



**The City of
OKLAHOMA CITY**
DEVELOPMENT SERVICES
DEPARTMENT
Development Center

Commercial Storm Shelter 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 Shelter (Interior or exterior)
5. Specific Proposed Use (private or community)
6. Estimated Cost and Square Feet

Plan Requirements (ICC 500 design criteria required)

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

1. Floor Plan: (if interior)
 - 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)
 - C. Show accessible features (handicap requirements) including ramps and restrooms.
 - D. Show seating and/or equipment arrangements if applicable.
2. Site Plan: (**If Exterior**) (North arrow required)
 - A. Location and dimension, in feet, of all property lines, right-of-way lines, and public and private easements
 - B. Location and dimension, in feet, of all structures, drives, parking (including handicap provisions), landscaping, screening and lighting (both existing and proposed).
3. Footing and Foundation Plan with details
4. 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
5. Exterior Elevations: Drawings shall depict accurate material/appearance of the structure.
6. Framing Plans: Structural plans showing the essential building framework and the methods of connection of structural framing members:

Submittal Fees