



APPROVED

DENIED

DATE _____ INSPECTOR _____

APPLICANT INFORMATION

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

PROJECT INFORMATION

TYPE OF PROJECT (CHECK ONE): IF ADDING PLUMBING PRICE WILL BE \$.12/SQFT

TEMP BUILDING
 SHOP, GARAGE, BARN (INSPECTIONS REQUIRED)
 OTHER (SPECIFY) _____ (INSPECTIONS POSSIBLY REQUIRED)

LOCATION & DESCRIPTION

PROJECT ADDRESS:	SUBDIVISION:	LOT & BLOCK:
FOOTING/PIERS/FOUNDATION:	SQ. FT UNDER ROOF:	SQ. FT INSIDE:
		NO. FLOORS:

CONTRACTOR INFORMATION (COMPANY AND PHONE NUMBER): CONTRACTORS OTHER THAN BUILDER MUST PULL THEIR OWN PERMITS BEFORE WORK STARTS

BUILDER: (IF NOT OWNER) _____ PLUMBING: _____
 ELECTRICAL: _____ MECHANICAL: _____

SUBMITTAL INFORMATION

- APPLICATIONS REQUIRE ONE FULL SET OF PLANS DRAWN TO SCALE (11X17) AND 1 PDF SET (USB, CD OR EMAILED).
- TO PROCESS YOUR PERMIT APPLICATION IN A TIMELY MANNER, IT IS ESSENTIAL TO PROVIDE COMPLETE AND ACCURATE INFORMATION.
- USE THE CHECKLIST BELOW TO VERIFY ALL PLAN REQUIREMENTS AND DOCUMENTS ARE INCLUDED WITH YOUR APPLICATION.
- ALL DOCUMENTS INDICATED MUST BE SUBMITTED FOR AN APPLICATION TO BE ACCEPTED AND SUBSEQUENTLY REVIEWED. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

PLAN INFORMATION

DIMENSIONED PLOT PLAN (LOT SIZE, LOCATION OF WATER, SEPTIC AND STRUCTURES) <ul style="list-style-type: none"> • PROJECT ADDRESS – EXACT DISTANCES FROM ALL PROPERTY LINES FOR PROPOSED STRUCTURE • LOCATION & DIMENSIONS (IN FEET) OF ALL PROPERTY, RIGHT-OF WAY LINES, PUBLIC & PRIVATE EASEMENTS • NO LARGER THAN 11 X 17 – NO EXCEPTIONS 	ENGINEERED RETAINING WALL DESIGN (IF WALL IS NEEDED) <ul style="list-style-type: none"> • PROJECT ADDRESS • ENGINEER STAMP • NO LARGER THAN 11 X 17 – NO EXCEPTIONS
CONSTRUCTION PLANS <ul style="list-style-type: none"> • PROJECT ADDRESS • NO LARGER THAN 11X17 – NO EXCEPTIONS 	CONTRACTOR INFORMATION <ul style="list-style-type: none"> • COMPANY AND PHONE NUMBER (ABOVE) MUST BE LICENSED WITH THE CITY OF TUTTLE

INSPECTIONS: TO BE CALLED IN BY EACH TRADE – 2 BUSINESS DAYS IN ADVANCE – BUILDINGS WITH FOOTINGS REQUIRE SETBACK INSPECTIONS PRIOR TO CONCRETE WORK

PLAN REVIEW CHECKLISTS

	PLOT PLAN	RETAINING WALL	CONSTRUCTION	CONTRACTORS
ALL CONSTRUCTION	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

_____(INITIAL HERE): BY SIGNING THIS FORM, YOU ACKNOWLEDGE THE BUILDING PLANS SUBMITTED COMPLY WITH NEIGHBORHOOD COVENANTS AND ALL REQUIREMENTS, APPLICABLE CODES, AMENDMENTS AND ORDINANCES SET FORTH BY TUTTLE CITY COUNCIL and THE STATE OF OKLAHOMA.

APPLICANT SIGNATURE: _____ DATE: _____
 BUILDING INSPECTOR: _____ DATE RECEIVED: _____