

# COMMERCIAL BUILDING PERMIT APPLICATION

SITE PLAN # \_\_\_\_\_ (FOR ALL NEW CONSTRUCTION)

## APPLICANT INFORMATION

APPLICANT:	CONTACT:
ADDRESS:	CITY/ST/ZIP:
PHONE:	EMAIL:
PLANS BY:	CONTACT:
ADDRESS:	PHONE:

## PROJECT INFORMATION

### TYPE OF PROJECT (CHECK ONE):

NEW CONSTRUCTION OR SHELL  WHITE BOX  TENANT FINISH, ALTERATION OR REMODEL W/ INTERIOR ELEMENTS  TENANT FINISH, ALTERATION OR REMODEL W/ EXTERIOR ELEMENTS

### LOCATION & SCOPE OF WORK

PROJECT NAME: \_\_\_\_\_

PROJECT ADDRESS:			PROJECT COST: \$ _____		
TYPE OF CONSTRUCTION:	SQUARE FOOTAGE:	EXISTING SQ. FT:	OCCUPANCY TYPE:	OCCUPANT LOAD:	NO. RESTROOMS:
SCOPE OF WORK: (PLEASE BE SPECIFIC)					

### ADDITIONAL INFORMATION

FOOD, BEVERAGE OR CBD?  YES  NO  
 FIRE SPRINKLER SYSTEM?  YES  NO  EXISTING  
 FIRE ALARM SYSTEM?  YES  NO  EXISTING  
 MEDICAL MARIJUANA?  YES  NO  
 STORM SHELTER/SAFE ROOM?  YES  NO  
 IF YES - SUBMIT A SEPARATE STORM SHELTER APPLICATION

### TENANT & UTILITY INFORMATION

NO. TENANT SPACES: \_\_\_\_\_ EACH TENANT SPACES REQUIRES A SEPARATE APPLICATION  
 TYPE OF WATER METER:  NEW  EXISTING  N/A NO. OF METERS: \_\_\_\_\_  
 SIZE OF WATER METER:  5/8"  1"  1 1/2"  2"  N/A  
 SIZE OF IRRIGATION METER:  5/8"  1"  1 1/2"  2"  N/A  
 ELECTRIC SERVICE:  NEW  EXISTING  UPGRADE  
 NEW/UPGRADE - COMPLETE ELECTRICAL LOAD DATA FORM ON REVERSE SIDE

### SUBMITTAL INFORMATION

- COMMERCIAL PERMIT APPLICATIONS REQUIRE 2 FULL SETS OF PLANS AND 1 FULL PDF SET
- FOOD, BEVERAGE, CBD OR MEDICAL MARIJUANA REQUIRING HEALTH DEPARTMENT APPROVAL. REQUIRE 3 FULL SETS AND 1 PDF SET  
HEALTH DEPARTMENT REQUIRES A SEPARATE APPLICATION PROCESS AND FEES - FOR MORE INFORMATION, PLEASE CONTACT OKC COUNTY HEALTH DEPARTMENT AT (405)427-8651
- TO PROCESS YOUR PERMIT APPLICATION IN A TIMELY MANNER, IT IS ESSENTIAL TO PROVIDE COMPLETE AND ACCURATE INFORMATION.
- MEDICAL MARIJUANA FACILITIES REQUIRE AN SEPARATE ACKNOWLEDGEMENT TO BE SUBMITTED AT THE TIME OF APPLICATION
- ALL DOCUMENTS INDICATED MUST BE SUBMITTED FOR AN APPLICATION TO BE ACCEPTED AND SUBSEQUENTLY REVIEWED. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

### DOCUMENT REQUIREMENTS

- SITE PLAN - TO INCLUDE:**  
LOCATION AND DIMENSION OF ALL PROPERTY LINES, RIGHT-OF-WAY LINES, PUBLIC AND PRIVATE EASEMENTS, ALL TENANT SPACES WITHIN THE BUILDING
- ARCHITECTURAL FLOOR PLAN - SHOW & LABEL**  
ALL ROOMS, DOOR SWINGS, WINDOWS, EXISTING, PROPOSED AND DEMO'D WALLS, ACCESSIBLE FEATURES, RAMPS, FIXTURES, RESTROOMS, SEATING AND EQUIPMENT LAYOUT
- TRADES**  
ELECTRICAL, MECHANICAL AND PLUMBING
- SCOPE OF WORK**  
WRITTEN DESCRIPTION OF PROPOSED WORK
- ELEVATIONS & STRUCTURAL**  
ELECTRICAL LOAD DATA SHEET (IF APPLICABLE)
- LANDSCAPE PLAN**  
SIGNED DEQ FORM 641-5B1SP (IF APPLICABLE)

### PLAN REVIEW CHECKLISTS

	SITE PLAN	FLOOR PLAN	ELEVATION	STRUCTURAL	MED MARIJUANA	LANDSCAPE	SCOPE OF WORK	ELECTRIC FORM	DEQ FORM
NEW CONSTRUCTION OR SHELL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WHITE BOX, TENANT FINISH, ALTERATION OR REMODEL W/ <u>INTERIOR</u> ELEMENTS	<input type="checkbox"/>	<input type="checkbox"/>	N/A	N/A	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A
TENANT FINISH, ALTERATION OR REMODEL W/ <u>EXTERIOR</u> ELEMENTS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BUILDING(S) CANNOT BE OCCUPIED WITHOUT A CERTIFICATE OF OCCUPANCY ISSUED BY THE BUILDING & FIRE CODE SERVICES DEPARTMENT.  
 BY SIGNING THIS FORM, YOU ACKNOWLEDGE THE BUILDING PLANS SUBMITTED COMPLY WITH ALL REQUIREMENTS, APPLICABLE CODES, AMENDMENTS AND ORDINANCES SET FORTH BY THE EDMOND CITY COUNCIL.

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

# ELECTRICAL LOAD DATA SHEET

## APPLICANT INFORMATION

APPLICANT:	CONTACT:
ADDRESS:	CITY/ST/ZIP:
PHONE:	EMAIL:

## PROJECT INFORMATION

TYPE OF OCCUPANCY (CHECK ONE):

RESIDENTIAL                     
  COMMERCIAL                     
  INDUSTRIAL

NAME & LOCATION

PROJECT NAME:

PROJECT ADDRESS:

TYPE OF SERVICE:

NEW                                     
  UPGRADE (CHANGE IN VOLTAGE/AMPACITY)                     
  EXISTING (SKIP TO "MY ELECTRICAL CONTRACTOR IS")

VOLTAGE DESIRED

120 - 240 VOLT, SINGLE PHASE   
  120 - 240 VOLT, THREE PHASE   
  120 - 208 VOLT, THREE PHASE   
  277 - 480 VOLT, THREE PHASE   
  OTHER: \_\_\_\_\_

## LOAD INFORMATION

LIGHTING

TOTAL CONNECTED KW: \_\_\_\_\_ TYPE: \_\_\_\_\_

AIR CONDITIONING

TOTAL CONNECTED HP: \_\_\_\_\_ NUMBER OF A/C UNITS: \_\_\_\_\_

SINGLE PHASE HP: \_\_\_\_\_                     
  THREE PHASE HP: \_\_\_\_\_                     
  LARGEST MOTOR SIZE HP: \_\_\_\_\_

OTHER LOADS

ADDITIONAL MOTORS HP: \_\_\_\_\_ HEATING IN KW: \_\_\_\_\_

ADDITIONAL INFORMATION

TOTAL AMPACITY OF MAIN SERVICE DISCONNECTS: \_\_\_\_\_ ESTIMATED DATE FINAL SERVICE IS NEEDED: \_\_\_\_\_

## MY ELECTRICAL CONTRACTOR IS:

COMPANY NAME:	POINT OF CONTACT:
ADDRESS:	CITY/ST/ZIP:
PHONE:	EMAIL:

## NOTE:

THE INTERNAL ELECTRICAL SERVICE CONNECTION FEES FOR THIS PROJECT WILL BE BASED ON THE INFORMATION FURNISHED BY THE APPLICANT ON THIS REQUEST AND THE INFORMATION FURNISHED IN THE CONSTRUCTION PLAN DOCUMENTS.

METER LOCATION AND PAD MOUNT TRANSFORMER LOCATIONS WILL BE DETERMINED BY THE ELECTRIC UTILITY DEPARTMENT.

ALL MOTORS LARGER THAN 25 HP MUST BE APPROVED BY THE ELECTRIC UTILITY DEPARTMENT BEFORE ANY COMMITMENT WILL BE MADE TO SERVE POWER.

THE APPLICANT IS RESPONSIBLE FOR NOTIFYING THE ELECTRIC UTILITY DEPARTMENT AT THE EARLIEST POSSIBLE TIME CONCERNING ANY CHANGES IN CONSTRUCTION PLANS OR ELECTRIC POWER NEEDS.

# TOWN OF CASHION

## COMMERCIAL BUILDING PERMIT FEE SCHEDULE

### COMMERCIAL

#### GROUP A (ASSEMBLY)

Square Footage (0-2500)

		Permit/Inspection Fee
<input type="checkbox"/>	Building Permit	\$125
<input type="checkbox"/>	Plan Review	\$525
<input type="checkbox"/>	Code Inspection Fee	\$1,550

Square Footage (2501-4500)

<input type="checkbox"/>	Building Permit	\$225
<input type="checkbox"/>	Plan Review	\$1,125
<input type="checkbox"/>	Code Inspection Fee	\$1,800

Square Footage (4501-10,000)

<input type="checkbox"/>	Building Permit	\$325
<input type="checkbox"/>	Plan Review	\$1,125
<input type="checkbox"/>	Code Inspection Fee	\$2,050

Square Footage (10,001-50,000)

<input type="checkbox"/>	Building Permit	\$425
<input type="checkbox"/>	Plan Review	\$1,125
<input type="checkbox"/>	Code Inspection Fee	\$3,250

#### GROUP I-2 & I-3 (INSTITUTION HEALTH CARE OR DETENTION)

Square Footage (0-2000)

<input type="checkbox"/>	Building Permit	\$125
<input type="checkbox"/>	Plan Review	\$525
<input type="checkbox"/>	Code Inspection Fee	\$1,550

Square Footage (2001-5000)

<input type="checkbox"/>	Building Permit	\$225
<input type="checkbox"/>	Plan Review	\$1,125
<input type="checkbox"/>	Code Inspection Fee	\$1,800

Square Footage (5001-10,000)

<input type="checkbox"/>	Building Permit	\$325
<input type="checkbox"/>	Plan Review	\$1,125
<input type="checkbox"/>	Code Inspection Fee	\$2,250

Square Footage (10,001-20,000)

<input type="checkbox"/>	Building Permit	\$425
<input type="checkbox"/>	Plan Review	\$1,125
<input type="checkbox"/>	Code Inspection Fee	\$4,550

#### GROUP M & B (MERCANTILE AND BUSINESS)

Square Footage (0-3000)

<input type="checkbox"/>	Building Permit	\$125
<input type="checkbox"/>	Plan Review	\$525
<input type="checkbox"/>	Code Inspection Fee	\$1,150

Square Footage (3001-10,000)

<input type="checkbox"/>	Building Permit	\$225
<input type="checkbox"/>	Plan Review	\$1,125
<input type="checkbox"/>	Code Inspection Fee	\$2,550

Square Footage (10001-30,000)

<input type="checkbox"/>	Building Permit	\$325
<input type="checkbox"/>	Plan Review	\$1,125
<input type="checkbox"/>	Code Inspection Fee	\$3,250

Square Footage (30,001-80,000)

<input type="checkbox"/>	Building Permit	\$425
<input type="checkbox"/>	Plan Review	\$1,125
<input type="checkbox"/>	Code Inspection Fee	\$5,650

#### GROUP F-1, F-1, S-1, S-2, U (INDUSTRIAL & STORAGE)

Square Footage (0-100000)

<input type="checkbox"/>	Building Permit	\$225
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## TOWN OF CASHION

<input type="checkbox"/>	Plan Review	\$1,125
<input type="checkbox"/>	Code Inspection Fee	800+0.01/sq ft

### GROUP H-1, H-2, H-3, H-4, H-5 (HIGH HAZARD)

Square Footage (0-10000)

<input type="checkbox"/>	Building Permit	\$525
<input type="checkbox"/>	Plan Review	\$1,125
<input type="checkbox"/>	Code Inspection Fee	1550+0.01/sq ft

### GROUP R-1, R-2, R-3, R-4, I-1 (HOTELS, DORMS, APARTMENTS, LODGING, ROOMING)

Square Footage (0-2500)

<input type="checkbox"/>	Building Permit	\$525
<input type="checkbox"/>	Plan Review	\$1,125
<input type="checkbox"/>	Code Inspection Fee	\$2,050

Square Footage (2501-10,000)

<input type="checkbox"/>	Building Permit	\$225
<input type="checkbox"/>	Plan Review	\$1,125
<input type="checkbox"/>	Code Inspection Fee	\$2,550

Square Footage (10001-30,000)

<input type="checkbox"/>	Building Permit	\$325
<input type="checkbox"/>	Plan Review	\$1,125
<input type="checkbox"/>	Code Inspection Fee	\$5,250

Square Footage (30,001-50,000)

<input type="checkbox"/>	Building Permit	\$425
<input type="checkbox"/>	Plan Review	\$1,125
<input type="checkbox"/>	Code Inspection Fee	\$12,550

### MISCELLANEOUS

<input type="checkbox"/>	Others: i.e. change outs, line extensions, miscellaneous wiring,	\$150
<input type="checkbox"/>	1st Re-inspections required for defective or incomplete work	\$50
<input type="checkbox"/>	2nd and subsequent re-inspection	\$100
<input type="checkbox"/>	Driveway	\$175
<input type="checkbox"/>	Consultations	\$50
<input type="checkbox"/>	Solar panel (permit \$100; 2 inspections \$250)	\$350

### RENOVATION AND REMODEL FEE SCHEDULE

<input type="checkbox"/>	Permit Fee 0-500 square feet	\$50
<input type="checkbox"/>	Permit Fee 501-1000 square feet	\$100
<input type="checkbox"/>	Permit Fee 1001-50000	\$150
<input type="checkbox"/>	Plan Review 0-500 square feet	\$125
<input type="checkbox"/>	Plan Review 0-1000 square feet	\$125
<input type="checkbox"/>	Plan Review 1001-4000 square feet	\$500
<input type="checkbox"/>	Plan Review 4001-9000 square feet	\$1,000
<input type="checkbox"/>	Plan Review 9001-19000 square feet	\$1,100
<input type="checkbox"/>	Plan Review 19001-29000 square feet	\$1,100
<input type="checkbox"/>	Plan Review 29001-50000 square feet	\$1,100

### CODE INSPECTIONS: ROUGH/FINAL

<input type="checkbox"/>	.10 per square foot or minimum of \$250 whichever is greater
<input type="checkbox"/>	.08 per square foot or minimum of \$250 whichever is greater
<input type="checkbox"/>	.06 per square foot or minimum of \$250 whichever is greater
<input type="checkbox"/>	.05 per square foot or minimum of \$250 whichever is greater
<input type="checkbox"/>	.03 per square foot or minimum of \$250 whichever is greater

### SQUARE FEET

<input type="checkbox"/>	0-2500
<input type="checkbox"/>	2501-4500
<input type="checkbox"/>	4501-10,000
<input type="checkbox"/>	10,001-19,000
<input type="checkbox"/>	19,001-50,000