



City of Tuttle

221 W. Main Street
PO Box 10
Tuttle, OK 73089
(405) 381-2335 Office (405) 381-3852 Fax

Application for Commercial Plan Examination and Building Permit

Approved:

Denied:

For Inspections or building questions call 381-2335 Monday-Friday, 8:00 a.m.-5:00 p.m.

*** After approval and construction begins, Inspections must be requested 48 hours In advance**

Plot Plan Check: A fee of five dollars (\$5.00) per acre or fraction of an acre. This will be a NON-REFUNDABLE FEE paid at the time the application is filled out. If the application is approved an addition permit fee will be required.

_____ acres/ or fraction at \$5.00 =\$ _____

Application Date: _____

Is Owner Applicant: Yes No

If not, the owner is _____

Zoning: _____

Flood Zone: Yes No

Builder Information:

Name: _____

Address: _____

Phone #: _____ Cell Phone #: _____

If Builder is not the **Owner** Please list:

Name: _____

Address: _____

Phone #: _____ Cell Phone #: _____

Property Information:

Street Address: _____

Complete Legal Address: _____

Total Square Ft. under roof (garage & patios included): _____

Estimated Value/Cost (including land):\$ _____

Lot Size: _____

Setbacks:

Front: _____ Side: _____ Side: _____ Rear: _____ Roadway centerline: _____

*Note

Restrictive Covenants compliance is Owner's responsibility & must abide by whichever restrictions are greater.

Description of Construction: _____

Outside dimensions: _____ x _____ Inside square ft. _____ Floors: _____

Parking Area: _____ x _____ (Hard surface required!)

Location of Handicap Accessibility: _____

Contractor Information: * Must be licensed through the City of Tuttle

Electrical: _____
Name Phone No.

Plumbing: _____
Name Phone No.

Mechanical: _____
Name Phone No.

Tinhorn/Driveway Information:

Tin Horn requirement: Yes No Length: _____ Diameter: _____

Tinhorns shall not be less than 30' (thirty feet) long or less than 24" (twenty four inches) oval in diameter. Must be installed prior to construction project to protect roadway. All connections to paved roadways are required to have a paved apron connecting to the roadway. A separate fee is charged for this permit

Water/Wastewater Service Information

How will water be provided for this site?

- City of Tuttle (most common)
- Rural Water No. 6
- Private water well (allowed only if no other public water system is available to serve the site)

If a private water well will be constructed, a water well permit must be purchased and approved by the City of Tuttle prior to the drilling of the well. Approvals from ODEQ and OWRB may also be required)

How will wastewater treatment be provided for this site?

- City of Tuttle (required if available)
- Onsite septic system (requires approval from ODEQ)
- Onsite aerobic system (requires approval from ODEQ)
- Other _____

Other Utility Information:

Electric service will be provided by:

- Public Services of Oklahoma (PSO)
- Oklahoma Electric Cooperative (OEC)

Wired phone/communication services will be provided by:

- AT&T
- Pioneer Telephone
- Other _____
- No wired communication services will be installed at this time

Fuel service will be provided by:

- City of Tuttle (most common)
- Oklahoma Natural Gas (not common)
- Onsite propane tank
- No fuel service is needed

I hereby certify that I am the owner of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official or the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Signature of Applicant

Signature of Owner of the Property

Notes: _____

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1. Complete Building Permit Application.
2. Construction Plans stamped by an architect/engineer.
3. Plan examination by the State Fire Marshall.
4. Plot Plan of Lot should include.
 - a. Lot size.
 - b. Location of structures & existing structures.
 - c. Location of water well or water services.
 - d. Location of septic system or sewer line.
 - e. Copy of soil report from Oklahoma Department of Health. (If septic system)
5. Landscaping plan.
6. Other documents as may be required.

Check List for Commercial Building Application

Please check the boxes when the following sections of the application are completed!

- Zoning
- Builder Information
- Owner Information
- Property Information
- Construction Plans
- Plot Plan an Architectural Engineer
- State Fire Marshall Examination
- Met the Exterior Building requirements
- Met the requirements for parking
- Met the requirements for handicap accessibility
- Lot size
- Setbacks & Dimensions
- Location of structures & existing structures
- Location of water well or water services
- Location of septic system or sewer line
- Copy of soil report from ODEQ
- Square footage under roof
- Total Cost
- Description of Construction
- Contractor Information
- Other Permits (tin horns)
- Other Utility Companies
- Signature

Approvals

- Zoning Clearance
Signature _____ Date _____
- Floodplain Clearance
Signature _____ Date _____
- Drainage Clearance
Signature _____ Date _____
- Public Works Clearance
Signature _____ Date _____
- Fire Department Clearance
Signature _____ Date _____
- Building Inspector Approval
Signature _____ Date _____

