



## BUILDING PERMIT APPLICATION

Q Commercial

Q Demolition

Q Residential

### SUBMITTAL INFORMATION

- ▶ Completed Application Signed by Property Owner of Record
- ▶ Legal Description and Proof of Ownership of Property
- ▶ Construction Plans & Specification or Narrative Description of Building (2) copies
- ▶ Site Plan, with dimensions - showing Property Lines, Streets, and Location of Structure on Property
- ▶ Appropriate Fees
- ▶ **All Projects Shall Commence Within 18 Months From Receipt of Building Permit or All Fees will be Forfeited.**

### APPLICANT/OWNER INFORMATION

Applicant/Company:	Contact:
Address:	City/State/Zip:
Phone:	Email:

### PROJECT INFORMATION

Attach two (2) copies & one digital copy of the "Legal Description" by metes and bounds. First recorded Deed is required if: (a) Unplatted Tract of 5 Acres and or, (b) less than a Split Lot.

STREET NUMBER	DIRECTION	STREET NAME
LOT/TOWNSHIP	BLOCK/RANGE	SUBDIVISION NAME/SECTION NUMBER
COUNTY	PUBLIC	PRIVATE

### CONTRACTOR INFORMATION

NAME OF CONTRACTOR/BUILDER	E-MAIL	
STREET ADDRESS	TELEPHONE	
CITY	STATE	ZIP

### PERMIT INFORMATION

Building activity is prohibited on Site until a Written Permit from the Town of Arcadia has been issued

- ▶ The following specialty activities must be performed by Licensed Professionals and requires a Town of Arcadia Permit prior to work commencing: **Electrical, Plumbing, Heat & Air Conditioning**. The "Job Permit" to be requested by the Contractor
- ▶ Periodic Inspections will be performed during the Construction Process
- ▶ Owner or Builder is responsible for requesting inspections. Additional work is prohibited until the "Inspection(s)" occur and a "Notice to Proceed" Issued by the Town of Arcadia



REASON FOR DENIAL: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify that the statements in this application and the attachments hereto are true and correct to the best of my knowledge and belief, and that all construction work under this proposed permit will conform to the attached plans, specifications and drawings and to the present revised Ordinances of the Town of Arcadia. I further certify that all electrical, plumbing, heat & air, shall be performed by Contractors licensed by the State of Oklahoma.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Contractor/Builder

Printed Name of Contractor/Builder: \_\_\_\_\_:

**PERMIT FEES**

**Residential Rate - \$.15/sq.ft**

**Commercial Rate - \$.30/sq.ft**

**Demolition Rate - \$100.00**

Application Fee	\$ <u>30.00</u>
Square Feet x Rate	\$ _____
Engineering Fee (run off & erosion)	\$ <u>1,500.00</u>
<b>Total Permit Fee (due upon receipt of application)</b>	<b>\$ _____</b>

**IMPACT FEES**

See Attached Utility List

Water Meter Fees:

- a. 5/8" Installed \$670 x \_\_\_\_\_ = \$ \_\_\_\_\_
- b. 1" Installed \$770 x \_\_\_\_\_ = \$ \_\_\_\_\_
- c. 2" Installed \$1,545 x \_\_\_\_\_ = \$ \_\_\_\_\_

Single Long Service \$3,410 x \_\_\_\_\_ \$ \_\_\_\_\_

Single Short Service \$1,980 x \_\_\_\_\_ \$ \_\_\_\_\_

Sewer Capacity (Flat) Fee \$715 x \_\_\_\_\_ Sewer Tap Fee \$100 x \_\_\_\_\_ \$ \_\_\_\_\_

**Total Permit Fees** \$ \_\_\_\_\_

**Total Impact (Water/Sewer) Fees** \$ \_\_\_\_\_

**GRAND TOTAL DUE** \$ \_\_\_\_\_

Amount due at time of Application is (**Total Permit Fees**) \$ \_\_\_\_\_

Amount due at time Permit is approved is the balance of (**Total Impact Fees**) \$ \_\_\_\_\_

For Official Use Only

Permit # \_\_\_\_\_

Issued By \_\_\_\_\_

Date \_\_\_\_\_