

# BUILDING PERMIT

918—485—8123  
 planning@wagonecounty.ok.gov

## WAGONER COUNTY PLANNING

### I. IDENTIFICATION

OWNER:			ADDRESS:	EMAIL:	PHONE:
BUILDER:			ADDRESS:	EMAIL:	PHONE:
ELECTRICAL SUBCONTRACTOR:		PHONE:	UPDATED COUNTY LICENSE Y N		
PLUMBING SUBCONTRACTOR:		PHONE:	UPDATED COUNTY LICENSE Y N		
MECHANICAL SUBCONTRACTOR:		PHONE:	UPDATED COUNTY LICENSE Y N		

### II. LOCATION OF PROJECT

STREET ADDRESS:		CITY:
PLAT OF RECORD:	LOT:	BLOCK:
DIRECTIONS TO PROPERTY (AS NEEDED):		

### III. TYPE OF BUILDING

A. TYPE OF IMPROVEMENT	B. OWNERSHIP:	PRIVATE	PUBLIC
NEW BUILDING	C. PROPOSED USE:		
ADDITION (SQUARE FOOTAGE _____)	SINGLE FAMILY	MULTI-FAMILY	HOTEL, MOTEL, INN
MANUFACTURED HOME	GARAGE/SHOP/BARN	AMUSEMENT/RECREATIONAL	
UTILITY ONLY	CHURCH	AGRICULTURAL	INDUSTRIAL MEDICAL
FOUNDATION ONLY	COMMERCIAL		
SWIMMING POOL	OTHER _____		

### D. DESCRIPTION OF WORK TO BE PERFORMED:

<i>OFFICIAL USE ONLY</i>		V. BUILDING INFORMATION
IV. ZONING	BACK YARD AREA*:	FLOOR AREA:
ZONING DISTRICT:	% BACK YARD AREA**:	STORIES: HEIGHT:
SPECIAL USE PERMIT: Y N	**FOR ACCESSORY STRUCTURES ONLY	EXTERIOR WALL MATERIAL:
LOT AREA: ACTUAL BUILDING SETBACK:	FRAMING TYPE (WOOD, MASONRY, POLE BARN, ETC):	
REQ. FRONT SETBACK: F/M CL:	ESTIMATED PROJECT COST:	
REQ. SIDE SETBACK:	WATER PROVIDER:	ELECTRIC PROVIDER:
REQ. REAR SETBACK:	SEWAGE DISPOSAL: SEPTIC AEROBIC	RWD/CITY

### VI:REQUIRED ATTACHMENTS:

A. SITE PLAN: (DISPLAY SETBACKS, PARCEL LOCATION, PROPOSED FACILITY LOCATION, EASEMENTS AS APPLICABLE)  
 B. FILED DEED C. ODEQ PERC TEST (SEPTIC)/DESIGN PLAN (AEROBIC) D. FLOODPLAIN PERMIT (IF APPLICABLE) E. ARCHITECT PLANS

### *OFFICIAL USE ONLY*

REQUIRED INSPECTIONS: SEE ATTACHED INSPECTION SHEET

### ADDITIONAL NOTES:

PERMIT FEE:	FLOODPLAIN: Y N	PERMIT RECEIVED: Y N
APPROVED BY:	DATE:	EXPIRATION:
PROPERTY OWNER SIGNATURE (COMPLETE AFTER REVIEW-FINAL STEP):		DATE:

\*BACKYARD AREA = AREA BEHIND HOME TO BACK PROPERTY LINE (NOT TO INCLUDE SIDE YARD AREAS)

# INSPECTION REQUIREMENTS

1. Inspections are scheduled on a next day basis. Call the Wagoner County Planning office, 918—485—8123, 8:00am—4:30pm, Monday—Friday, to schedule an inspection. HAVE YOU PERMIT NUMBER READY.
2. Place sign, clearly visible, with address & permit number, at roadside.
3. All property boundary requirements must be verified. If building is taking place inside of a platted subdivision, building line requirements can be found on final plat posted online at the Wagoner County Assessor Website.
4. All builders are required to adhere to the **OKR10 construction stormwater permit** if the disturbed area is greater than one acre, if the lot is part of a larger common plan of development or sale (platted neighborhood) that is greater than one acre. <https://www.deq.ok.gov/wp-content/uploads/water-division/Final-CGP-2017.pdf>
5. Erosion and sedimentation control measures must be in place prior to first inspection. All home sites will be surrounded by heavily vegetative grasses, or temporary erosion and sedimentation control measures (straw waddles, silt fencing, etc.). All stockpiles of soils or sand must be covered by a tarp. All garbage must be cleaned up at the end of every work day. All lots should have a construction entrance (stabilized with crushed rock and geotextiles) and public right-of-way protection from disturbed soils entering the stormwater systems. All concrete wash-out activities should take place on a leak-proof basin lined with plastic—no concrete washout should go onto bare ground or into creeks/storm systems. If sediment or soil does leave the site, all deposited sediment must be cleaned up at the end of each day (street sweeping for example).
6. All sites will have temporary culvert pipes in place at driveways prior to first inspection, if applicable.
7. Curb and Gutter Streets: NO CURB MOUNTING ALLOWED WITHOUT CURB PROTECTION. ALL DAMAGED CURBS WILL BE THE RESPONSIBILITY OF THE BUILDER AND MUST BE CORRECTED PRIOR TO FINAL INSPECTION AND ISSUANCE OF CERTIFICATE OF OCCUPANCY.
8. Abandoned or dilapidated structures at project sites will result in a code enforcement violation; no additional inspections will be completed on the building permit until compliance is obtained.
9. Footing requirements:
  - Single story: 18x18, reinforced with no. 5 rebar cage
  - All others: 18x24, reinforced with no. 5 rebar cage
8. Footing inspections take place after all rebar is in place and prior to concrete placement.
9. Pier inspections for pole barns will take place prior to concrete placement.
10. Manufactured home foundations must be inspected prior to concrete placement.
11. In-slab rough plumbing and gas must be pressure tested and inspected prior to slab pour and setting the meter (100 pounds of pressure on water lines & 5 foot pressure head on sewer lines)
12. Framing inspection takes place once roof is completed (2x12 headers required on exterior and interior walls).
13. Rafter ties, collar ties, and hurricane clips shall be not less than 2" by 4" and spaced not more than 4' on center. Metal straps at the garage door header needs to be connected at the top plates to hold down in high winds, up lift not less than 2" by 36" one on each side.
14. Gas meter- you must have eleven (11) pounds of pressure on the line using a pressure gauge. You need a valve and union immediately adjacent to the home, or if mobile home it must be outside the skirting.
15. Final driveway culvert, mailbox, and permanent erosion control must be in place prior to final inspection and issuance of certificate of occupancy. Final inspections and certificates of occupancy are required on all new construction projects.
16. Once building permit is issued, the applicant has one year to complete the project. If the project duration extends past one year, a re-application fee will be assessed.
17. Wagoner County has adopted a version of the Residential and International Building Code for all construction methods as specified by the Oklahoma Construction Industries Board.

# INSPECTION FORM

WAGONER COUNTY PLANNING

PHYSICAL STREET ADDRESS:

PERMIT #:

LOT:

BLOCK:

SUBDIVISION:

OWNER:

PHONE:

BUILDER:

PHONE:

APPLICABLE	INSPECTION TYPE	DATE OF INSPECTION	PASS (P)	NOTES
			FAIL (F)	
	EROSION/SEDIMENTATION CONTROL			
	TEMPORARY DRIVEWAY CULVERT			
	BUILDING LINE VERIFICATION			
	FOOTING/PIERS/RUNNERS			
	STEM WALL			
	IN-SLAB CONDUIT			
	ROUGH PLUMBING			
	FRAME			
	ROUGH ELECTRICAL (IN-FRAME)			
	PLUMBING/GAS PRESSURE TEST			
	PLUMBING TOP-OUT (IN-FRAME)			
	ROUGH MECHANICAL (IN-FRAME)			
	TBC			
	ELECTRICAL DITCH			
	GAS LINE—GAS DITCH			
	PERMANENT ELECTRICAL METER			
	PERMANENT GAS METER			
	FINAL PLUMBING			
	FINAL MECHANICAL			
	FINAL ELECTRIC			
	ISSUE CERTIFICATE OF OCCUPANCY			
	IN-GROUND POOL SHELL/DECK BOND			
	SOLAR PANELS			
	<i>WATER HEATER REPLACEMENT</i>			
	OMMA CERTIFICATE OF COMPLIANCE			
	PONDS—NON-AG ZONES ONLY			

INSPECTOR SIGNATURE:

# FEE SCHEDULE

## WAGONER COUNTY PLANNING

PERMIT/INSPECTION/FINE TYPE	REQUIRED DOCUMENTATION	\$\$
NEW BUILDING PERMIT—RESIDENTIAL	SEE BUILDING PERMIT	\$100 – LESS THAN 1000SF \$200 – 1000SF TO 2000SF \$300 – 2000SF TO 3000SF \$400 – 3000SF AND UP
NEW BUILDING PERMIT—COMMERICAL OR INDUSTRIAL	GEOSPATIAL SITE PLAN TO SCALE DRAINAGE PLAN CONSTRUCTION PLANS	\$500 OR \$0.25 PER SQUARE FOOT UP TO \$2500, <i>WHICHEVER IS GREATER</i>
NEW ADDITION PERMIT—RESIDENTIAL	ADDITION SQUARE FOOTAGE CONTRACTORS	\$50 – LESS THAN 500SF \$100 – 500SF TO 1000SF <i>GREATER THAN 1000SF USE NEW CONSTRUCTION FEE SCHEDULE</i>
SWIMMING POOL PERMIT	\$50	
POND PERMIT IN NON-AGRICULTURAL ZONES	DRAINAGE PLAN	\$200
FLOODPLAIN PERMIT	CONTACT FLOODPLAIN ADMINISTRATOR	\$100 – 2 OR FEWER LOTS \$250 – 3 TO 24 LOTS \$500 – 25+ LOTS
MOBILE HOME INSTALLATION PERMIT	SEE BUILDING PERMIT	\$100
UTILITY PERMIT	SEE UTILITY PERMIT	\$25
INSPECTIONS	REQUIRED WORK LIST FOUND ON INSPECTION FORM  *INSPECTION FEES ONLY APPLY IF ADDITIONAL INSPECTION TRIP IS REQUIRED  NOTE: INITIAL FEES PAID INCLUDE PERMIT FEE + REQUIRED INSPECTION FEES + STATE FEE. IF ADDITIONAL INSPECTIONS ARE REQUIRED (RE-INSPECTION OR ADDITIONAL TRIPS) THOSE FEES WILL BE ASSESSED PRIOR TO ISSUANCE OF CERTIFICATION OF COMPLIANCE  **OPTIONAL	\$40—EROSION/SEDIMENTATION CONTROL* \$40—TEMPORARY DRIVEWAY CULVERT* \$40—BUILDING LINE VERIFICATION* <b>\$40—FOOTING/PIERS/RUNNERS</b> \$40—IN-SLAB CONDUIT* <b>\$40—FRAME</b> <b>\$40—ROUGH TRADES</b> \$40—ROUGH ELECTRICAL (IN-FRAME)* \$40—ROUGH PLUMBING* \$40—PLUMBING/GAS PRESSURE TEST* \$40—ROUGH MECHANICAL (IN-FRAME)* \$40—TBC (TEMPORARY ELECTRICAL)* \$40—ELECTRICAL DITCH \$40—PERMANENT ELECTRICAL METER* \$40—PLUMBING TOP-OUT (IN-FRAME)* \$40—GAS LINE—GAS DITCH \$40—PERMANENT GAS METER* <b>\$40—FINAL/CERTIFICATE OF OCCUPANCY</b> \$40—FINAL PLUMBING* \$40—FINAL MECHANICAL* \$40—FINAL ELECTRIC* \$40—IN-GROUND POOL SHELL/DECK BOND \$40—SOLAR PANELS \$40—WATER HEATER REPLACEMENT** \$40—ROOF REPLACEMENT* \$25—OMMA CERTIFICATE OF COMPLIANCE REVIEW
CONTRACTOR AUTHORIZATION	LICENSE INFORMATION	\$100 ANNUALLY
STATE FEE	\$4	
INFRASTRUCTURE CONSTRUCTION PERMIT*** (SUBDIVISIONS OF LAND, PUBLICALLY DEDICATED TRANSPORTATION INFRASTRUCTURE, PUBLIC EASEMENTS, TRAILER PARK AND MOBILE HOME DEVELOPMENTS)	DRAINAGE REPORT CONSTRUCTION PLANS SWPPP GEOTECHNICAL RECOMMENDATION	\$500 – 2 OR FEWER LOTS \$1000 – 3 TO 25 LOTS \$2000 – 25 TO 100 LOTS \$3000 – 100 LOTS AND UP
RE-INSPECTION FINE	\$50 – FIRST OFFENSE; \$100 – SUBSEQUENT OFFENSES	
NO PERMIT FINE	\$250	
RE-PERMITTING FEE (EXPIRED PERMITS)	\$100	
RE-ZONING APPLICATION	SEE APPLICABLE ZONING CODE	\$50
VARIANCE/APPEAL REQUESTS (BoA)		\$50
SUBDIVISION APPLICATION FOR PLAT WAIVER (REQUIRES PC REVIEW)	GEOSPATIAL SITE PLAN TO SCALE	GEOSPATIAL SITE PLAN TO SCALE
PRELIMINARY PLAT	SEE SUBDIVISION REGULATIONS	\$250
FINAL PLAT	SEE SUBDIVISION REGULATIONS	\$250

EXAMPLE: NEW HOME 1500SF = PERMIT + INSPECTIONS + STATE FEE = \$200 + \$180 + \$4

\*\*\*ONLY APPLICABLE IF PLATTING IS REQUIRED