

City of El Reno

Residential Building Permit Application



Project Information

Project Address: _____

OR (if un-platted): Attach legal description of property to application.

Zoning Classification: _____ Existing Use(s): _____

Owner Information:

Name: _____ Phone: _____ Email: _____

Check as many of the following as applicable:

<input type="checkbox"/> New Primary Structure (House, Duplex)	<input type="checkbox"/> Addition to Existing Structure
<input type="checkbox"/> New Accessory Structure (Barn, Shop, Car port)	<input type="checkbox"/> Remodel <input type="checkbox"/> Swimming Pool
<input type="checkbox"/> Fire Restoration	<input type="checkbox"/> Demolition
	<input type="checkbox"/> Move Structure Onto Lot

Square Ft of Improvements: _____ Estimated Value of Project: _____

Required Documentation

New Structure: Site plan showing structure on lot, with distances to lot lines, other structures. Full set of building plans, including roofing and footing plans.

Addition: Site plan showing addition on lot, with distances to lot lines, other structures. Building plans to include floor plan, roofing and footing details.

Accessory Structure: Site plan showing structure on lot, with distances to lot lines, other structures. Engineered building plans, including engineered footing design.

Fire Restoration: Floor plan and scope of work, as amended. If footing or roofing are repaired/replaced, describe or show plans.

Swimming Pool: Site plan showing pool on lot, with distances to lot lines, other structures. Pool construction plan.

Moving Structure To Lot: Site plan showing structure on lot, with distances to lot lines, other structures. If manufactured/modular home: data plate showing construction specifications If traditionally built home: complete as-built building plans.

Car Port: Site plan showing structure on lot, with distances to lot line, other structures.

Contractor Information:

Name: _____ Phone: _____ Email: _____

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Certification:

I HEREBY AFFIRM THAT I HAVE BEEN AUTHORIZED BY THE PROPERTY OWNER(S) TO APPLY FOR AND UNDERTAKE ALL WORK DESCRIBED, AND THAT THE ENTIRE PROJECT CONFORMS TO THE CODE OF THE CITY OF EL RENO, OKLAHOMA STATE STATUTES, AND ALL FEDERAL REGULATIONS. I ACKNOWLEDGE THAT ONLY CONTRACTORS HOLDING STATE AND LOCAL LICENSING MAY PERFORM ELECTRICAL, MECHANICAL AND PLUMBING WORK. I UNDERSTAND THAT ONLY THE WORK DESCRIBED IN THE PLANS IS ELIGIBLE FOR PERMITTING, AND I ATTEST THAT ALL MINIMUM REQUIRED INSURANCE WILL BE MAINTAINED DURING CONSTRUCTION.

I ATTEST TO THE TRUTH AND CORRECTNESS OF ALL FACTS AND INFORMATION PRESENTED IN THIS APPLICATION AND AGREE TO PAY ALL FEES AS REQUIRED.

Signature: _____ **Printed Name:** _____ **Date:** _____

COMPLETE APPLICATION RECEIVED: DATE: _____ INITIAL: _____ PERMIT NO.: _____

PREFERRED CONTACT: CONTRACTOR OWNER OTHER: _____

DATE CONTACT PERSON NOTIFIED ABOUT PERMIT STATUS: _____ 2ND NOTICE: _____

Fee Structure Information

At Time of Application:	Plan Review Fee	\$0.05/SF under roof:	\$_____
	Plan Review Minimum	\$10.00	\$_____

At Approval of Permit:			
	Building Permit Fee	\$0.09/SF	\$_____
	Building Fee Minimum	\$25.00	\$_____
	Certificate of Occupancy	\$10.00	\$ 10.00
	Driveways: _____	@ \$35.00 each	\$_____
	Sidewalks: _____	@ \$25.00 each	\$_____