

## **SECTION II**

### **Commercial Construction**

The City of Mustang currently subscribes to the 2015 International Building Code as the standard for the design and construction of all improvements other than single and two-family residences. In addition, we have several minor amendments and standards as detailed elsewhere in this section.

The first step in obtaining a building permit is complete a building permit application and to submit legible construction documents and required fees to the Community Development Department. The types of construction documents will vary depending on the size and scope of the work that is planned.

### **REQUIRED PLANS, DOCUMENTS AND FEES**

#### **A. CONSTRUCTION DOCUMENTS/FEES** *(All documents must be current, legible and complete)*

- ☐ Completed City of Mustang Building Permit Application
- ☐ Current deed with legal description that matches site plan. (Only for first structure on premises)
- ☐ Plan review fees as required by the Code of Ordinances of the City of Mustang ("Code"). In cases where fire suppression devices are required, additional review fees must be paid directly to the subcontractor providing the service.
- ☐ **SIX** complete sets of **identical plans** for each new structure or planned improvement(s)

#### **B. FLOOR PLANS (6 copies)**

- ☐ Required for any renovation, remodel or new structure.
- ☐ Must be legible and complete. Plans must be drawn to a common scale (preferably 1/4" = 1') or accurately depict all dimensions.
- ☐ Floor plans must include the following:
  - ☐ Label the use of all rooms. Show all existing and proposed plumbing, electrical and mechanical systems and fixtures. Illustrate any required firewall and detail its composition. Describe the size and types of doors and windows.
  - ☐ Show all stairways, decking, and roof overhangs, and any canopies.
  - ☐ Illustrate dimensions, types and sizes of all doors and windows.
  - ☐ Additionally, plans with any of the following features must bear original seals and signatures of an Oklahoma licensed architect or engineer:
    - \_\_\_\_\_Any part of the structure over two (2) stories in height.

\_\_\_\_\_Any part of any structure is below grade.

\_\_\_\_\_Any unsupported span within the structure is thirty (30) feet or more in width)

### **C. SITE PLANS (6 copies)**

- ☐ Required for any improvements not fully enclosed in an existing building.
- ☐ Must be legible and complete. Plans must be drawn to a common scale (preferably 20' = 1') or accurately depict all dimensions.
- ☐ Site plans must illustrate the following features:
  - } Property lines, rights-of-ways, easements, and must be labeled accordingly.
  - } Building setback lines (if platted).
  - } Existing structures and improvements, their dimensions, and their distance to other structures and property lines.
  - } Existing and proposed private wastewater disposal systems including holding tanks, lateral lines and/or spray nozzles.
  - } All existing and proposed fire hydrants.
  - } Abutting Streets must be detailed and labeled; show approach and driveway(s)
  - } Existing and proposed landscaping and irrigation systems.
  - } Drainage improvements as well as any detention areas.
  - } Water main(s) and the location of the water service line.
  - } Sewer main(s) and the location of the sewer service line.

### **D. OTHER AGENCY INVOLVEMENT**

- ☐ Projects that featuring cooking facilities must also submit plans to the Canadian County Health Department.
- ☐ Any facility that will have swimming facilities available to the public must also submit plans to the Oklahoma State Department of Health.
- ☐ The Canadian County Health Department must also review plans for hotels, motels and similar institutions.
- ☐ Access to any state highway will require a Right-of-Way permit from the Oklahoma Department of Transportation.

### **E. OTHER DOCUMENTS**

- ☐ Three (3) sets of exterior elevations depicting the finished appearance of the structure or improvement are required.
- ☐ Three (3) sets of Drainage and Detention Plans are required. These must include the following:
  - } Detention calculations.
  - } Details of the detention pond structure including outlets and other improvements.
- ☐ Other information necessary for review as determined by the Community Development Department.

- Additional documents may be required for any construction in or around the recognized 100-Year (1% Chance) Flood Zone.

Illegible and/or inaccurate construction documents may cause unnecessary delays in reviewing your plans, thus putting your project behind schedule. It is better to show as much detail as possible in all documents to avoid surprises later.

## **COMMENCING CONSTRUCTION**

1. Applicants will be notified when the permit has been approved. Utility connection fees and park fees must be paid at the time the building permit is purchased. Our fee schedule is posted elsewhere on this site.
2. All [general contractors](#) and [subcontractors](#) must be licensed by the City of Mustang. Subcontractors are required to purchase their own licensing and permits.
3. The building permit number and address must be posted prior to the start of any improvement. Permits are valid for one (1) year, but renewals may be available for a minimal fee. Renewing a permit may require additional plans.
4. Any required storm water detention must be in place prior to creating any impervious surfaces. Fire hydrants must be installed and tested prior to the arrival of any combustible materials to the site.
5. All systems, fixtures and other improvements must be inspected prior to covering. For your convenience we have inspection checklists available as follows:

### **A. Building Inspections**

- 1) Footing/foundation
- 2) Framing
- 3) Occupancy

### **B. Electrical Inspections**

- 1) Temporary Pole
- 2) Rough In
- 3) Final

### **C. Mechanical Inspections**

- 1) Ground
- 2) Top Out
- 3) Final

### **D. Plumbing Inspections**

- 1) Ground/Service Lines
- 2) Top Out
- 3) Final

**NOTE:** *These checklists do not address every situation, nor will every project require all inspection(s). These general requirements may not be applicable to your situation and are meant only for reference only*

6. Inspections are typically available within twenty-four (24) hours after they are requested. They are unavailable on weekends and scheduled holidays. We strongly encourage making an appointment for inspection rather than chancing our inspector's availability. Call (405) 376-9873 for more information or to schedule an inspection.

## **PROJECT COMPLETION**

1. All final inspections (electrical, mechanical, plumbing, driveway, etc.) must be completed prior to requesting an occupancy inspection.
2. No structure may be occupied or used without the issuance of a certificate of occupancy on premises.
3. Temporary certificates of occupancy may be available on a limited basis provided all fire/life/safety issues have been addressed.

