



BUILDING PERMIT APPLICATION

Review fees must be paid and application documents must be legible and complete before any application will be considered.

PROJECT ADDRESS : _____
LEAVE BLANK IF ADDRESS IS UNKNOWN

LEGAL DESCRIPTION *(attach separate page if on meets and bounds)* _____

LOT(S) _____ **BLOCK** _____ **SUBDIVISION** _____

OWNER INFORMATION

NAME _____

ADDRESS _____

CITY _____ **STATE** ____ **ZIP** _____

PHONE _____ **OTHER PHONE** _____ **FAX** _____

E-MAIL _____

PERMIT INFORMATION

APPLICATION FOR *(EACH IMPROVEMENT REQUIRES A SEPARATE PERMIT)*

- NEW STRUCTURE OR IMPROVEMENT** *(Attach floor, site plans, other documents as required)*
- FOUNDATION ONLY** *(Elevation certification of finished floor required before proceeding).*
- ADDITION TO EXISTING STRUCTURE** *(Attach floor, site plans, other documents as required)*
- INTERIOR REMODEL** *(Attach floor plans, other documents as required)*
- EXTERIOR REMODEL** *(Attach floor, site plans, other documents as required)*
- FIRE RESTORATION** *(Attach floor plans, other documents as required)*
- DEMOLITION** *(Attach proof of utility clearances)*
- MOVING STRUCTURE ONTO EXISTING LOT** *(Attach site plan, other documents as required)*
- FENCE OR RETAINING WALL** *(Attach site plan, other documents as required)*
- STORM SHELTER** *(Attach site plan, other documents as required)*
- SWIMMING POOL** *(Attach site plan, other documents as required)*

TOTAL SQUARE FOOTAGE: _____ **ESTIMATED COST OF IMPROVEMENTS:\$** _____

HEIGHT _____ **DEPTH** _____ (SWIMMING POOLS/BASEMENTS/STORM SHELTERS)

CURRENT USE OF STRUCTURE _____

CURRENT USE OF LAND _____

PROPOSED USE OF STRUCTURE _____

PROPOSED USE OF LAND _____

GENERAL CONTRACTOR _____
ADDRESS _____
CITY _____ **STATE** _____ **ZIP** _____
PHONE _____ **OTHER PHONE** _____ **FAX** _____
E-MAIL _____

ELECTRICIAN _____
PHONE _____ **OTHER PHONE** _____ **FAX** _____

MECHANICAL CONSTRUCTOR _____
PHONE _____ **OTHER PHONE** _____ **FAX** _____

PLUMBER _____
PHONE _____ **OTHER PHONE** _____ **FAX** _____

DRIVEWAY/SIDEWALK INSTALLATION OR REPAIR APPLICATION
(DRIVEWAY/ SIDEWALK PERMIT REQUIRED ON NEW CONSTRUCTION)

_____ **DRIVEWAY APPROACH INSTALLATION** (ATTACH SITE PLAN, OTHER DOCUMENTS AS REQUIRED)

_____ **SIDEWALK INSTALLATION** (ATTACH SITE PLAN, OTHER DOCUMENTS AS REQUIRED)

WIDTH OF CURB CUT FOR DRIVEWAY (INCLUDING BOTH RADII) _____

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.

SIGNATURE _____

PRINTED NAME _____ **DATE** _____ / _____ / _____