



City of Nowata
114 S. Maple
Nowata, OK 74048
Phone:918-273-3538

Building Construction Permit Application

Type or Permits

<input type="checkbox"/> Residential New	<input type="checkbox"/> Commercial New	<input type="checkbox"/> Industrial New	<input type="checkbox"/> Sign New	<input type="checkbox"/> Solar New	<input type="checkbox"/> Fence New
<input type="checkbox"/> Remodel	<input type="checkbox"/> Remodel	<input type="checkbox"/> Remodel		<input type="checkbox"/> Addition	<input type="checkbox"/> Replacement
<input type="checkbox"/> Addition	<input type="checkbox"/> Addition	<input type="checkbox"/> Addition		<input type="checkbox"/> Replace	<input type="checkbox"/> Addition
<input type="checkbox"/> Accessory Bld	<input type="checkbox"/> Accessory Bld				

Applicant Name _____ Business Name,(if applicable) _____

Address _____ City _____ State _____ Zip _____

Phone Number _____ Email Address _____

Owner's Name(if different than applicant) _____ Phone Number _____ Email Address _____

ITEMS THAT MUST BE INCLUDED WITH COMPLETED APPLICATION: SITE PLAN SHOWING NEW PROJECT ALONG WITH EXISTING STRUCTURES AND PROPERTY SETBACK REQUIREMENTS, BUILDING PLANS TO INCLUDE FOOTING DESIGN AND FLOOR PLAN WITH DIMENSIONS AND BUILDING MATERIALS TO BE USED, AND PROOF OF INSURANCE FOR CONTRACTORS.

Estimated Cost of Project _____ Approximate Square Footage _____

Contractor Name _____ Business Name,(if applicable) _____

Insurance Company _____ Phone Number _____

Sub-Contactor Information:

Electrical _____
Name _____ Phone Number _____ CIB # _____

Plumbing _____
Name _____ Phone Number _____ CIB # _____

Mechanical/HVAC _____
Name _____ Phone Number _____ CIB # _____

CITY OF NOWATA APPLICATION FOR BUILDING PERMIT
PLOT PLAN

Notes:

Zoning	Front Yard Set Back	Side Yard Set Back	Rear Yard Set Back
A-1	50 ft.	30 ft.	50 ft.
R-1	25 ft.	10 ft.	10 ft.
R-1A	25 ft.	5 ft.	20 ft. (single family)
R-1B	25 ft.	5 ft.	20 ft. (single family)
R-2	15 ft.	5ft. 1" story 3 ft. for each additional story	20 ft. (single family)
C-1	20 ft.	10 ft.	20 ft.
C-2	None	None	None

Alley setbacks are 5 feet from the alley right-of-way

Privacy fences should be build only to the front of buildings and not in the front yards.

No Setbacks for Commercial buildings.

Addition: _____ Block: _____ Lot: _____

OR

Parcel ID: _____

NORTH PROPERTY LINE

Street Name: _____

Please allow at least 2-5 business days for administrative review for residential. Commercial Applications please allow 5-10 business days. A City representative will then contact you by phone or email.



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Building, Electrical, Plumbing, and Mechanical Permit Information Sheet

Building:

A Building Permit is required for construction costing \$500.00 or more. The \$500.00 or more. The Building Permit covers the initial plumbing and electrical permit fees.

A demolition Permit Fee - Liability Insurance is required for demolition.

Electrical:

An Electrical permit requires that the Electrician MUST comply with the laws of the State of Oklahoma and the Ordinances established by the City of Nowata. If the owner installs the electric, then a waiver must be signed. (Residential only)

Plumbing:

Plumbers must be licensed by the State of Oklahoma *and the City of Nowata*. Inspections are required for both rough in and final work prior to hooking up to City utilities.

HVAC:

Contractors must be licensed by the State of Oklahoma and the City of Nowata.

Tie-Down:

All tie downs shall meet all minimum Federal, State and City safety regulations and **must be Inspected and approved before skirting is applied.**

Grease Traps:

All grease traps must be installed according to the IPC. Traps installed under sinks must be designed for the flow rate of the water entering City pipes from the sink. If the City must rod sewer lines and find grease from that business, they will be issued a warning for violation of City Codes. The second time, the business will be fined and DEQ will be contacted.

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MANUFACTURED HOMES PLUMBING, ELECTRICAL AND HVAC PERMITS AND REQUIREMENTS

REQUIRED:

- Inspection on sewer line and connections before covering.
- Inspection on water line before covering.
- Inspection on electric hook up.
- Inspection on tie downs.
- Inspection on gas lines as required.

Permits can only be issued to licensed State and City registered tradesman for each trade.

*Exception: Homeowner can receive a permit only if they are doing the work themselves. All work must meet code requirements and must be inspected.

Homeowners doing their own work must familiarize themselves with those requirements and sign a waiver with the City of Nowata.

SEWER PIPE AND WATER LINE MUST BE SCHEDULE 40 OR BETTER. MUST BE INSPECTED PRIOR TO COVERING.

WATER LINE MUST BE AT LEAST 18 " DEEP AND HAVE AN ACCESSIBLE WHOLE HOUSE SHUTOFF VALVE.

SEWER LINE MUST HAVE AN EXPOSED AND READILY ACCESSIBLE TWO-WAY CLEANOUT.

Please Read the Following

- 1 I(We), the undersigned, hereby make application to the City of Nowata, For a permit to erect, remodel, repair, or add to the building, structure or facility described in the plans and specifications herewith presented; subject to all provisions of city ordinances governing and pertaining to this requested use, whether specified or not. The information which follows and the accompanying plans and specifications with the representations therein contained, are made a part of this application, in reliance upon which the City of Nowata is requested to issue a building permit.

- 2 Site plan, foundation, elevation, and typical section plan, showing all wiring, plumbing, air conditioning, and construction details and dimensions are required. The granting of this permit does not grant any right of privilege to: erect any building, structure, or any portion thereof, upon any street, alley, or public place or portion thereof, or use any structure or portion that is or may be prohibited by ordinance of the City of Nowata.

- 3 I (We), hereby certify that no part of this work had been started, and I(We), assume full responsibility for compliance with all city building, plumbing, electric, sanitary, and construction requirements. It is understood and agreed by this applicant that any error, misstatement or misrepresentation of material fact, of expression of material fact, either with or without intention on the part of the applicant, such as might, or would, operate to cause a refusal of this application, of any material alteration or change in the accompanying plans, specifications, or structure made subsequent to the issuance of a permit in accordance with this application, without the approval of the City of Nowata, shall constitute sufficient grounds for the revocation of such permit.

- 4 I hereby affirm that I have read the above. I am familiar with all applicable codes and standards and will comply with all provisions as set forth by the City of Nowata.

Date _____ Signature of Applicant _____

Submit Application- The permit application requires information about your construction permit, the address of construction must be provided, unless it is a new structure, along with the legal description for the property, the owners name, the contractors name, the architects name if applicable. The square footage of the new structure, including porches, patios, and garages must also be provided. Please submit two sets of plans (one digital and one physical), including a site plan, and any other documentation of the proposed work for review. To obtain an application Please visit the Nowata City Hall Located at 114 South Maple Nowata or down load a copy from the city website.

Review Process- During this process your application may be routed to different departments for their approvals. The normal review time for residential projects is two to five business days. For commercial projects the normal review time is five to ten business days. Permits for roofs, siding and fence replacement can be issued at the time of application.

Issuing Permit- Once the permit has been approved by all necessary departments the permit is ready to be issued. The building permit is a document granting you legal permission to start your project, Upon approval of a building permit a permit fee will be collected. The permit fee is issued to defray the cost of the application process, and review and inspection site. Changes will require a review and approval by building official.

Required Inspections:

General Contractor	Plumbing Contractor	Mechanical Contractor	Electrical Contractor
Footings	Underground Rough-in	Rough-in	Pole
Slab	Water Service	Mechanical Final	Rough-in
Framing	Sewer Service		Service
Driveway Approach	Gas Inspection		Electrical Final
Building Final	Rough-in		
	Plumbing Final		

All rough-ins must be inspected and approved before framing inspection is called in. Rough work in ceilings, walls, and floors shall not be covered until the inspection has been approved.

All finals must be inspected and approved before the building final is requested.

The Certificate of Occupancy for **businesses** can be requested **after** the building final has been approved. All fixtures, furniture and accessories must be in place and ready to open for business when this inspection is requested.

The Certificate of Occupancy of **residential** can be requested after the final has been approved. You must have your house numbers displayed at the time this inspection is requested.

FOR CITY USE ONLY

Date Received: _____

Property is Zoned as: _____

Notes: _____

		Permit Cost:	\$ _____
Electrical Rough-in	<u>Included</u>	Cost of Inspection	\$ _____
Electrical Final	_____	Cost of Inspection	\$ _____
Plumbing Rough-in	<u>Included</u>	Cost of Inspection	\$ _____
Plumbing Final	_____	Cost of Inspection	\$ _____
HVAC:	_____	Cost of Inspection	\$ _____
Gas Line Pressure Test:	_____	Cost of Inspection	\$ _____
Tie-Down :	_____	Cost of Inspection	\$ _____
		Total Costs:	\$ _____

Reviewed By: _____

Approved: _____ Denied _____ Date: _____

If Approved, permit No. Issued: _____

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