



# RESIDENTIAL

## APPLICATION FOR PLAN EXAMINATION

Application Number \_\_\_\_\_

Date Approved \_\_\_\_\_ By \_\_\_\_\_

Construction Address \_\_\_\_\_ Zoning \_\_\_\_\_ County \_\_\_\_\_

Subdivision \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

**Permit Type**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Single Family Dwelling | <input type="checkbox"/> Duplex/Multi Dwelling | <input type="checkbox"/> Storm Shelter  |
| <input type="checkbox"/> Covered patio          | <input type="checkbox"/> Curb Cut              | <input type="checkbox"/> home <input type="checkbox"/> garage <input type="checkbox"/> backyard |
| <input type="checkbox"/> Fire Repair            | <input type="checkbox"/> Pergola               | <input type="checkbox"/> in ground <input type="checkbox"/> above ground                        |
| <input type="checkbox"/> Remodel                | <input type="checkbox"/> Other _____           |   |

**Meters**

For new construction, select size: **domestic** water meter size:  3/4"     1"

**Water Supply**

- BA     Rural     Private (well, cistern)

**Sewage Disposal**

- BA     Rural     Private

**Heating**

- Electric     Gas     Propane

**Requirements**

\$100.00 non-refundable plan review fee for new homes (\$4.50 State & City fees are non-refundable) (\$2.00 Data Retention Fee)  
 (3) 8 1/2" x 11" Site, plot or key plan showing location of building project

**Structure**

- Masonry     Wood Frame     Other \_\_\_\_\_  
 Number of bedrooms \_\_\_\_\_  
 Number of bathrooms \_\_\_\_\_ full \_\_\_\_\_ partial \_\_\_\_\_  
 Number of stories \_\_\_\_\_

**Total Square Footage**

Ground Floor (include garage) \_\_\_\_\_ Sq. Ft.  
 Total Sq. Ft. (include all floors) \_\_\_\_\_ Sq. Ft.  
 Covered Patio (exclude front entry) \_\_\_\_\_ Sq. Ft.

**Total Cost of Improvement** \$ \_\_\_\_\_

**Authorization**

*I hereby certify that the proposed work is authorized by the owner of record.*

Owner/Lessee \_\_\_\_\_ Phone # \_\_\_\_\_ Fax # \_\_\_\_\_  
 Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_  
 Cell Phone # \_\_\_\_\_ Email \_\_\_\_\_  
 Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

*I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws and jurisdiction.*

Applicant \_\_\_\_\_ Phone # \_\_\_\_\_ Fax # \_\_\_\_\_  
 Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_  
 Cell Phone # \_\_\_\_\_ Email \_\_\_\_\_  
 Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE CALL** \_\_\_\_\_ **WHEN PERMIT IS READY FOR PICK UP** Phone# \_\_\_\_\_

**Contractor Names-All contractors must be registered with the City of Broken Arrow**

General \_\_\_\_\_ Phone # \_\_\_\_\_  
 Electrical \_\_\_\_\_ Phone # \_\_\_\_\_  
 Mechanical \_\_\_\_\_ Phone # \_\_\_\_\_  
 Plumbing \_\_\_\_\_ Phone # \_\_\_\_\_  
 Roofer \_\_\_\_\_ Phone # \_\_\_\_\_

## PLOT PLAN SUBMITTAL CHECKLIST

For new buildings and additions you must submit a property survey or survey plat with dimensions of all structures and distances from structures to lot lines, utility easements (U/E), etc. For interior remodel a key plan must be submitted to show location within the building and pertinent information. Buildings shall be built to the 2009 International Residential Code. All setbacks are measured from the property line to the outside edge of the footing ditch. Per City Ordinance 2478, effective 08/2002, the edge of ditch is to be 6" behind the set back line.

### THE FOLLOWING INFORMATION MUST BE SHOWN ON YOUR PLOT PLAN

1. \_\_\_ Drawing to scale with north arrow
2. \_\_\_ Show any regulatory flood plains with elevations
3. \_\_\_ Call out building pad or finish floor elevations
4. \_\_\_ Property address shown
5. \_\_\_ Complete dimensions of property
6. \_\_\_ Dimensions from structures to all property lines
7. \_\_\_ Show all easements with dimensions
8. \_\_\_ Show all storm sewer and storm water inlets
9. \_\_\_ Show all fire hydrants, waterlines, services, meter can and manhole locations
10. \_\_\_ Identify sanitary sewer tap location dimensioned from side property lines
11. \_\_\_ Show location of property pins and radius pins on plan

### SITE PLAN EXAMPLE

