



STORM SHELTER/SAFE ROOM PERMIT APPLICATION

Community Development

405-670-7314

3701 SE 15th Street

Del City OK 73115

www.cityofdelcity.com

permits@cityofdelcity.org

All applications must be completed in full, including all required supporting documentation.

Incomplete applications will **NOT** be accepted.

Be sure to read these instructions carefully before proceeding!

Application Form:

1. Be sure to complete the form in its entirety.
2. The project description should be as specific as possible.

Site Plan:

A site plan is required, showing the location of the proposed safe room along with all structures on the lot. Distances to property lines and structures must be shown.

Contractors:

1. Storm Shelter contractors **MUST** be licensed with the City of Del City.
2. Storm Shelter contractors **MUST** be bonded.
3. The bond **MUST** be renewed annually in the amount of two thousand (\$5,000.00) dollars, in favor of the City.
4. All plans and specifications submitted for approval **MUST** bear the signature and seal of a registered professional engineer along with a statement that the structure meets the design requirements.
5. Permits are obtained directly by the Contractor and Contractors **MUST** call for inspection.

Inspections and reviews are conducted using the following adopted building codes:

The City's current Adopted codes and standards include:

2015 International Residential Code	2015 International Property Maintenance Code
2015 International Mechanical Code	2015 International Plumbing Code
2015 International Fuel Gas Code	2015 International Existing Building Code
2015 International Private Sewage Disposal Code	2015 International Pool and Spa Code
2014 NFPA 70: The National Electrical Code	2015 International Energy Conservation Code
2015 International Fire Code	2015 International Wildland-Urban Interface Code
2015 NFPA 101 Life Safety Code	2015 NFPA 13/13D/13R & NFPA 72

Additional requirements can be found in Chapter 5 of the Del City Code of Ordinances, accessible at <http://www.municode.com> and within the Del City Planning and Zoning Ordinance (site design, parking, etc.).

APPLICANT SIGNATURE

DATE



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PROPERTY INFORMATION:

Property Address: _____
Property Owner Name: _____
Property Owner Address: _____
City: _____ State: _____ Zip: _____
Property Owner Phone: _____ E-Mail Address: _____

APPLICANT / CONTRACTOR INFORMATION:

Contractor Name: _____
Contractor Address: _____
City: _____ State: _____ Zip: _____
Contractor Phone: _____ E-mail Address: _____

PROJECT INFORMATION:

Location: Back Yard Front Yard In Garage Floor Side Yard
 Above Ground** (Please see instructions) Below Ground

Estimated Project Cost: _____ Project Square Footage: _____ Overall Acreage: _____
Start Date: _____ Completion Date: _____

PLOT PLAN

*** Show all Buildings, Easements, Setbacks, and Lot Line Dimensions

I hereby certify the above site/plot plan shows all existing and proposed improvements on this property:

Signature

Date

APPLICANT CERTIFICATIONS

I certify this permit application is complete and accurate, to the best of my knowledge. _____ (initial)

I understand, by submitting this application, I agree to comply with all adopted codes and applicable laws/ordinances. _____ (initial)

I understand inspections are required as provided for in the City's adopted codes, must be arranged at least 48 hours in advance, are scheduled and performed on the basis of need and based on the nature of the work being inspected, and failed inspections may lead to re-inspection fees. _____ (initial)

I hereby submit this application for a Storm Shelter / Safe Room Permit.

APPLICANT SIGNATURE

DATE

PROPERTY OWNER CERTIFICATION

I certify the applicant has my authorization to submit this building permit application. I certify I understand as the Property Owner, I am ultimately responsible for any work done on the premises. _____ (initial)

PROPERTY OWNER SIGNATURE

DATE