



COMMERCIAL BUILDING

General Information

Thank you for your interest in locating in the City of Moore, Oklahoma. This packet provides basic information that will be necessary for commercial construction within the City of Moore. If you should have questions or concerns with any part of the land development process, please call our department so we may assist you.

1. **Zoning.** If the property is not zoned correctly for the intended use, please contact the department for a rezoning application.
2. **Platting.** All commercial property must be platted prior to issuing a building permit. If the property is not platted, please contact the department for a Preliminary and Final Plat checklist.
3. **Special Considerations.** Sometimes issues will arise in the building permit process that will require additional applications. These include, but are not limited to:
 - a. Demolishing an existing structure.
 - b. Vacating an existing public way or easement.
 - c. Obtaining a lot split.

Please contact the department for these applications and procedures.

4. **Building Applications.** The most common applications are included for your convenience.
 - a. Building Permit Application
 - b. Curb Cut Application
 - c. Sign Erection Application
5. **Site Plans/Building Plans/Landscape Plans.** 2 full sets of commercial plans will be required for review by city staff. To assist you in your design, the following city regulations are included:
 - a. Parking Regulations
 - b. Landscape Regulations
 - c. Sign Ordinance

The following codes have been adopted by the City of Moore:

- 2000 International Building Code
- 2000 Residential Building Code



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6. Fees. The following fees are a partial list that most developers/builders will encounter when building in Moore. An inclusive list of development fees is included for your review.

- a. Transportation Impact Fee
- b. Detention Fee
- c. Sidewalk Fee
- d. Public Improvement Inspection Fee
- e. Water Meter and Sewer Connect Fee
- f. Plan Review Fee
- g. All Application Fees

7. Contacts. This list of contacts will be happy to answer any questions that you might have about any part of the commercial building process.

Elizabeth Jones, Community Development Director	405.793.5053
John Barnett, Building Official	405.793.5051
Jeff Lindsay, Fire Marshal	405.793.5108

Other Contacts:

Oklahoma Gas & Electric	405.553.3787
Oklahoma Electric Cooperative	405.321.2024
Oklahoma Natural Gas	405.551.6621
Cleveland County Health Department	405.794.1591



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REQUIREMENTS FOR COMMERCIAL BUILDING PERMITS:

- Two (2) complete sets of building plans, including landscaping and site plans, drawn to scale.
- Floor Plan
- Site plan must show setbacks, building lines and easements
- Building Plans must indicate what form of erosion control will be utilized.
- Impervious Surface Calculation.
- Storm water detention will be required. Please obtain the storm water detention ordinance prior to submittal of building plans.
- Plans must be signed and have an architect's or engineer's seal, according to city and/or state requirements.
- Building application must be filled out completely and signed by the contractor and/or architect.
- A contact name and phone number must be on the application and plans.



COMMERCIAL DEVELOPMENT

Fee List

Rezoning Application Fees:

A-1, A-2	\$ 150.00	+ \$ 3.00 per acre
RE, R-1, R-2	\$ 150.00	+ \$ 5.00 per acre
R-3, R-4, R-5	\$ 200.00	+ \$ 5.00 per acre
C-1, C-2, C-3, C-4, C-5, C-6	\$ 250.00	+ \$10.00 per acre
I-1, I-2, I-3	\$ 250.00	+ \$10.00 per acre
PUD	\$ 450.00	+ \$ 5.00 per acre

*Multiple Use Districts-highest base fee

*Special Use Permit-same as underlying zoning fee

Platting Fees:

Preliminary Plat	\$200.00
Final Plat, all or any portion	\$300.00
Amended Plat	\$300.00
Lot Line Adjustment	\$ 25.00
Lot Split	\$100.00
Closing of Public Way or Easement	\$100.00

Improvement Inspection Fees:

\$ 0-	\$ 2,000	4.0%
\$ 2,001-	\$ 5,000	3.5%
\$ 5,001-	\$10,000	3.0%
\$10,001-	\$25,000	2.5%
\$25,001-	\$50,000	2.0%
over \$50,000		1.5%

Subdivider surety bond 1 1/2 times the entire cost of installation of all specified improvements.



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Transportation Impact Fees:

Fast Food, Gas or Convenience Stores	\$ 2.85 per gross sq. ft.
All Other Retail or Commercial	\$.21 per gross sq. ft.
Office	\$.21 per gross sq. ft.
Industrial	\$.30 per gross sq. ft.
Institutional	\$.21 per gross sq. ft.

Developments that either generate 200 trips per peak hour or 2,000 or greater trips per day, or are 50,000 gross square feet or larger shall require the performance of a Traffic Impact Study.

Detention Fee:

Square Footage of Impervious Surface X \$.075.

Sidewalk Fee:

Sidewalks are a requirement for any commercial property within the City of Moore. In some instances, however, the City may require a fee-in-lieu of a sidewalk, as calculated as follows:

Linear Footage along street frontage(excluding curb cuts) X \$12.75

Commercial Building Permit:

Application Fee	\$.10 per sq. ft. \$25.00 minimum
Plan Review Fee	\$ 25.00



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Fee List

Pavement Cut/Curb Cut Permit:

Application Fee \$ 15.00
+ post bond/deposit to cover repair cost

Water Meters:

3/4 "	Short Set:	\$225.00	Long Set:	\$ 600.00
1"	Short Set:	\$300.00	Long Set:	\$ 600.00
1 1/2 "	Short Set:	\$645.00	Long Set:	\$1,200.00
2"	Short Set:	\$800.00	Long Set:	\$1,200.00
2+"	Short Set:	Market Price	Long Set:	Market Price

City Sewer Connection Fees:

Water Service through 3/4" meter	\$ 50.00
Water Service through 1-1 1/2" meter	\$ 75.00
Water Service through 2" meter	\$100.00

Sign Permit Fees:

Accessory Signs	
1-100 sq. ft.	\$ 25.00
101-200 sq. ft.	\$ 35.00
201+ sq. ft.	\$ 50.00
Non-Accessory Signs	
1-100 sq. ft.	\$ 50.00
101+ sq. ft.	\$100.00

Occupancy Permit:

Application Fees: \$15.00