

City of Harrah



One & Two Family

Residential Building

Permit & Procedures



City of Harrah

PO BOX 636 * 19625 NE 23rd * Harrah, OK 73045 * 405-454-2951 * 405-454-2130

Application for Residential Building Permit

Date: _____ Total Sq. Ft. _____ Permit Fee: \$ _____ Permit# _____
(to be filled out by City of Harrah)

1. A completed application must be turned into the city for processing, incomplete applications will be returned to the applicant.
2. Two complete sets of building plans including footing, framing, and roofing.
3. Site plan, one drawing of the location of the proposed building site including all setbacks (from all four sides), also include curb cuts and driveways.
4. Drainage plans for the grading of the lot of the building site location.
5. Percolation test from DEQ if on septic system.

Estimated Building Cost: \$ _____

Name: _____ **Phone No.** _____

Address: _____ **City:** _____ **Zip:** _____

Building Site Address: _____

Home Owner Association (HOA): Yes _____ No _____

HOA president: _____ (print)

Type of Improvement: (check one) New Construction _____ Add-On _____ Remodel _____ Mobile Home _____
Move-in _____ Other _____

Building Characteristics (New Buildings or Additions Only)

Type of Exterior: (check one) Brick _____ Rock _____ Wood _____ Siding- Metal _____ Vinyl _____

Dimensions: No. of Stories _____ No. of Bedrooms _____ No. of Bathrooms _____

Total No. of rooms _____



City of Harrah

PO BOX 636 * 19625 NE 23rd * Harrah, OK 73045 * 405-454-2951 * 405-454-2130

Type of moisture barrier to be installed: _____

Total sq. ft. of improvement _____

Total sq. ft. of the garage _____

Total sq. ft. covered patio _____

Other under roof _____

Type of foundation or footing _____

(note must have steel in footing and stem wall and grounding rod for electrical panel)

Sewer System (check one) City Sewer

Private System

Water System (check one) City Water

Private Well

No. of buildings on the property _____

Use of the Buildings _____

All Skilled Laborers need to be licensed through City of Harrah prior commencement of work

Building Contractor _____

Plumbing Contractor _____

Address: _____

Address: _____

Phone No. _____

Phone No. _____

Electrical Contractor _____

Mechanical Contractor _____

Address: _____

Address: _____

Phone no. _____

Phone No. _____

NOTE: All construction must conform to the international buildings and the City of Harrah codes. I hereby certify, and acknowledge that I have read and agree to all of the conditions herein stated and specified. Please Initial _____

I further certify that the statements in this application are true and correct to the best of my knowledge and belief and that all construction work under this permit will comply and conform to the attached plans, specifications and drawings. I further agree to comply with all applicable city ordinances and building codes of the City of Harrah. Any misrepresentation of these statements will void this permit.

Applicant Name: _____ Applicant Signature: _____

Address: _____ Phone No. _____
Street City Zip

Approved

Disapproved

Building Official Signature: _____ Date: _____



City of Harrah

PO BOX 636 * 19625 NE 23rd * Harrah, OK 73045 * 405-454-2951 * 405-454-2130

If denied give reason: _____

Residential Home Builders Insurance Verification Form

Name of Insured _____

Telephone _____ Fax _____

Address _____

City _____ State _____ Zip _____

Contractor Federal/State Employer Identification Number (EIN) _____

Worker's Compensation Information

Name of Insurer _____

Telephone _____ Contact Person _____

Address _____

City _____ State _____ Zip _____

Policy No. _____ Effective Date _____

Policy Effective Date _____ Policy Expiration Date _____

General Liability Information

Name of Insurer _____

Telephone _____ Contact Person _____

Address _____

City _____ State _____ Zip _____

Policy No. _____ Amount of Coverage _____

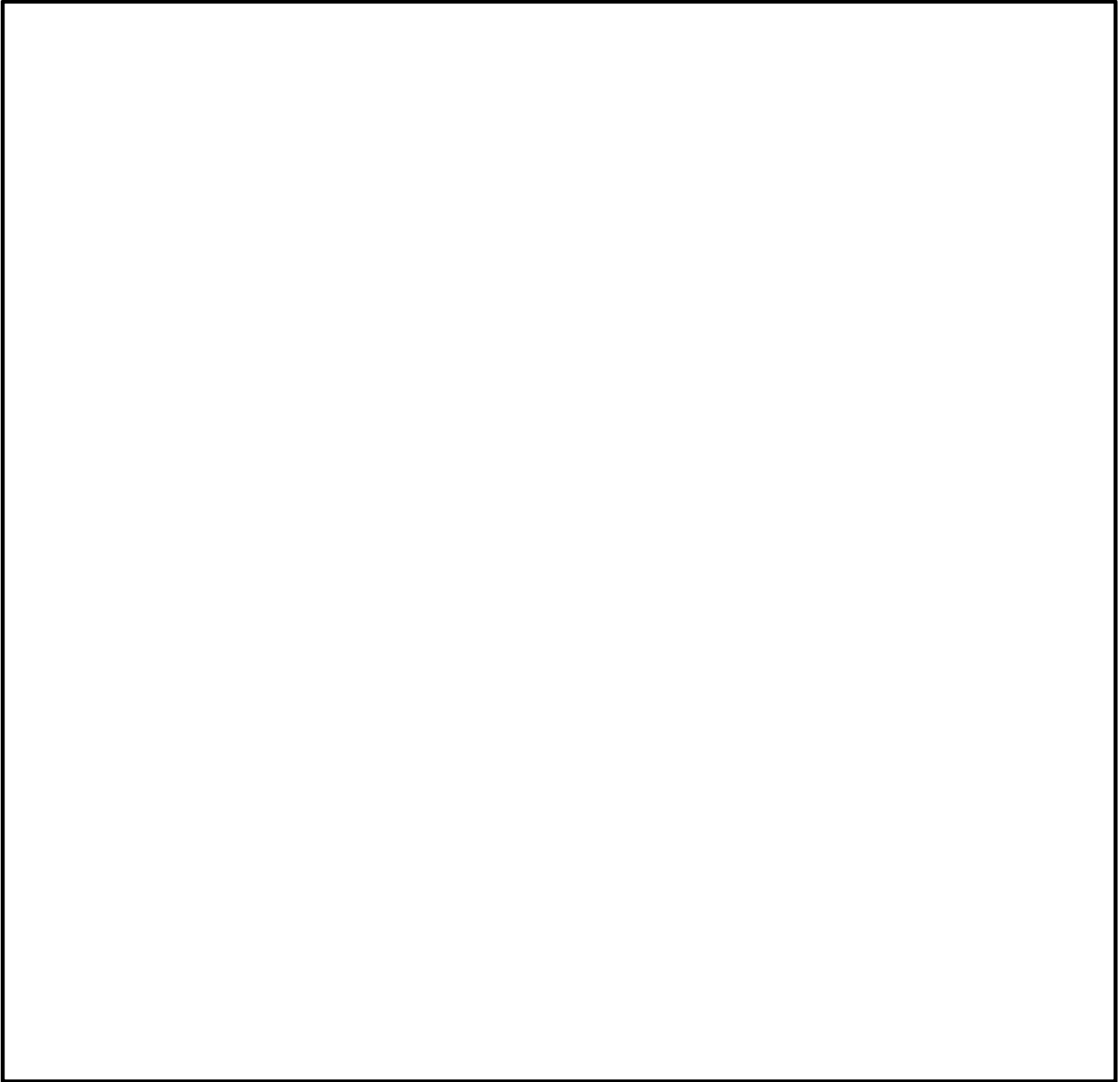


City of Harrah

PO BOX 636 * 19625 NE 23rd * Harrah, OK 73045 * 405-454-2951 * 405-454-2130

Policy

Site Plan

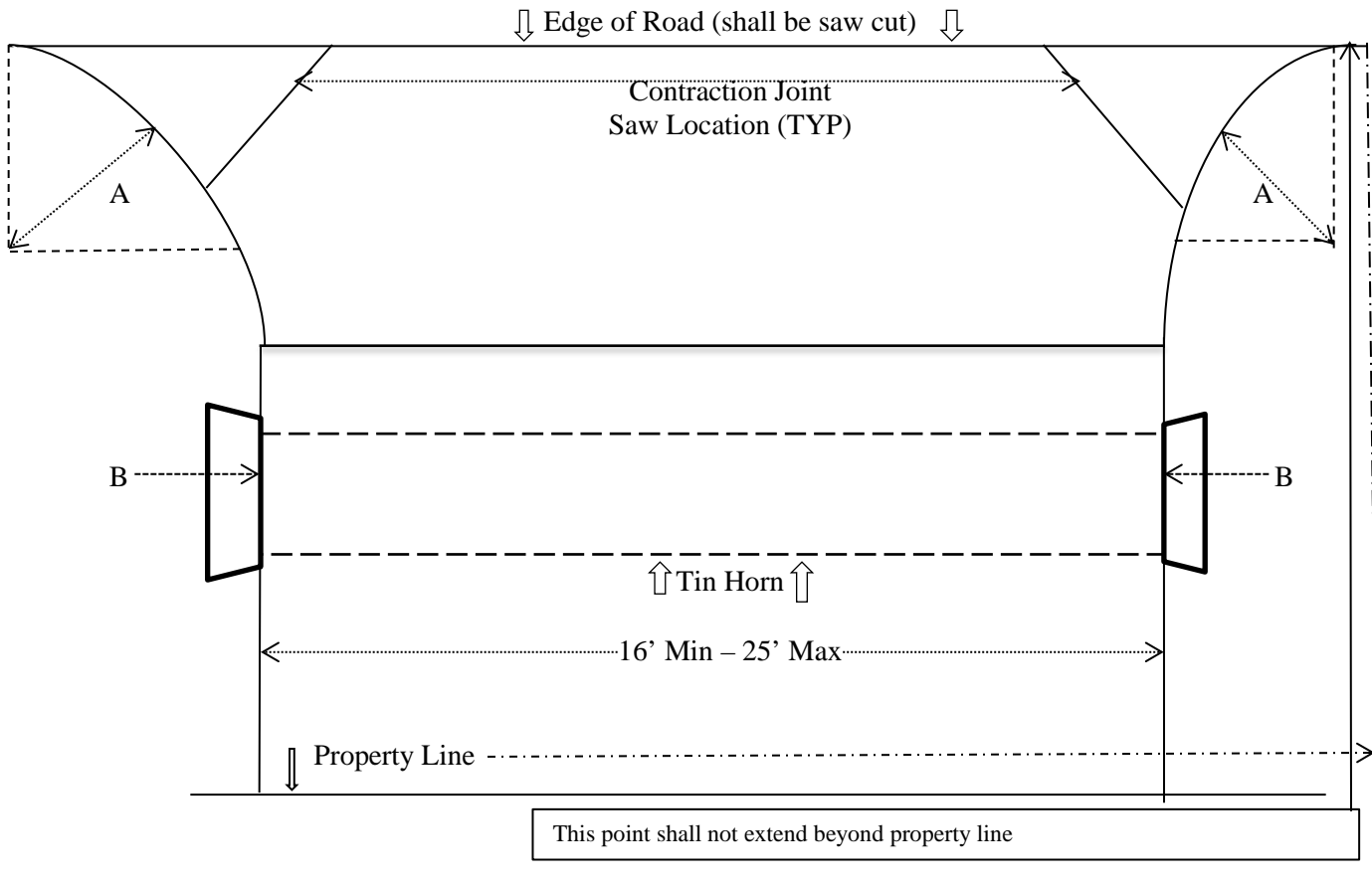




City of Harrah

PO BOX 636 * 19625 NE 23rd * Harrah, OK 73045 * 405-454-2951 * 405-454-2130

Driveway Requirements for all Single and Two-family Residences



****A= 5' min Radius**

****B= 15" min diameter**

Properly sized Culvert shall be installed where a drainage ditch exists, Culvert to be omitted only with Prior approval of the Building Inspector or the City Director of Public Works.



City of Harrah

PO BOX 636 * 19625 NE 23rd * Harrah, OK 73045 * 405-454-2951 * 405-454-2130

12-134: PROCEDURES FOR BUILDING PERMITS:

A. Application for a building permit shall be made at city hall on forms provided by the city. Administrative review of the application by the building official shall begin upon submittal of the complete application and the application fee. The following supporting information is required for a complete application:

1. For single-family and two-family dwellings, the following:

a. A survey, prepared by a licensed surveyor registered in the state of Oklahoma, of the boundaries of the lot on which the improvement is proposed to be located; provided:

(1) No survey shall be required for the erection of a portable building on a lot occupied by a single-family or two-family dwelling.

(2) In the A-1 and A-2 districts, no survey shall be required for accessory buildings related to a single-family dwelling or agricultural use, provided the property contains the minimum lot area required by the area regulations of the zoning district.

b. Three (3) complete sets of construction plans.

c. A site plan showing the location of the structure on the lot, all easements, setbacks, curb cuts, and driveways. Every dwelling unit shall have direct access to a dedicated public street or a private road that has been approved by the city and improved to minimum standards established by the city.

d. Drainage information, including grading plans, to show that storm water will be directed to the street side of the lot or to an improved drainage structure in an easement at the rear or side of the lot.

12-135: VIOLATIONS:

Any person, firm, or corporation found violating or failing to comply with any of the provisions of this chapter shall be guilty of an offense and, upon conviction, shall be liable for a fine as provided in this code. (Ord. 1991-3, 4-4-1991; amd. Ord. 1995-3, 1-19-1995).

12-381: CURB CUT AND APPROACH PAVING REQUIREMENTS:

Except as provided in this section, all driveways shall be paved in conformance with the street and driveway paving standards established by the city engineer and approved by the city council.

A. In the A-1 and A-2 zoning districts, driveways shall be improved in conformance with one of the following:

1. Driveways providing access from a curb and gutter street shall meet the city standard for urban driveways.



City of Harrah

PO BOX 636 * 19625 NE 23rd * Harrah, OK 73045 * 405-454-2951 * 405-454-2130

2. A driveway providing access from an arterial street, section line street, or a state or federal highway, and all driveways providing access to uses other than single-family residential and agricultural, shall be paved with Portland cement concrete to a minimum depth of four inches (4") from the edge of the roadway paving to the property line or for a distance that will extend over the drainage structure beneath the driveway, whichever is the lesser.

3. A driveway providing access from any other street not identified in subsection A2 of this section which is improved with a hard surface (Portland cement or asphalt), but without curb and gutter, shall be paved with Portland cement concrete to a depth of four inches (4") from the edge of the roadway paving to the property line or for a distance that will extend over the drainage structure beneath the driveway, whichever is the lesser.

4. A driveway providing access to a single-family residential or agricultural use from a gravel surface or lesser quality street shall be improved with a minimum surface of six inches (6") of compacted gravel from the edge of the street surface to the property line.

B. In all zoning districts, where drainage is carried in a swale adjacent to the roadway, no construction shall begin on a lot until a minimum of a temporary driveway is installed with an approved drainage structure in place prior to the commencement of any construction activity on a lot. All construction vehicles shall be restricted to use of this driveway for property access. (Ord. 1998-3, 2-19-1998)

12-433: EROSION AND SEDIMENTATION CONTROL MEASURES FOR PUBLIC AND PRIVATE IMPROVEMENTS:

A. Purpose: The purpose of this section is to provide guidance in the design of effective management of erosion and sedimentation and to protect water quality and the general health, safety, and welfare of the residents of the city.

B. General Requirements:

1. These regulations shall be applied to all subdivision improvements and to all building construction projects within the city limits.

2. Development activity shall not be conducted unless appropriate erosion and sedimentation facilities are designed, installed, and maintained throughout the life of the development.

3. All sediment control measures shall be indicated on the final construction or building permit plans. They shall be approved and enforced as a part of the city approval and enforcement process for the plans.

4. All new or existing earth slopes and earth areas subject to erosion, such as areas adjacent to trickle channels, inlet structures, and outlet structures, within any area designated for detention or drainage shall be slab sodded with Bermuda sod or have permanent established growth of vegetation. All vegetation areas shall be fertilized, watered, and in an established growing condition prior to completion or acceptance of any storm water drainage facility or development.



City of Harrah

PO BOX 636 * 19625 NE 23rd * Harrah, OK 73045 * 405-454-2951 * 405-454-2130

C. Design Considerations:

1. Combination Of Design Principles: Practical combinations of the following principles shall be utilized, as a minimum, in planning measures to be installed for any land disturbing activity:

- a.** The land disturbing activity shall conform to existing topography and soil type so as to create the lowest possible erosion potential.
- b.** The disturbed area and the duration of exposure of bare earth to erosive elements shall be kept to a minimum through construction scheduling and management.
- c.** Cut and fill operations should be kept to a minimum.
- d.** Disturbed soil shall be stabilized as quickly as possible.
- e.** Vegetative practices shall be applied as permanent erosion controls wherever possible.
- f.** Natural vegetation shall be retained, protected, and supplemented whenever feasible.

2. General Practice:

- a.** Soil and water conservation measures include, but are not necessarily restricted to, vegetation, sediment basins, dikes, grade stabilization structures, sediment traps, land grading, diversions, waterways or outlets, and riprap.
- b.** Temporary vegetation or mulching shall be employed to protect exposed critical areas during development.
- c.** Required permanent vegetation and structural erosion control measures shall be installed prior to final acceptance of municipal improvements or issuance of a certificate of occupancy on a private construction project. (Prior Code, Chapter 16, as amended)

D. Erosion And Sediment Control Criteria:

1. Long-Term Controls: Long-term permanent seeding, sprigging, or planting which produces vegetative cover, including Bermuda grass, Kentucky 31 tall fescue, and weeping lovegrass, or a similar grass approved by the city engineer, shall be used for permanent control of erosion.

2. Short-Term Controls:

- a.** Short-term seeding producing temporary vegetative cover such as small grains like rye, oats, wheat, or sundams and sorghum, shall be used to control immediate erosion. This practice shall be considered effective for areas where soil is left exposed for a period of six (6) to twelve (12) months and shall not be considered appropriate as permanent erosion control.
- b.** Straw bale dike may be utilized where no other practice is feasible, as a temporary barrier with a life expectancy of three (3) months or less. It should be installed across or at the toe of a slope for the contributing drainage areas, in accordance with the adopted standards.



City of Harrah

PO BOX 636 * 19625 NE 23rd * Harrah, OK 73045 * 405-454-2951 * 405-454-2130

c. Erosion matting shall be used for permanent channel embankment and slope stabilization where a permanent erosion control cover has not been established prior to use. The specified material shall be installed as recommended by its manufacturer and approved by the city engineer.

3. Required Structures: A stabilized construction entrance shall be built in accordance with the adopted standards to eliminate the tracking or flowing of sediment onto public right of way, adjacent public or private property, and into any waterway or body of water. (Ord. 1996-10, 6-20-1996)

Zoning	Lot Area	Lot Front	Max Coverage	Max Height	Front Yard Setback	Side Yard Setback	Rear Yard Setback
A-1 Gen. Agr.	5 acres	35' abut str. 70' build line	25% Inter 35% Corn. 20% rear	40 feet	25 feet	10 feet 5' for accessory	20 feet or 20% of depth
A-2 Sub Dist.	One to 5 acres	35' abut str. 70' build line	25% Inter 35% Corn. 20% Rear	40 feet	25 feet	10 feet 5' for accessory	20 feet or 20% of depth
R-1A Single Family	9,800 Sq. Ft	35' abut str. 70' build line	25% Inter 35% Corn. 20% Rear	40 feet	25 feet	10 feet 5' for accessory	20 feet or 20% of depth
R-1B Sing. Fam./freestanding mobile home	9,800 Sq. Ft	35' abut str. 70' build line	25% Inter 35% Corn. 20% Rear	40 feet	25 feet	10 feet 5' for accessory	20 feet or 20% of depth
R-2A Med. Pop. Density	7,000 sq. ft. one fam. 9,000 sq. ft. two fam.	35' abut str. 70' build line	35% Lot area 30% Rear	40 feet	25 feet	10 feet 5' for accessory	20 feet or 20% of depth
R-2B High Pop. Density	9800 sq. ft. one fam. 14,000 sq. ft. two fam.	35' abut str. 70' build line 10' for each add. Fam.	35% Lot Area 30% Rear	40 feet	25 feet	5 feet 10" for more than one	20 feet or 20% of depth

** Above table are requirements for construction in each zoning area