



**OKLAHOMA COUNTY
PLANNING COMMISSION
320 ROBERT S. KERR, SUITE 101
OKLAHOMA CITY, OKLAHOMA 73102**

**RESIDENTIAL BUILDING
PERMIT REQUIREMENTS**

Oklahoma County issues building permits for the unincorporated areas only. Permits are required for all property improvements including additions to existing structures. Building must commence within six months of permit approval or a new permit must be obtained from this office.

The following documents are required with all building permit applications:

- **Two** copies of the Warranty or Quit Claim Deed with book and page number. This may be obtained from the Registrar of Deeds office. If you are not the legal owner of the property, a lease/contract or written and notarized permission from the legal owners of the property must accompany the application.
- **Two** copies of any easements used to access the property, if applicable.
- **Two** copies of percolation/soil test from ODEQ (405) 702-6222.
- **Two** copies of a site plan, **must be on at least 8 ½" x 11" paper**, of entire property including the following information:
 - Setbacks from centerline of road, side, and rear yard setbacks.
 - Property Lines, proposed structure, and all existing structures.
 - Relation to section line roads.
 - Driveway location and length.
 - North arrow for reference.
- **One** copy of **floor** plan
- **One copy of footing/foundation plan stamped by Oklahoma licensed PE.**
- **Building Permit Fee Schedule** see below:
 - All Residential \$.15 per square foot
 - Mobile Home \$1.00 per \$1,000.00 mobile home value
 - Minimum Building Permit Fee \$25.00

Mobile home owners may refer to the fee schedule on Page 4 when calculating building permit fee.

Applications will be processed and a building permit mailed within five working days, **if all documents have been received and the application has been properly completed in full and Oklahoma County zoning and building code regulations have been met.**

Please contact the following staff for additional information, if necessary:

Tyler Gammon, Oklahoma County Planning Director, (405) 713-1361
Ruth Walters, Oklahoma County Planner, (405) 713-1357

Web Site: www.oklahomacounty.org/planningcommission

Mobile Home – Required for mobile home building permits only:

_____ Or _____
 Serial Number Title Number

_____ Model _____ Year _____
 Make

_____ Mobile Home Value

**OKLAHOMA COUNTY
 MOBILE HOME
 FEE SCHEDULE**

Improvement Value	Building Permit Fee	Improvement Value	Building Permit Fee
\$29,000	\$29.00	\$45,000	\$45.00
\$30,000	\$30.00	\$46,000	\$46.00
\$31,000	\$31.00	\$47,000	\$47.00
\$32,000	\$32.00	\$48,000	\$48.00
\$33,000	\$33.00	\$49,000	\$49.00
\$34,000	\$34.00	\$50,000	\$50.00
\$35,000	\$35.00	\$51,000	\$51.00
\$36,000	\$36.00	\$52,000	\$52.00
\$37,000	\$37.00	\$53,000	\$53.00
\$38,000	\$38.00	\$54,000	\$54.00
\$39,000	\$39.00	\$55,000	\$55.00
\$40,000	\$40.00	\$56,000	\$56.00
\$41,000	\$41.00	\$57,000	\$57.00
\$42,000	\$42.00	\$58,000	\$58.00
\$43,000	\$43.00	\$59,000	\$59.00
\$44,000	\$44.00	\$60,000	\$60.00

If the Manufactured Home improvement is over \$60,000.00, it is assessed at the same rate *

- - \$1.00 per \$1,000.00 of Manufacture Home value - -

**OKLAHOMA COUNTY
PLANNING COMMISSION**

Inspection Requests Contact Information:

Roxy McAtee 713-1838 Markita Shaw 713-1464
Fax 713-1850

Required Inspections Check List

Builder/Owner Requested Inspections:

- Footing/Foundation/Setbacks (prior to pour)
- Frame (after electrical/mechanical/plumbing roughs pass inspection)
- Sprinkler/Smoke Alarm System
- Residential Final

Licensed Contractor Requested Inspections:

- Electrical (Temporary Pole/Rough/Final)
- Plumbing (Ground/Rough/Final)
- Mechanical (Ground/Rough/Final)
- Gas (if applicable)
- Water Service (if applicable)
- Sewer (if applicable)
- Mobile Home Tie-Downs
- Mobile Home Electric/Gas

Building must commence within six months of the date of permit approval or a new permit must be obtained from this office.

*****Post address and building permit number at the entrance to the property within sight distance of the street. Failure to do so will delay inspections and incur additional charges.*****

Applicant's Signature

Date

REVISED BUILDING CODE
INSPECTION FEES EFFECTIVE JULY 1, 2006

Building Construction Permit – Residential

Footing/Foundations	\$40.00
Frame	\$40.00
Residential Final	\$40.00

Electrical Residential

Temporary/Construction Electric	\$40.00
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0-4,000 sq. ft. livable space:

Electrical Rough & Service	\$50.00
Electrical Final	\$50.00

4,001-6,000 sq. ft. livable space:

Electrical Rough & Service	\$70.00
Electrical Final	\$70.00

Each 1,000 sq. ft. or portion thereof over 6,000 sq. ft.	\$40.00
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Remodels (less than 50% of area)	\$50.00
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Miscellaneous Work	\$40.00
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All electrical re-inspections	\$40.00
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Plumbing Residential

All plumbing permits will be issued at the rate of **\$120.00**. This fee includes a maximum of three inspections (ground/rough/final).

Minor plumbing requiring only one inspection	\$40.00
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All plumbing re-inspections	\$40.00
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Sewer/Water Connection (if required)	\$40.00
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Gas	\$40.00
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Mechanical Residential

Mechanical Ground	\$40.00
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Mechanical Rough	\$40.00
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Mechanical Final	\$40.00
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Minor Mechanical requiring only one inspection	\$40.00
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All mechanical re-inspections	\$40.00
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Mobile Home Permit

All mobile homes shall be inspected for tie-downs and utilities at a rate of \$70.00. This fee includes the following two inspections:

Mobile Home Tie-Downs	\$35.00
Mobile Home Electric	\$35.00
Re-Inspection	\$35.00

****All inspections, including footings, must be called in the day prior to the requested inspection by 4:30 p.m. ENGINEER'S CERTIFICATES ARE NOT AN ACCEPTABLE SUBSTITUTION FOR ANY REQUIRED INSPECTION.****

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