



Residential Remodel Construction Submittal Requirements

When submitting, you will need the following information:

1. Building Address
2. Owner and Applicant Information Contact Persons and Phone/email.
3. Legal Description
4. Type of Permit (Remodel)
5. Specific Proposed and Existing Uses
6. Estimated Cost and Square Feet
7. Height and Stories of Building
8. Scope of Work

Plan Requirements

Please upload a single combined multipage PDF vector file with sheet references as bookmarks that contains:

Site Plan is required, if exterior work is being done, showing property lines, easements, driveway and location of structures or a key plan, showing the location of the remodel, if no exterior work is being done.

1. Floor Plan:

- A. Show all existing and proposed walls, door swings and windows and their sizes.
- B. Label use of all rooms, show all plumbing fixtures and provide stair details (if applicable)

2. Wall Sections: Show wall section details that include composition of walls and any fire walls or fire rated assemblies and exterior and interior finish materials

3. If exterior work, elevation drawings shall depict accurate material/appearance of the structure.

4. Framing Plans: Structural plans showing the essential building framework and the methods of connection of structural framing members.

*** NOTE *** Buildings that involve spans of structural members in excess of 30 ft may be required to be designed by an Architect or Engineer licensed in the State of Oklahoma.

Submittal Fees