE -
One payment of the full grant amount, contingent on:
-Signed agreement - a returned email with the requested information will be accepted as an electronic signature.

B. EXPENSING FUNDS -
-Expenses may be incurred only as necessary to carry out the purpose and activities of the approved program.
-Expenses charged against this grant may not be incurred prior to the effective date of the grant or subsequent to the termination date.
-Funds should be fully expended by August 15, 2012 (approximately 9 months from grant award date).

C. UNEXPENDED FUNDS -
The grantee shall contact ICF for instructions on how to return to ICF any unexpended funds:
-At the end of the grant period, or
-If ICF determines that the grantee has not performed in accordance with this agreement and approved program budget, or
-If the grantee loses its exemption from Federal income taxes under section 501(c)3 of the Internal Revenue Code (if applicable).

D. FUND RESTRICTIONS -
No funds provided by ICF may be used for any political campaign, or to support attempts to influence legislation by any governmental body, other than through making available the results of nonpartisan analysis, study and research.

E. RECORD KEEPING -
The grantee organization is responsible for the expenditure of funds and for maintaining adequate support records.

F. PROPERTY RIGHTS -
Equipment or property purchased with grant funds shall be the property of the grantee organization, so long as it is not diverted from the purposes for which the grant was made. If the purposes of the organization or the use of grant funds is changed, the equipment or property reverts to ICF, at its option.

G. COPYRIGHTS -
Reports, materials, books, and articles resulting from this grant may be copyrighted by the organization receiving the grant or by the author, in accordance with the policies of the grantee organization toward the goal of obtaining the widest dissemination of such reports, material, books, or articles. ICF reserves the royalty-free license to use such publications. For projects involving the possibility of patents, the grantee should request further information from ICF.

III. GRANT REPORTING

A. REPORT DEADLINE -
End of Grant Report must be submitted by or before August 15, 2012. If you have not fully implemented your project by the report due date, you must still submit a progress report by this date. Failure to submit your End of Grant Report by this deadline may preclude you from consideration for future funding.

B. REQUEST EXTENSION -
If there are circumstances that affect the completion of your project or the timely submission of the End of Grant Report, you should email the Foundation as soon as possible to discuss possible adjustments. Email is preferred: grants@idcomfdn.org.

C. REPORT INSTRUCTIONS -
End of Grant Report forms and instructions are available on ICF's website at www.idcomfdn.org under Grants and Distributions.

D. REPORT REQUIREMENTS -

In your End of Grant Report you may be asked to include the following:
-The actual outcome of the project (were the objectives achieved).
-The grant's impact on the population served by the project.
-Unexpected barriers (such as insufficient funds or personnel changes) and how they were overcome or the impact they made on your project.
-Implementation highlights.
-A fiscal report listing grant expenditures.
-For general operating expense grants you may be asked to describe your mission, program or board/management changes, recent successes, current fund raising plans, and other relevant information.
-Any leverages resulting from the grant (matching dollars, in-kind contributions, etc.).
-Pictures of your project are welcome (please label them for identification) and can be submitted electronically with your End of Grant Report.

IV. LIMIT OF COMMITMENT -

Unless otherwise stipulated in writing, this grant is made with the understanding that ICF has no obligation to provide other or additional support to the grantee.

GRANT ACCEPTANCE

Please return the following text and necessary information to Britney Whiting-Looze via email, britney@idcomfdn.org, or fax (208) 342-3577. We will not process this grant payment until we receive your acceptance of the terms of this agreement.

On behalf of Payette Public Library, the terms of this agreement are accepted by:

Name:
Title:
Address:
Phone Number:
Email:
Grant ID: 25062
Grant Amount: $1,500
Project Title: to purchase large print books for the library
Fund: Walter & Leona Dufresne Fund

By accepting, I attest that I am authorized to bind the grantee organization by contract and that this organization agrees to the terms of this agreement. I further attest that this organization is currently an established 501(c)3 organization, a governmental agency or other federally recognized not-for-profit.

Please retain a copy of this agreement for your records.

CITY OF PAYETTE, IDAHO
Resolution 2011-10

A RESOLUTION EXPRESSING APPRECIATION TO ALAN POLLOCK

WHEREAS, Alan Pollock, received a grant for the 2011 Community Champion Award Grant by Molina Medical Solutions; and,

WHEREAS, each nominee is selected by a community-based organization and receive a grant to give to a nonprofit organization of his choice; and,

WHEREAS, Mr. Pollock was given this award for his community work with the Payette County Recreation District; and,

WHEREAS, Mr. Pollock has been part of the Payette County Recreation District for the past 11 years, and during this time, Mr. Pollock has been a Payette County Recreation District Commissioner for the past 6 years; and,

WHEREAS, Mr. Pollock is a strong active member of our community and surrounding area; and,

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council are honored to have this opportunity to recognize the personal commitment and public service of Mr. Allan Pollock, and commend him for his outstanding public contributions,

BE IT FURTHER RESOLVED that in recognition of their accomplishment, the Mayor and Council commend Mr. Pollock, and direct the City Clerk to make this Resolution a part of the permanent records of the City of Payette as a lasting symbol of their gratitude.

APPROVED and SIGNED this 5th day of December, 2011.

CITY OF PAYETTE, IDAHO

_____
Jeffrey T. Williams, Mayor

_____
Georgia Hanigan, Councilor

_____
Lee Nelson, Councilor

_____
Jeff Williams, Councilor

_____
Ivan Mussell, Councilor

_____
Les Cochran, Councilor

_____
Mark Heleker, Councilor

ATTEST:

_____
Mary Cordova, City Clerk

CITY OF PAYETTE, IDAHO

AGENDA STATEMENT

To: Honorable Mayor & Members of the Payette City Council

From: Bobbie Black, Deputy City Clerk

Date: 11/30/2011

Re: Appointment of Airport Commissioner

BACKGROUND & JUSTIFICATION: Brenda Carter is an existing member of the airport commission. Her term was up for renewal as of 6-30-10.

FISCAL IMPACT: None

RECOMMENDATION: Recommend that Mayor appoint and City Council confirm the re-appoint of Brenda Carter to the Airport Commission with the term expiring June 30, 2014.

FORM APPROVED
OMB NO. 0575-0042

Form RD 1924-7
(Rev. 2-97)

UNITED STATES DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT AND
FARM SERVICE AGENCY

CONTRACT CHANGE ORDER

ORDER NO. Five (5)
DATE November 17, 2011
STATE Idaho
COUNTY Payette

CONTRACT FOR New Addition for Payette Public Library

OWNER City of Payette

To Atkins General Builders Inc. dba KEPHA Construction
(Contractor)

You are hereby requested to comply with the following changes from the contract plans and specifications:

Description of Changes (Supplemental Plans and Specifications Attached)	DECREASE in Contract Price	INCREASE in Contract Price
Floor box for future security scanner (RFI #3 & RFI #3A)	$	$ 285.06
Replace insulation and repair roofing at area of existing water damage.		937.67 4 Days
TOTALS	$	1,222.73
NET CHANGE IN CONTRACT PRICE	$	1,222.73

JUSTIFICATION:

A 120V floor receptacle was added for a future book security system. Water damaged insulation under a portion of the existing roof was replaced.

The amount of the Contract will be (Decreased) (Increased) By The Sum Of:
One Thousand Two Hundred Twenty-Two Dollars and Seventy-Three Cents Dollars ($ 1,222.73).

The Contract Total Including this and previous Change Orders Will Be:
One Million Ninety-Two Thousand Three Hundred Ninety-Five Dollars and Thirty-Six Cents Dollars ($ 1,092,395.36).

The Contract Period Provided for Completion Will Be (Increased) (Decreased) (Unchanged): Increased 4 Days.

This document will become a supplement to the contract and all provisions will apply hereto.

Requested	*(Owner)*	*(Date)*
Recommended	*(Owner's Architect/Engineer)*	11-17-2011 *(Date)*
Accepted	*(Contractor)*	12-1-11 *(Date)*
Approved by Agency	*(Name and Title)*	*(Date)*

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to U.S. Department of Agriculture, Clearance Officer, STOP 7602, 1400 Independence Avenue, S.W., Washington, D.C. 20250-7602. ***Please DO NOT RETURN this form to this address.*** *Forward to the local USDA office only. You are not required to respond to this collection of information unless it displays a currently valid OMB control number.*

POSITION 6

Form RD 1924-7 (Rev. 2-97)

ORIGINAL-BORROWER'S CASE FOLDER

Atkins General Builders, Inc.
dba KEPHA Construction
3606 E. Newby Street
Nampa, Idaho 83687
Phone: 208-461-2700
Fax: 208-461-2702

CHANGE ORDER REQUEST
No. 00004

TITLE: Floor Box per RFI0003A

DATE: 9/6/2011

PROJECT: Payette Library Addition

JOB: K100-11

TO: Attn: Houston Head
Gowland Johanson & Zimmerman Arch.
400 South Main
Payette, Idaho 83661
Phone: 208-642-4452 Fax: 208-642-4453

CONTRACT NO: K100-11-0906

RE: COR **To:** GOWJOHID **From:** KEPHA **Number:** 00004

DESCRIPTION OF PROPOSAL

Provide and install floor box, credit data cable per response to RFI0003A.

Item	Description	Stock#	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	Floor box per response to RFI00003A		1.000	LS	$249.29	0.00%	$0.00	$249.29

Unit Cost:	$249.29
Unit Tax:	$0.00
Unit Total:	**$249.29**
Subtotal:	**$249.29**

Description	Markup Percent	Markup Amount
General Conditions	6.500%	$16.20
Insurance	1.250%	$3.12
Overhead & Profit	5.000%	$12.46
Bonds	1.600%	$3.99

Total Cost: **$285.06**

KEPHA Construction

Digitally signed by L. Brian Atkins
DN: cn=L. Brian Atkins, c=US, o=Atkins General Builders, Inc., DBA KEPHA Construction, email=brian@kephaconstruction.com
Reason: I am the author of this document
Location: 3606 E. Newby Street Nampa, Idaho 83687
Date: 2011.09.06 09:47:37 -06'00'

APPR

By: _____
L. Brian Atkins

Date: 9/6/2011

By: _____
Houston Head

Date: _____

Rundle Electric INCORPORATED

880 E. Franklin Rd., Ste.309
Meridian, ID 83642
Phone – (208) 895-8954
FAX – (208) 947-1509

Full Service Commercial & Residential Electrical Contractors

August 26, 2011

Kepha Construction
3606 E. Newby Street
Nampa, ID 83687

Project: Payette Public Library Addition
24 S. 10th St.
Payette, ID 83661

CHANGE ORDER REQUEST FOR RFI 00003A

Provide pricing to terminate the two 3/4" conduits (E2.1P - Keyed Note 10, E2.1S - Keyed Note 7) for power and data to the future security gate scanner into a Hubbell SystemOne Floor Box. Furnish and install Hubbell model # S1PFB floor box, Hubbell model # S1SPDUSL sub-plate, and Hubbell model # S1TFCBRS cover plate. Pricing shall include electrical conductors terminated at a duplex receptacle under the original contract documents. Pricing shall also include a credit for providing a pull string in lieu of data conductors included in the original contract documents.

Rundle Labor	$ 80.00 (1 hrs@$80/hr – install floor box, plate)
Rundle Material	$181.77 (Hubbell floor box system)
CREDIT	($ 45.00) (less [1] Data conductor)
Subtotal	$216.77
O&P	$ 32.52 (15%)
Total	$249.29

Attached: RFI No. 00003A (08/22/2011)

Prepared by: Richard Montgomery
Rundle Electric, Inc.

Signature: _____ Dated: 8-26-11

Atkins General Builders, Inc.

dba KEPHA Construction
3606 E. Newby Street
Nampa, Idaho 83687

Phone: 208-461-2700
Fax: 208-461-2702

REQUEST FOR INFORMATION
No. 00003A

TITLE: E2.0P Security gate scanner

DATE: 8/22/2011

PROJECT: Payette Library Addition

JOB: K100-11

TO: Attn: Houston Head
Gowland Johanson & Zimmerman Arch.
400 South Main
Payette, Idaho 83661
Phone: 208-642-4452 Fax: 208-642-4453

STARTED:
COMPLETED:
REQUIRED: 8/29/2011

REQUEST:
Reference E2.1P, note 10 Please reference additional clarification from Rundle Electric and reply.

Reque KEPHA Construction :ins General Builders, Inc.

Digitally signed by L. Brian Atkins
DN: cn=L. Brian Atkins, c=US, o=Atkins General Builders, Inc., DBA KEPHA Construction, email=brian@kephaconstruction.com
Reason: I am the author of this document
Location: 3606 E. Newby Street Nampa, Idaho 83687
Date: 2011.08.22 12:31:40 -06'00'

Signed: _____
L. Brian Atkins

Date: 8/22/11

Expedition ®

ANSWER:
Provide pricing to terminate the two 3/4" conduits (E2.1P - Keyed Note 10, E2.1S - Keyed Note 7) for power and data to the future security gate scanner into a Hubbell SystemOne Floor Box. Furnish and install Hubbell model # S1PFB floor box, Hubbell model # S1SPDUSL sub-plate, and Hubbell model # S1TFCBRS cover plate. Pricing shall include electrical conductors terminated at a duplex receptacle under the original contract documents. Pricing shall also include a credit for providing a pull string in lieu of data conductors included in the original contract documents.

Answered By: Gowland Johanson & Zimmerma

Date: _____

Signed: _____
Houston Head

Rundle
Electric INCORPORATED

880 E. Franklin Rd., Ste.309
Meridian, ID 83642
Phone – (208) 895-8954
FAX – (208) 947-1509

Full Service Commercial & Residential Electrical Contractors

RFI

August 11, 2011

Kepha Construction
3606 E. Newby Street
Nampa, ID 83687

Project: Payette Public Library Addition
24 S. 10th St.
Payette, ID 83661

RE: RFI No 00003 (Security Gate Scanner)

Previous RFI No 00003 dated 05/11/2011 calls for a 120v floor mounted receptacle for a future scanner. It shows the location, but provides no additional information on this receptacle. Is this to be mounted in a floor box? Round, square, etc? Please provide more detail on what is to be installed. This will require an added cost and we can price based on the information provided.

Since this is going into the upcoming concrete pour, this is a time critical request. Also, please verify that there are no additional requirements for the scanner that will need to be in the concrete.

Attached: RFI No. 00003 (05/11/2011)

Submitted by Richard Montgomery, Rundle Electric

Atkins General Builders, Inc.
dba KEPHA Construction
3606 E. Newby Street
Nampa, Idaho 83687
Phone: 208-461-2700
Fax: 208-461-2702

REQUEST FOR INFORMATION
No. 00003

TITLE: E2.0P Security gate scanner

DATE: 5/11/2011

PROJECT: Payette Library Addition

JOB: K100-11

TO: Attn: Dion Zimmerman
Gowland Johanson & Zimmerman Arch.
400 South Main
Payette, Idaho 83661
Phone: 208-642-4452 Fax: 208-642-4453

STARTED:
COMPLETED:
REQUIRED: 5/18/2011

REQUEST:
Reference E2.1P, note 10 does not provide enough information as to the actual location, please clarify.

KEPHA Construction

Digitally signed by L. Brian Atkins
DN: cn=L. Brian Atkins, o=U.S. Atkins General Builders, Inc. DBA KEPHA Construction, email=lbatkins@kephaconstruction.com
Reason: I am the author of this document
Location: Nampa, Idaho 83687
Date: 2011.05.11 10:52:47 -06'00'

Reques ins General Builders, Inc.

Date: May 11, 2011

Signed: _____
L. Brian Atkins

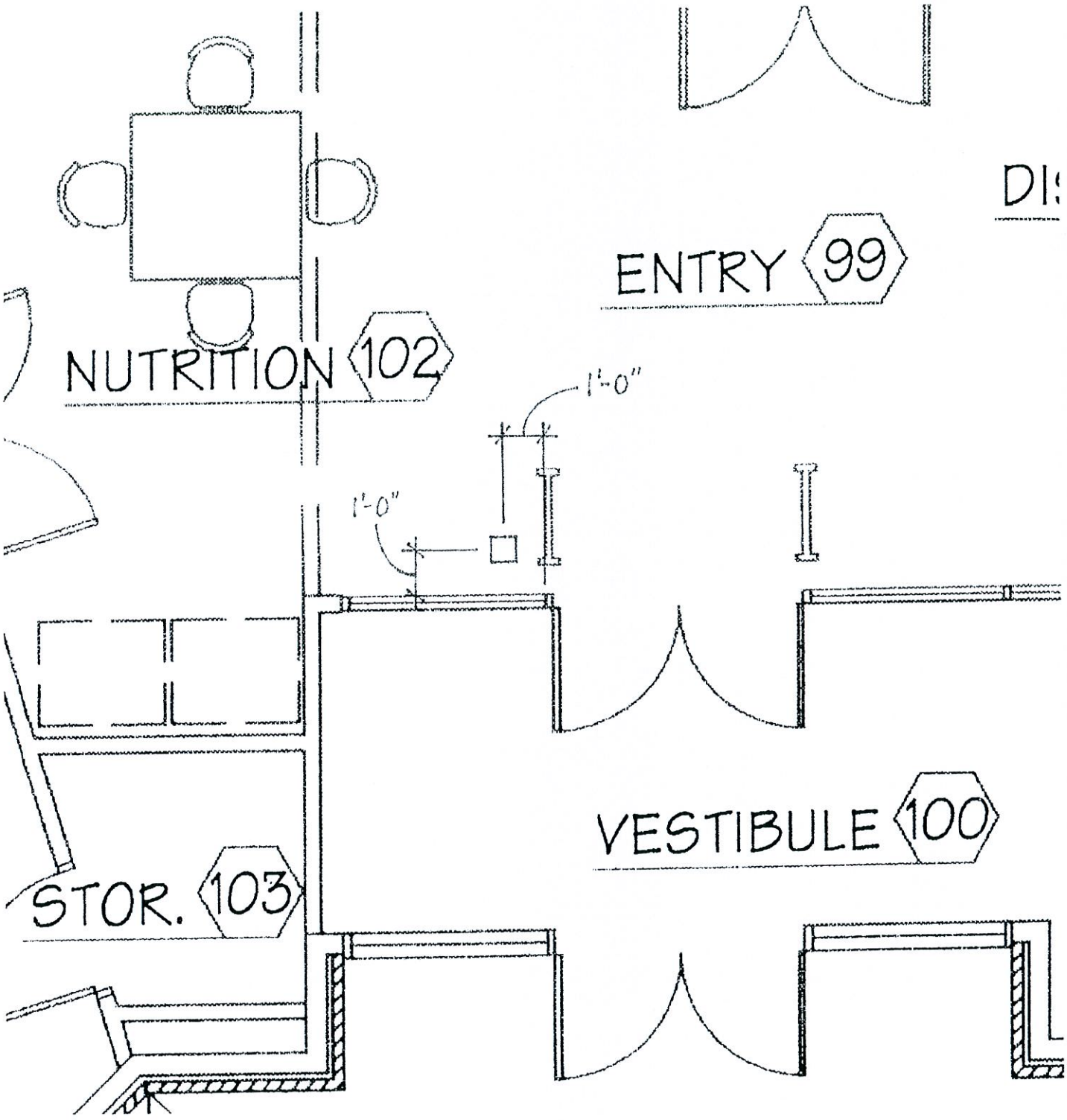
Expedition 1

ANSWER:
Locate a 120V floor mounted receptacle for a future security scanner where indicated in the attached sketch.

Answered By: Gowland Johanson & Zimmerman

Date: _____

Signed: _____
Dion Zimmerman


ENTRY 99
NUTRITION 102
1'-0"
1'-0"
VESTIBULE 100
STOR. 103

Atkins General Builders, Inc.
dba KEPHA Construction
3606 E. Newby Street
Nampa, Idaho 83687
Phone: 208-461-2700
Fax: 208-461-2702

CHANGE ORDER REQUEST
No. 00005

TITLE: Additional Roof Patching

DATE: 11/9/2011

PROJECT: Payette Library Addition

JOB: K100-11

TO: Attn: Houston Head
Gowland Johanson & Zimmerman Arch.
400 South Main
Payette, Idaho 83661
Phone: 208-642-4452 Fax: 208-642-4453

CONTRACT NO: K100-11-0906

RE: COR **To:** GOWJOHID **From:** KEPHA **Number:** 00005

DESCRIPTION OF PROPOSAL

Remove damaged roofing and insulation and replace with new as per proposal from Williamson Roofing. Cost does not include damaged plywood sheathing if water damaged or moldy. We request four days of time extension.

Item	Description	Stock#	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	Roof Repair		1.000	LS	$820.00	0.00%	$0.00	$820.00

Unit Cost:	$820.00
Unit Tax:	$0.00
Unit Total:	**$820.00**
Subtotal:	**$820.00**

Description	Markup Percent	Markup Amount
General Conditions	6.500%	$53.30
Insurance	1.250%	$10.25
Overhead & Profit	5.000%	$41.00
Bonds	1.600%	$13.12

Total Cost: **$937.67**

APPROVAL:

By: _____
L. Brian Atkins

Date: _____

By: _____
Houston Head

Date: _____

Expedition®

WILLIAMSON ROOFING & CONSTRUCTION, INC.

121 WEST IDAHO – P O BOX 34
NEW PLYMOUTH, IDAHO 83655
PHONE (208) 278-3262 FAX (208) 278-3499
EMAIL: willroof@qwestoffice.net

ID CONTR. LIC – 10693-A-4
(7200,7400,7100,6100,7920,9110)
REG #RCE-1611—OR LIC. 11764
Fully Insured & Bonded

Roger
Atkins General Builders
dba Kepha Construction
3606 E. Newby Street
Nampa, ID 83676

FAXED: 208-461-2702

JOB NAME: Payette Library Addition

CHANGE ORDER #___ as discussed with Roger at Kepha Construction and Dion Zimmerman, architect

DATE: November 8, 2011

OWNERS: City of Payette

Owners hereby authorize the following changes in the plans and specifications of the above described construction project, and/or order that additional materials, supplies, services, labor and other items listed below and/or required to complete this Change Order to all other terms and conditions in the contract with Williamson Roofing & Construction, Inc.

1) Removal of approximately 680 sq ft of damaged insulation on the old section of the library and then refill with ½" recover board. Patch & repairs as discussed.

Change Order Amount: ADD: $820.00

Williamson Roofing & Construction, Inc.
By: _____
Dale B. Williamson

Accepted date:_____

By_____
Atkins General Builders dba Kepha Construction

Payette Fire Department
Monthly Activity Report

Fire Chief STEVE CASTENADA

November

Fires	Rescue	Mutual Aids	Fire Inspection	Other
1	14	0	22	7

The department had 1 Chimney fire with no loss.

We are 99% complete with City Fire Inspection.

Fire Chief

Steve Castenada