



COMMERCIAL

Date: _____

Building Permit Application

BUILDING

- _____ Application Zoning cleared
- _____ 3 Full sets of prints stamped by a structural engineer include:
 - _____ Storm drainage
 - _____ Impervious drainage calculations
 - _____ Landscaping plan
(Trees, shrubs & parking)
 - _____ Detention (If needed.)
If N/A, then 7.5 cents per sq. ft. of impervious surface will be charged.

FIRE

- _____ 3 Sets of prints that include fire sprinklers if needed

Comments: _____



COMMERCIAL

Date: _____

Building Permit Application

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.** 3 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:

- 2009 International Residential Code
- 2011 National Electrical Code
- 2009 International Building Code
- 2009 International Mechanical Code
- 2009 International Plumbing Code
- 2009 International Fuel Gas Code



COMMERCIAL

Date: _____

Building Permit Application

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
Gabe Sevigny, Assistant Director	405.793.5047
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



COMMERCIAL

Date: _____

Building Permit Application

REQUIREMENTS FOR COMMERCIAL BUILDING PERMITS:

- Three (3) 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

Date: _____

Building Permit Application

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	\$350.00
Amended Plat	\$350.00
Lot Line Adjustment	\$ 30.00
Lot Split	\$125.00
Closing of Public Way or Easement	\$125.00

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.



COMMERCIAL

Date: _____

Building Permit Application

Transportation Impact Fees:

Fast Food, Gas or Convenience Stores	\$ 3.44 per gross sq. ft.
All Other Retail or Commercial	\$.25 per gross sq. ft.
Office	\$.25 per gross sq. ft.
Industrial	\$.36 per gross sq. ft.
Institutional	\$.25 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	\$.14 per sq. ft. \$35.00 minimum
Plan Review Fee	\$ 50.00

Pavement Cut/Curb Cut Permit:

Application Fee	\$ 30.00
+ post bond/deposit to cover repair cost	

Water Meters:

¾ "(5/8")	Short Set:	\$225.00	Long Set:	\$ 600.00
1"	Short Set:	\$300.00	Long Set:	\$ 600.00
1 ½ "	Short Set:	\$645.00	Long Set:	\$1,200.00



COMMERCIAL

Date: _____

Building Permit Application

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 5/8" 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

Land Disturbance Fee:

Application Fee	\$100.00
-----------------	----------

Occupancy Permit:

Application Fees	\$15.00
------------------	---------



COMMERCIAL

Date: _____

Building Permit Application

APPLICANT INFORMATION

Name	Address	Phone Number 1
City	State	Zip Code
		Phone Number 2

PROJECT INFORMATION

Project Address	Lot	Block	Subdivision
Project Type: <input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Remodel <input type="checkbox"/> Wrecking <input type="checkbox"/> Relocation <input type="checkbox"/> Foundation Only	Estimated Cost : \$ _____ (Include electrical, heat and air, plumbing, and paving)	Ownership: <input type="checkbox"/> Private <input type="checkbox"/> Public Proposed Use:	Demolition: _____ Most Recent Use _____ Sq. Ft.

BUILDING CHARACTERISTICS

Type of Frame: <input type="checkbox"/> Brick or Veneer <input type="checkbox"/> Masonry <input type="checkbox"/> Wood <input type="checkbox"/> Structural Steel <input type="checkbox"/> Reinforced Concrete <input type="checkbox"/> Other	Sewer: <input type="checkbox"/> City <input type="checkbox"/> Private Water: <input type="checkbox"/> City <input type="checkbox"/> Private	Size Meter Required: Short Set: <input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 1 1/2" <input type="checkbox"/> 2" Long Set:* <input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 1 1/2" <input type="checkbox"/> 2"	
Number of Stories	Sq. Ft. Floor Area	Sq. Ft. Garage	Sq. Ft. Total
Number of Rooms	Number of Bathrooms	Type Floor (Slab, Wood, Etc)	Type Roof
Bldg Height			
Mechanical: <input type="checkbox"/> Central Air Conditioning <input type="checkbox"/> Central Heat	Sealed Surface: <input type="checkbox"/> Asphalt <input type="checkbox"/> Concrete	Contractors: Building _____ Electrical _____ Plumbing _____ Heat & Air _____ All contractors must be licensed with the City of Moore. (Except Building Contractor)	

LOT INFORMATION

Lot Description:	Setbacks:	Easements:
_____ Number of Buildings on Lot	_____ Front Yard	_____
_____ Area of Lot	_____ Side Yard	_____
_____ % of Lot to be Covered	_____ Back Yard	_____
Flood Zone: <input type="checkbox"/> Yes → Zone _____ <input type="checkbox"/> No	Minimum First Floor Elevation Required: _____ ft.	Zoning District: _____



COMMERCIAL

Date: _____

Building Permit Application

Fire Department

Signature: _____ Approve _____ Deny _____ Date: _____

Building Inspections

Signature: _____ Approve _____ Deny _____ Date: _____

Planning

Signature: _____ Approve _____ Deny _____ Date: _____

Storm Water

Signature: _____ Approve _____ Deny _____ Date: _____

Community Development Director

Signature: _____ In _____ Out _____ Date: _____



COMMERCIAL

Date: _____

Building Permit Application

SKETCH OF PROPOSED BUILDING AND EROSION CONTROL

On the center lot (unless it is a corner lot) sketch the proposed building, or addition to a building, showing all existing buildings and giving the outside measurements of all the buildings.

Give distance from the existing building on property adjoining lot on each side. Show all property measurements. Enter the distances between the proposed building and distances from the property lines. Show the proper address and the name of the street or streets concerned.

****Indicate what form of Erosion Control will be utilized for this activity. Please Note: Regardless of which Erosion Control method is used, the inspectors will be monitoring sedimentation in the streets and storm sewer inlets. If you fail to control the erosion, you will be subject to fines and/or suspension of inspections.****

Either sketch or attach a drawing:

A large rectangular area enclosed by a dashed line, intended for a sketch of the proposed building and erosion control. Below the dashed line, the text "Street Center Line" is centered.

This building is not to be occupied until an Occupancy Permit has been issued. An Occupancy Permit will only be issued after this building passes the final inspection of the Inspections Department and the final inspection of the Fire Department, if other than a dwelling. Occupying this building without an Occupancy Permit is a violation of the law, punishable by a \$200 per day fine. I hereby certify and acknowledge that I have and agree to all the comments and conditions herein written.

I hereby 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 city ordinances pertaining to the Building Code, Subdivision Regulations and Zoning Ordinances of the City of Moore, Oklahoma. Any misrepresentation of these statements will void this permit.

Owner

Applicant

Address

Telephone



COMMERCIAL

Date: _____

Building Permit Application

Approval Check List. These are items that will be specifically reviewed by City Staff. For issuance of a building permit, all items must be approved.

SITE PLAN

How many curb cuts are requested? _____

Maximum width of the curb cut requests? (May not exceed 30') _____

Are curb cuts set back from street intersections? _____

Are all easements and building lines indicated on site plan? _____

Is there adequate green space proposed? _____

Is a sidewalk proposed? _____

DETENTION CALCULATIONS AND PLANS

Are detention calculations and plans submitted with Building Permit Application? _____

AESTHETIC REQUIREMENTS

What percentage of brick is required? _____

Is sight-proof fencing required? _____

LANDSCAPE REQUIREMENTS

Is a landscaping plan included with the building plans? _____

Are landscaping islands indicated at the end of each parking bay? _____

Is green space shown on side yards? _____

Base Landscaping: Lot Size _____ X .05 =

Amt. to be landscaped _____ / 400 =

Required trees for lot _____ X 2 =

Required shrubs for lot _____

Parking Lot Landscaping: Number of Parking Spaces: _____ / 7 =

Deciduous Trees Required in Parking Lot _____

Total Trees: _____ Total Shrubs: _____



City of Moore, Oklahoma
Community Development Department
301 North Broadway
Moore, Oklahoma 73160

CONSTRUCTION STORMWATER/ LAND DISTURBANCE PERMIT APPLICATION

NO DIRT WORK SHALL COMMENCE UNTIL A PERMIT HAS BEEN ISSUED.

APPLICANT/DEVELOPER INFORMATION

Name	Address	Phone Number 1
City Code	State	Zip
		<u>Emergency Phone</u>

SITE INFORMATION

Name of Project	Location
-----------------	----------

PERSON RESPONSIBLE FOR IMPLEMENTING EROSION AND SEDIMENT CONTROL PLAN

Name	Address	Phone Number 1
City Code	State	Zip
		Phone Number 2

LAND DISTURBANCE INFORMATION

Amount of Disturbed Area (in Acres)	Type of Existing Surface:
Name of Creek or Tributary Associated with Project	Grassland _____
Is the creek listed on the "Impacted List"?	Pavement _____
	Other: _____
Is work in Floodplain/Floodway? Yes _____ No _____	Land Disturbance for: Building Permit _____ Subdivision _____ Other _____
If yes, has the proper FEMA paperwork been submitted?	_____
CLOMR	CLOMA
Start Date	End Date

Phone: 405-793-5051

Fax: 405-793-5057 www.cityofmoore.com/stormwatersavvy

PERMIT AND INSPECTIONS INFORMATION

The following information shall accompany this permit application. No application shall be reviewed or approved without the following information:

1. The Stormwater Pollution Prevention Plan (SWP3)-A detailed written plan shall be submitted in the format provided by the City and shall be reviewed in conjunction with this permit.
2. Copy of the Notice of Intent (NOI) that has been filed with ODEQ.
3. A detailed to-scale site plan that shows at a minimum the following items:
 - a. Drainage arrows of direction of the surface water flow
 - b. All inlets and outflows to the MS4
 - c. All sediment basins and/or detention ponds. Label as to whether temporary or permanent.
 - d. Area for Concrete Truck Cleanout
 - e. Location and details of all erosion control methods to be used

The Applicant shall inspect the job site on a bi-weekly basis for failures in the erosion control measures. For projects draining into an impacted creek, these inspections shall be made on a weekly basis. All erosion control measures shall be maintained and/or repaired as needed.

City Officials shall make regular inspections of the job site. A 10-day warning shall be given for any failures in the erosion control measures. After the 10-day warning period, inspections in the affected area may be stopped and/or a citation may be issued.

CERTIFICATION

All applications shall be made and signed by the owner/developer of the project. This person shall be held responsible for all erosion control activities described in the SWP3. Please check that your current address and phone number are listed on page 1 of the permit application, including your emergency contact information.

I certify under the penalty of law that I have personally examined and am familiar with the information submitted in the attached document and all supplements; and, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the submitted information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of a fine and/or civil penalty.

Name (Please Print): _____

Title: _____

Signature: _____

Date: _____

STORMWATER POLLUTION PREVENTION PLAN (SWP3)

The SWP3 is a written narrative describing the site, potential pollution sources, and how you will prevent pollution from the sources to the greatest extent possible. The City of Moore has prepared the following format for the SWP3 to address specific issues that may be unique to the City of Moore and expedite the review of the plan. Please submit your SWP3 in the following format, and include the required tables and drawings.

The following items need to be submitted concurrently with the SWP3 for review:

1. City of Moore Construction Stormwater Discharge Permit Application
2. Copy of the ODEQ NOI
3. Copy of the Erosion Control Plan, with detail sheets and standards for all structural BMPs to be used.

These items may all be included together in a bound copy of the SWP3. Please contact Mike Harlan, Stormwater Compliance Inspector, 405-793-5051, if you need additional information on the required submittals.

Part 1: Introduction. This section generally describes what your project is and how it will be handled in regards to Stormwater Quality. The introduction may only be one paragraph for simple projects, and may be longer for more complex projects.

The following items must be addressed specifically:

- a.** Who will be responsible for stormwater quality and pollution prevention, including name, address, phone number, **and fax number.**
- b.** Where the SWP3 will be located at for viewing and reference, including address.
- c.** When and how the plan will be amended and maintained to meet the changing conditions of the site.

Part 2: Site Description and Potential Contamination Sources.

This section will be a written narrative that describes the site location, topography, and possibly soil conditions, as well as listing all possible contamination sources that might be expected throughout the life of the project.

The following items must be addressed specifically:

- a. A comparison of the runoff co-efficient for pre- and post-development.
- b. Watershed information and outfalls
- c. Identify any endangered species, wetlands, or environmentally sensitive areas.
- d. Identify any Non-Storm Water Discharges and Illicit Connections
- e. Include **Table 1-Potential Contamination Sources**
- f. Include Grading Plan to an acceptable engineering scale that shows the following:
 - i. All inlets and outflows to the MS4
 - ii. All sediment basins and/or detention ponds. Label as to whether temporary or permanent.
 - iii. Area for Concrete Truck Cleanout
 - iv. Location and details of all erosion control methods to be used

Part 3: Best Management Practices. This section will describe the structural and non-structural BMPs that will be used to control stormwater pollution. The section shall include a list of Good Housekeeping measures to be taken, Preventative Maintenance, and Prohibited Activities.

The following items must be addressed specifically:

- a. Construction Entrance preparation and maintenance
- b. Concrete Truck Washout preparation and maintenance
- c. Pollution Prevention around inlets, Geary grates, flumes, etc.
- d. Include **Table 2-Stabilization Practices and Other Pollution Controls**

Part 4: Inspections, Spills and Record Keeping. This section describes the self-inspection process and record keeping, along with action items and record keeping for emergency spills and unforeseen events.

The following items must be addressed specifically:

- a. Inspections schedule and procedures during dry and wet periods (see example)
- b. Regular maintenance procedures for BMPs
- c. Maintenance procedures in event of BMP failure
- d. Corrective actions and record-keeping for spills and releases

Table 1: Potential Contamination Sources

Potential Contamination Sources	Onsite	Notes/ BMPs
Paints		
Trash		
Sediment		
Concrete Washout		
Sanitary Waste		
Pesticides		
Grease/Oils		
Glue		
Diesel		
Concrete Curing Compound		

Please fill in the table as needed. In the Notes/ BMPs section, describe the BMPs that will be put in place to limit the pollution possibility for the particular contamination source. If other sources of contamination will be onsite that are not listed, please add them above.

Table 2: Stabilization Practices and Other Pollution Controls

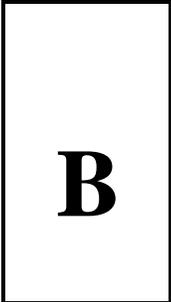
Construction and Waste Material Controls Solid Waste Management	When	Why
Roadway Cleanup Concrete Waste Management		
Solid Waste Management Dust Reduction Measures		
Concrete Waste Management Concrete Cutting Materials		
Dust Reduction Measures Paints, Stains, Solvents and Sealants		
Concrete Cutting Materials		
Paints, Stains, Solvents and Sealants		

Please fill in the table as needed. In the When section, describe the point in the construction sequence that the BMP will be put in place, also indicating if this BMP is intended to be temporary or permanent. In the Why section, describe the reason for the BMP. If other BMPs are to be used, please add them above.



City of Moore Fire Marshal
 2400 S. Fritts Blvd.
 Moore, OK 73160
 (405) 793-3473 Fax: (405) 793-5216

Building Plan Transmittal Form



This form must be completely filled out in order to process your application for plan review.

Project Name		Date	
Project Address		Occupancy Type	
Construction Type		Number of Stories	
New or Remodel		Occupant Load	
Total Square Footage	New		Remodel
Architect / Designer Information			
Architect/Designer			
E-mail Address			
Phone Number		Fax Number	

Fire Protection and Building Features			
<i>Sprinkler Required for this project</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>Fire Alarm Required for this project</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>Existing Building Currently Sprinklered</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>Existing Building Currently Has Fire Alarm</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>Fire Suppression System required for this project</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>Elevator or lift Installed as part of this project</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>Smoke Control System required for this project</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>Rational Analyses Performed</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
		<i>Special Inspection Required</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>

i: if sprinkler or alarm is required then you must fill out following forms



CITY OF MOORE

OFFICE OF THE FIRE MARSHAL

INFORMATION REQUIRED FOR FIRE SPRINKLER PLAN REVIEW, (IF APPLICABLE)

Submittal documents:

- A Plan Review Transmittal Form must be completed for every submittal. **All items must be filled in completely and accurately or plans will not be accepted.**
- Provide a key plan indicating the area of work being performed as needed. (i.e. Plans on multiple sheets)
- Provide a detailed description of the scope of the work being performed.
- All sprinkler drawings must be developed by or under the direct supervision of an Oklahoma Licensed Fire Sprinkler Manager. The state issued company license number shall be placed on all drawings. Please include the state license number on all drawings. (Oklahoma Alarm Industry Act , Statue title 59 section 1800.1 310:205-3-2)

Size and number of drawings and specifications:

- A minimum of **two** sets of paper drawings. (One for Fire Marshal's Office/ One for Job Site)
- **Two** sets of specifications. **One** set of specifications shall be submitted on CD in PDF format. An additional, third set of drawings shall be submitted on a CD in PDF format.
- All plans shall be drawn to scale and the preferred scale utilized shall be a minimum of 1/8 inch equals 1 foot.
- **An approved stamped set of plans and specifications must remain on the job site until final inspection is performed by the Fire Marshal's office. All drawings must be readily available for inspection.**

Shop Drawings:

Drawings shall be submitted for approval to the authority having jurisdiction before any equipment is installed or remodeled. Deviation from approved plans shall require permission of the authority having jurisdiction. Drawings shall be drawn to an indicated scale, on sheets of uniform size as previously indicated, with a plan of each floor, and shall show those items from the following list that pertain to the design of the system:

1. Name of owner and occupant
2. Location, including street address
3. Point of compass
4. Full height cross section, or schematic diagram, including structural member information if required for clarity and including ceiling construction and method of protection for nonmetallic piping
5. Location of partitions

Page 1 of 2

6. Location of fire walls
7. Occupancy class of each area or room
8. Location and size of concealed spaces, closets, attics, and bathrooms
9. Any small enclosures in which no sprinklers are to be installed
10. Size of city main in street and whether dead end or circulating; if dead end, direction and distance to nearest circulating main; and city main test results and system elevation relative to test hydrant
11. Other sources of water supply, with pressure or elevation
12. Make, type, model, and nominal K-factor of sprinklers including sprinkler identification number
13. Temperature rating and location of high-temperature sprinklers
14. Total area protected by each system on each floor
15. Number of sprinklers on each riser per floor
16. Total number of sprinklers on each dry pipe system, preaction system, combined dry pipe-preaction system, or deluge system
17. Approximate capacity in gallons of each dry pipe system
18. Pipe type and schedule of wall thickness
19. Nominal pipe size and cutting lengths of pipe (or center-to-center dimensions). Where typical branch lines prevail, it shall be necessary to size only one typical line
20. Location and size of riser nipples
21. Type of fittings and joints and location of all welds and bends. The contractor shall specify on drawing any sections to be shop welded and the type of fittings or formations to be used
22. Type and locations of hangers, sleeves, braces, and methods of securing sprinklers when applicable
23. All control valves, check valves, drain pipes, and test connections
24. Make, type, model, and size of alarm or dry pipe valve
25. Make, type, model, and size of preaction or deluge valve

26. Kind and location of alarm bells
27. Size and location of standpipe risers, hose outlets, hand hose, monitor nozzles, and related equipment
28. Private fire service main sizes, lengths, locations, weights, materials, point of connection to city main; the sizes, types and locations of valves, valve indicators, regulators, meters, and valve pits; and the depth that the top of the pipe is laid below grade
29. Piping provisions for flushing
30. Where the equipment is to be installed as an addition to an existing system, enough of the existing system indicated on the plans to make all conditions clear
31. For hydraulically designed systems, the information on the hydraulic data nameplate
32. A graphic representation of the scale used on all plans
33. Name and address of the sprinkler contractor and Oklahoma license number.
34. Hydraulic reference points shown on the plan that correspond with comparable reference points on the hydraulic calculation sheets

Page 2 of 2

35. The minimum rate of water application (density), the design area of water application, in-rack sprinkler demand, and the water required for hose streams both inside and outside
36. The total quantity of water and the pressure required noted at a common reference point for each system
37. Relative elevations of sprinklers, junction points, and supply or reference points
38. If room design method is used, all unprotected wall openings throughout the floor protected
39. Calculation of loads for sizing and details of sway bracing
40. The setting for pressure-reducing valves
41. Information about backflow preventers (manufacturer, size, type)
42. Information about antifreeze solution used (type and amount)
43. Size and location of hydrants, showing size and number of outlets and if outlets are to be equipped with independent gate valves. Whether hose houses and equipment are to be provided, and by whom, shall be indicated. Static and residual hydrants that were used in flow tests shall be shown
44. Size, location, and piping arrangement of fire department connections

The shop drawing submittal shall include the manufacturer's installation instructions for any specially listed equipment, including descriptions, applications, and limitations for any sprinklers, devices, piping, or fittings.

All other fire suppression systems, sub-components and devices such as fire pump Installation, hood suppression systems, clean agent systems, foam-water extinguishing or water mist systems shall be submitted with the minimum information required as outlined in the corresponding NFPA Standards.

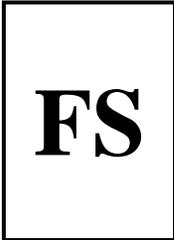
It is important to remember that no work shall begin until an approved set of plans and a fire sprinkler permit are on the site at the facility.

Any changes, modifications, addendums, and/or supplemental instructions to the approved set of plans after date of approval will require an approval through the Fire Marshal's Office.



City of Moore Fire Marshal

2400 S. Fritts Blvd.
 Moore, OK 73160
 (405) 793-3473 Fax: (405) 793-5216



Fire Sprinkler Plan Review Transmittal Form

(Must be filled out if applicable)

Project Name		Date	
Project Address		Occupancy Type	
Construction Type		Number of Stories	
Footprint/Total Square footage		Occupant Load	
Fire Sprinkler Designer		Phone Number	
Fax Number		Email Address	
Individuals Sprinkler License Number			
Alarm Installed	Yes <input type="checkbox"/> No <input type="checkbox"/>	Suppression Installed	Yes <input type="checkbox"/> No <input type="checkbox"/>
Dry System or Preaction System Installed	Yes <input type="checkbox"/> No <input type="checkbox"/>	Elevator Installed	Yes <input type="checkbox"/> No <input type="checkbox"/>

I, the undersigned, am submitting all items required for review of fire suppression to the City of Moore Fire Marshal's Office.

_____ Representing _____ Company License # _____
Submitter Name Alarm Company Name

I wish to pick the reviewed plans up at the Fire Marshal's Office upon completion.
(Plans must be picked up within ten (10) days of contact)
 Please contact _____
 at the following phone number _____

Please mail reviewed plans to the following address (Postage paid envelope or packaging must be provided):

Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____



CITY OF MOORE

OFFICE OF THE FIRE MARSHAL

INFORMATION REQUIRED FOR FIRE ALARM PLAN REVIEW, (IF APPLICABLE)

Submittal documents:

- A Plan Review Transmittal Form must be completed for every submittal. **All items must be filled in completely and accurately or plans will not be accepted.**
- Provide a key plan indicating the area of work being performed as needed. (i.e. Plans on multiple sheets)
- Provide a detailed description of the scope of the work being performed.
- Provide the state issued company license number on all drawings.
All fire alarm drawings must be developed by or under the direct supervision of an Oklahoma Licensed Fire Alarm Manager. (Oklahoma Alarm Industry Act, Statue title 59 section 1800.1 310:205-3-2)

Size and number of drawings:

- A minimum of **two** sets of paper drawings. (One for Fire Marshal's Office / One for Job Site)
Two sets of specifications. **One** set of specifications shall be submitted on CD in PDF format.
- An additional set of drawings shall be submitted on a CD in PDF format.
- All plans shall be drawn to scale and the preferred scale utilized shall be a minimum of 1/8 inch equals 1 foot.
- **An approved stamped set of plans and specifications must remain on the job site until final inspection is performed by the Fire Marshal's office. All drawings must be readily available for inspection.**

Shop Drawings: All drawings that contain multiple pages shall have the pages properly fastened together in the correct order.

All shop drawings should include the following information:

1. Name of owner and occupant
2. Location, including street address
3. Device legend
4. Date
5. Oklahoma alarm license number
6. If tying into an existing system, any information pertaining to existing fire alarm systems.
 - Floor plan drawings
 - Riser diagrams (except for systems in single-story buildings)
 - Control panel wiring diagrams ○ Point-to-point wiring diagrams ○ Typical wiring diagrams as described below ○ A scope of work for the project.

Floor plan drawings should be drawn to an indicated scale and should include the following information:

1. Floor identification
2. Point of compass
3. Graphic scale
4. All walls and doors
5. All partitions extending to within 0.5 m (18 inches) of the ceiling
6. Room descriptions
7. Fire alarm device/component locations
8. Locations of fire alarm primary power connection(s)
9. Locations of monitor/control interfaces to other systems or building controls
10. Riser locations
11. Point to point wiring diagrams and end of line devices
12. Battery calculations illustrating standby power and notification appliance circuit voltage drop calculations.

Fire alarm system riser diagrams should include the following information:

1. General arrangement of the system, in building cross-section
2. Number of risers
3. Type and number of circuits in each riser
4. Type and number of fire alarm system components/devices on each circuit, on each floor or level

Control panel wiring diagrams should be provided for all control equipment (i.e., equipment listed as either a control unit or control unit accessory), power supplies, battery chargers, and annunciators and should include the following information:

1. Identification of the control equipment depicted
2. Location(s) (fire alarm or remote annunciators should be located within ten feet of the main fire department access.)
3. All field wiring terminals and terminal identifications
4. All circuits connected to field wiring terminals, and circuit identifications
5. All indicators and manual controls, including the full text of all labels
6. All field connections to supervising station signaling equipment, releasing equipment, and fire safety control interfaces

Approval of shop drawings is not intended to imply waiver or modification of any requirements of the State Laws or Rules, International Fire Code, the NFPA 72 Code or any other applicable criteria.

It is important to remember that no work shall begin until an approved set of plans and a fire alarm permit are on the site at the facility.

Any changes, modifications, addendums, and/or supplemental instructions to the approved set of plans after date of approval will require an approval through the Fire Marshals Office.



City of Moore Fire Marshal

2400 S. Fritts Blvd.
 Moore, OK 73160
 (405) 793-3473 Fax: (405) 793-5216



Fire Alarm Plan Review Transmittal Form

Must be filled out if applicable

Project Name		Date	
Project Address		Occupancy Type	
Construction Type		Number of Stories	
Footprint/Total Square footage		Occupant Load	
Fire Alarm Designer		Phone Number	
Fax Number		Email Address	
Individuals Alarm License Number			
Sprinkler Installed	<i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/>	Suppression Installed	<i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/>
Voice Evacuation	<i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/>	Elevator Installed	<i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/>

I, the undersigned, am submitting all items required for review of fire suppression to the City of Moore Fire Marshal's Office.

_____ Representing _____ Company License # _____
Submitter Name Alarm Company Name

- I wish to pick the reviewed plans up at the Fire Marshal's Office upon completion. **(Plans must be picked up within ten (10) days of contact.**

Please contact _____ at the following phone number _____

- Please mail reviewed plans to the following address (Postage paid envelope or packaging must be provided):

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

SECTION 12-633 - ACCESSORY SIGN REGULATIONS.

A. For purposes of this code, an accessory sign is defined as any advertising device which identifies or displays information concerning the proprietor of the business conducted on the premises, or directs attention to an activity, service or products sold or offered on the premises on which the sign is located.

B. The maximum display area for freestanding signs shall not exceed two hundred (200) square feet per side, except that any such sign located within the I-35 corridor defined in the Plan 21 Land Use Map shall have a maximum display area of three hundred (300) square feet per side.

C. One freestanding pole sign per street frontage shall be permitted; provided, that an additional sign location shall be permitted for each additional two hundred (200) feet of frontage in excess of the first three hundred (300) feet of frontage on each street.

D. The maximum height shall be forty (40) feet above grade level; provided, a maximum height of sixty-five (65) feet shall be permitted for signs located in commercial zones which lie within the I-35 corridor, defined in the Plan 21 Land Use Map. A minimum clearance of fourteen (14) feet above any driveway or service drive shall be maintained.

E. Portable signs shall be subject to the following regulations:

1. A portable sign is defined as a sign designed to be movable from one location to another and not permanently attached to the ground or to any immobile structure; and shall include signs commonly referred to as A-Frame, Sandwich and Swinger Signs, which are in the shape of an A, spring mounted on a fixed base, or some variation thereof, located on the ground, but not otherwise attached thereto;

2. Portable signs shall not be lighted;

3. Portable signs shall not be placed in the street right-of-way, nor shall they be located so as to cause a sight distance problem at any street or driveway;

4. No more than one portable sign per occupant or business shall be permitted;

5. Portable signs shall be kept in good repair and shall be removed if they fall into disrepair.

(Prior Code, Sec. 6-190, in part; Ord. No. 133(95), 2/2/96; Ord. No. 251(99), 4/15/99)

- **SECTION 12-634 - MAINTENANCE.**

All nonaccessory signs shall be maintained in good and safe structural condition. The painted portions shall be periodically repainted and kept in good condition.

(Prior Code, Sec. 6-190, in part)

- **SECTION 12-635 - STRUCTURAL REQUIREMENTS.**

Signs and sign structures shall be designed and constructed to resist wind forces as specified in this section. All bracing systems shall be designed and constructed to transfer lateral forces to the foundations. For signs on buildings, the dead and lateral loads shall be transmitted through the structural frame of the building to the ground in such a manner as not to overstress any of the elements thereof.

(Prior Code, Sec. 6-190, in part)

- **SECTION 12-636 - WIND LOADS.**

Signs and sign structures shall be designed and constructed to resist wind forces as specified in the building code or applicable engineering principles approved by the city engineer.

(Prior Code, Sec. 6-190, in part)

- **SECTION 12-637 - ALLOWABLE STRESSES.**

The design of wood, concrete or steel members shall conform to the requirements of the building code. Loads, both vertical and horizontal, exerted on the soil shall not produce stresses exceeding those specified in the building code. *(Prior Code, Sec. 6-190, in part)*

- **SECTION 12-638 - CONSTRUCTION.**

Signs and sign structures shall be securely built, constructed and erected in conformance with the requirements of this article.

(Prior Code, Sec. 6-190, in part)

- **SECTION 12-639 - LOCATION.**

Supports for signs or sign structures shall not be placed in or upon public rights-of-way or public easements.

(Prior Code, Sec. 6-190, in part)

- **SECTION 12-640 - MATERIALS.**

Materials of construction for signs and sign structures shall be of the quality and grade as specified for buildings in the building code. Plastic materials shall be those specified in the building code standards, which have a flame spread rating of two hundred twenty-five (225) or less and a smoke density not greater than that obtained from burning of untreated wood under similar conditions when tested in the way intended for use. The products of combustion shall be no more toxic than the burning of untreated wood under similar conditions. *(Prior Code, Sec. 6-190, in part)*

- **SECTION 12-641 - RESTRICTIONS OF COMBUSTIBLE MATERIALS.**

All sign structures which are erected in the fire limits shall have structural members of heavy timber or incombustible material. No combustible materials other than approved plastic shall be used in construction of electric signs. *(Prior Code, Sec. 6-190, in part)*

- **SECTION 12-642 - NONSTRUCTURAL TRIM.**

Nonstructural trim may be of wood, metal, approved plastic or any combination thereof. *(Prior Code, Sec. 6-190, in part)*

- **SECTION 12-643 - ANCHORAGE.**

Members supporting unbraced signs shall be so proportioned that the bearing loads imposed on the soil in either direction, vertical or horizontal, shall not exceed safe values. Braced ground signs shall be anchored to resist specified wind loads acting in any direction. Anchors and supports shall be designed for safe bearing loads on the soil for effective resistance to a depth of not less than three (3) feet. Anchors and supports shall be guarded and protected when near driveways, parking lots or similar locations where they could be damaged by moving vehicles. *(Prior Code, Sec. 6-190, in part)*

- **SECTION 12-644 - DISPLAY SURFACES.**

Display surfaces in all types of signs may be made of metal or other approved materials. *(Prior Code, Sec. 6-190, in part)*

- **SECTION 12-645 - APPROVED MATERIALS.**

The building official shall require that sufficient technical data be submitted to substantiate the proposed use of any materials; and if it is determined that the evidence is satisfactory for the use intended, he shall approve its use. *(Prior Code, Sec. 6-190, in part)*

- **SECTION 12-646 - NONACCESSORY DIRECTIONAL AND INFORMATIONAL SIGNS.**

A. The display surface of a nonaccessory directional or information sign shall contain no more than directions to or information relative to public and semipublic purposes. Advertising copy of any kind is prohibited.

B. Erection, construction, or maintenance of nonaccessory directional and informational signs shall be in compliance with any setback requirements or established building line as required by other city ordinances. The use by any governmental agency of these sign types to display items of public information is not included in this regulation.

C. The erection, construction, or maintenance of nonaccessory directional or informational signs on the roof of any building is prohibited.

D. The location of nonaccessory directional and informational signs shall not be nearer than three hundred (300) feet from any other nonaccessory directional or informational sign with a similar message. *(Prior Code, Sec. 6-190, in part)*

- **SECTION 12-390 - PARKING REQUIREMENTS.**

A. These regulations provide that adequate parking, loading, and maneuvering facilities will be a part of all land uses within the city. These regulations establish standards and review procedures intended to assure that the demand created by each land use will be satisfied by facilities that are functionally adequate and aesthetically pleasing.

B. Off-street parking or loading space shall be a part of the required open space associated with the permitted use and shall not be reduced or encroached upon in any manner.

C. Permanent off-street parking and area in the amount specified by this section for each use shall be provided at the time of the erection of any building, or at the time any principal building is enlarged or increased, in the amount required for the enlargement or increase in capacity by adding dwelling units, guest rooms, seats, or floor area; or before conversion from one type of use or occupancy to another.

D. Use of right-of-way prohibited.

1. No portion of any required off-street space shall occupy or use any public street, right-of-way, alley, or other public property.

2. Parking spaces which use any street, or public right-of-way as a direct means of access without the intermediate use of service aisles and entrances of at least the minimum standards specified by this section shall be prohibited. A public alley shall not be the only public right-of-way area permitted for maneuvering space to reach a required parking stall.

E. The off-street parking lot shall be located within two hundred (200) feet, exclusive of street and alley widths, of the principal land use.

F. Whenever two (2) or more uses are located together in a common building, shopping center, or other integrated building complex, the parking requirements may be complied with by providing a permanent common parking facility, cooperatively established and operated, which contains the requisite number of spaces for each use. The total number of spaces provided shall not be less than the sum of the individual requirements. Spaces provided for permanent residents of dwellings shall be clearly designated and separated from spaces provided for employees, customers and service.

G. The land upon which the off-street parking is located shall be owned or controlled by the same entity which owns or controls the land on which the principal use is located.

H. A required off-street parking space shall be at least nine (9) feet in width and at least eighteen (18) feet in length exclusive of access drives or aisles, and conform to the following:

1. All maneuvering, except parallel parking, shall be designed so that a vehicle may enter an off-street parking space in one (1) forward motion and may exit in one (1) reverse and one (1) forward motion;

2. Circulation within a parking area shall be designed so that a car entering the parking area need not enter a street to reach another aisle;

3. All required parking spaces shall be clearly outlined on the surface of the lot with paint or other easily distinguishable material;

4. Handicapped parking shall conform to all requirements of this code and A.N.S.I. Code;

5. Minimum one-way service aisles shall be fourteen (14) feet wide. Minimum two-way service shall be twenty-four (24) feet wide.

I. On any corner lot formed by two (2) intersecting streets, no parking shall be permitted, and no wall, fence, sign, structure or plant growth shall have a height in excess of three (3) feet above the elevation of the crown of the adjacent roadway. Surface shall be maintained in a triangle formed by measuring a distance of thirty (30) feet along the said front and side lot lines, from their point of intersection, and connecting the points so established to form a triangle on the area of the lot adjacent to the street intersection.

J. Handicapped Parking.

1. Parking spaces for vehicles with handicapped drivers shall be per the following Table 1:

Table 1

Total Parking in Lot	Required Number of Accessible Spaces
Up to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
310 to 400	8
401 to 500	9
501 to 1000	2% of total
Over 1000	20 plus 1 for each 100 over 1000

2. The size of a parking space for vehicles with handicapped drivers shall be a minimum of twelve and one-half (12½) feet by eighteen (18) feet.

K. Off-street parking facilities shall be provided in all districts in accordance with the schedule found in Table 2. For any use not accounted for in the table, the Community Development Director shall make a determination of the parking demand to be created by the proposed use, and the amount of parking this determined shall be the off-street parking requirements for the permitted use. This decision can be appealed to the Planning Commission.

Table 2

Agriculture Use Unit Classifications	
Agricultural Processing: Limited	Director Approval
Agricultural Processing: General	Director Approval
Animal Raising: Personal	Director Approval
Animal Raising: Commercial	Director Approval
Animal Waste Processing: Limited	Director Approval
Horticulture	See Table 3, Retail, for building area (exclusive of Greenhouse); for Greenhouse, see Table 3, Warehouse
Row and Field Crops	Director Approval
Residential Use Unit Classifications	
Single-Family Detached Residential	2 spaces per dwelling unit
Two-Family Attached Residential	2 spaces per dwelling unit
Townhouse	2 spaces per dwelling unit
Multifamily Residential:	
Efficiency and 1 Bedroom	1.5 spaces per dwelling unit
Two or More Bedrooms	2 spaces per dwelling unit
Manufactured Home Residential	2 spaces per dwelling unit
Group Residential	Director Approval
Public and Quasi-Public Use Unit Classifications	
Public Service or Utility: Light	Director Approval
Public Service or Utility: Moderate	Director Approval

Public Service or Utility: Heavy	Director Approval
Sanitary Landfill	Director Approval
Hazardous Waste Disposal	Director Approval
Low Impact Institutional-Neighborhood Related:	
Elementary School	1 space per <u>10</u> classrooms seat
Churches, Temples, Synagogues	1 space per 3 seats in the major place of assembly
Moderate Impact Institutional:	
Junior High Schools	1 space per <u>10</u> classroom seats
High Schools	1 space per <u>4</u> classroom seats
Fraternal Organizations	1 space per 100 square feet of floor area used for assemble or recreation
High Impact Institutional	
General College and University	1 space per <u>4</u> classroom seats
Vocational Schools	1 space per 2 classroom seats
Hospitals and Sanitariums	2 spaces per bed + 1 space per 500 square GFA of emergency room and outpatient care (where such care is specifically provided)
Cultural Exhibits	1 space per 400 square feet of GFA
Library Services and Community Centers:	
Libraries	1 space per 300 square feet of GFA
Community Centers	1 space per 300 square feet of GFA
Community Recreation-Restricted:	
Golf Course	5 spaces per green + 1 space per 200 square feet GFA of public building area

Swim Centers	1 space per 150 square feet of pool surface area and accessory area
Game Courts: Tennis, Squash, Racquetball, Handball	5 spaces per court
Playgrounds, Playfield, Public Park	Director Approval
Community Recreation-General:	
Golf Courses	5 spaces per green
Clubhouses	1 space per 100 square feet GFA
Swim Centers	1 space per 150 square feet of pool area
Game Courts: Tennis, Squash, Racquetball, Handball	5 spaces per court
Playgrounds, Playfield, Marina, Boat Dock, Public Park	Director Approval
Group Care Facility	Director Approval
Community-Based Care Facility	Director Approval
Commercial Use Unit Classifications	
Administrative and Professional Office	See Table 3, Office
Agricultural Supplies and Services	See Table 3, Retail
Alcoholic Beverage Sales	See Table 3, Retail
Animal Sales and Services: Auctioning	See Table 3, Retail
Animal Sales and Services: Grooming	See Table 3, Retail
Animal Sales and Services: Horse Stables	Directed Approval
Animal and Sales and Services: Kennels and Veterinary Sales, Restricted	See Table 3, Retail

Animal and Sales and Services: Kennels and Veterinary Sales, General	See Table 3, Retail
Automotive and Equipment: Light	1 space per 150 square feet GFA: 5 spaces minimum (Interior bays may be counted toward meeting this requirement)
Automotive and Equipment: Heavy	1 space per 150 square feet GFA: 5 spaces minimum (Interior bays may be counted toward meeting this requirement)
Automotive Sales and Rentals: Light:	
For Showroom Area	See Table 3, Retail
For Outside Lot	1 space per 5,000 square feet
For Service Area and Body Shop	See Automotive and Equipment: Light
Automotive and Equipment Sales and Rentals: Heavy:	
For Showroom Area	See Table 3, Retail
For Outside Lot	1 space per 5,000 square feet
For Service Area and Body Shop	See Automotive and Equipment: Heavy
Automotive and Equipment: Storage	Director Approval
Building Maintenance Service	See Table 3, Retail
Business Support Services	See Table 3, Office
Child Care Center	1 space per <u>10</u> children enrolled + 1 space per 2 employees and 1 space per vehicle used in the operation of the center
Adult Day Care Center	A base of 3 parking spaces for staff + 2 spaces for the first 8 participants, plus an additional 1 space for each additional 8 participants over the first shall be required
Communications Services: Limited Tower Operations.	See Table 3, Office
Communications Services: Towers	Not Applicable
Construction Sales and Services	

For Showroom Area	See Table 3, Office
For Outside Lot	See Table 3, Warehousing (substitute lot area for GFA)
Convenience Sales and Services	See Table 3, Retail
Drinking Establishments: Sit-Down, Alcoholic Beverages and Lot-Point Beer Permitted	A minimum of 12 spaces plus 1 space per 100 square feet GFA
Eating Establishments: Drive-In	A minimum of 12 spaces plus 1 space per 100 square feet GFA, excluding cold storage
Eating Establishments: Fast Foods	A minimum of 12 spaces plus 1 space per 100 square feet GFA, excluding cold storage
Eating Establishments: Sit-Down	1 space per 100 square feet GFA
Food and Beverage Retail Sales	See Table 3, Retail
Food and Beverage Retail Sales: Temporary or Seasonal	Director Approval
Funeral and Interment Services: Animal	1 space per four seats in chapel and 1 space per 300 square feet of nonassembly area within building
Funeral and Interment Services: Burial	1 space per four seats in chapel and 1 space per 300 square feet of nonassembly area within building
Funeral and Interment Services: Undertaking	1 space per four seats in chapel and 1 space per 300 square feet of nonassembly area within building
Gasoline Sales: Light	See Table 3, Retail (for spaces in addition to adequate queuing and access space)
Gasoline Sales: General	Director Approval
Health Clubs	See Table 3, Retail
Laundry Services	See Table 3, Retail
Manufactured Housing and Trailers: Sales and Rentals:	

For Showroom Area	See Table 3, Retail
For Outside Lot	See Table 3, Warehousing (substitute lot area for GFA)
For Service Area and Body Shop	See Table 3, Industrial and Manufacturing
Medical Services: Restricted	The greater of either <u>7</u> spaces per doctor on duty and 2 spaces per 3 employees or that which is required in Table 3, Offices
Medical Services: General	The greater of either <u>7</u> spaces per doctor on duty and 2 spaces per 3 employees or that which is required in Table 3, Retail
Participant Recreation and Entertainment: Indoor	
Bowling Alleys	5 spaces per lane
Billiard Parlors	See Table 3, Retail
Dance Halls	1 space per 50 square feet of club area and 1 space per 100 square feet of remaining GFA
Skating Rinks	Director Approval
Arcades	See Table 3, Retail
Theatres	1 space per 3 seats
Participant Recreation and Entertainment: Indoor, Alcoholic Beverages and Low-Point Beer Permitted	
Bowling Alleys	5 spaces per lane
Billiard Parlors	See Table 3, Retail
Dance Halls	1 space per 50 square feet of club area and 1 space per 100 square feet of remaining GFA
Skating Rinks	Director Approval
Arcades	See Table 3, Retail
Theatres	1 space per 3 seats

Participant Recreation and Entertainment: Outdoor	Director Approval
Personal Services: Restricted	See Table 3, Office
Personal Services: General	See Table 3, Office
Personal Storage	1 space per 5,000 square feet of storage area
Repair Services: Consumer	See Table 3, Retail
Research Services	See Table 3, Office
Retail Sales and Services: General	See Table 3, Retail
Retail Sales and Services: Adult Entertainment	See Table 3, Retail
Retail Sales and Services: Outdoor Swap Meets	Director Approval
Spectator Sports and Entertainment: Restricted	Director Approval
Spectator Sports and Entertainment: General	Director Approval
Spectator Sports and Entertainment: High Impact	Director Approval
Tourist Accommodations: Campgrounds	Director Approval
Tourist Accommodations: Lodgings	1 space per rental + 1 space per 200 square feet GFA of restaurant area (including kitchen) + 1 space per 100 square feet GFA of club area (excluding office and meeting rooms) + 1 space per 200 square feet for any retail area
Industrial Use Unit Classifications	
Custom Manufacturing	See Table 3, Manufacturing and Industrial
Light Industrial: Restricted	See Table 3, Manufacturing and Industrial
Light Industrial	See Table 3, Manufacturing and Industrial

Moderate Industrial	See Table 3, Manufacturing and Industrial
Heavy Industrial	See Table 3, Manufacturing and Industrial
Hazardous Industrial	See Table 3, Manufacturing and Industrial
Scrap Operations	1 space per 15,000 square feet of outdoor storage area
Wholesaling, Storage and Distribution: Restricted	See Table 3, Warehousing
Wholesaling, Storage and Distribution: General	See Table 3, Warehousing (substitute total site area for GFA)
Transportation Use Unit Classifications	
Transportation Facilities: Passenger	Director Approval
Transportation Facilities: Freight, Restricted	See Table 3, Warehouse + supplementary parking for tractors and trailers as needed
Transportation Facilities: Freight, General	Director Approval
Transportation Facilities: Aircraft	Director Approval
Extractive Use Unit Classifications	
Mining and Processing: Mineral and Raw Materials	3 spaces per employee on largest shift
Mining and Processing: Oil and Gas	3 spaces per employee on largest shift

TABLE 3
Notes for TABLE 3:

1. For mixed uses containing any combination of retail, office, manufacturing and industrial, or warehousing activity, parking requirements shall be tabulated separately for each use within the development using the list of specific standards or Table 3. When types of uses are not known at the time of development, then the Directory shall make the determination as to the type of parking, i.e., retail, which will be required. Mixed uses regulated under separate parking requirements shall not be combined to achieve a larger square footage total that would result in a reduced parking requirement. Where any part of a mixed use is converted to another use category then the parking requirements shall be recalculated based on the new square footage.
2. Where a Manufacturing and Industrial use has more than one working shift of employees, parking facilities shall be adequate to accommodate overlap requirements during transition periods.

3. Where a multiple purpose retail or industrial building is proposed to be occupied by a use which can be demonstrated by the occupant to require less parking than the standards contained herein, the Director may permit paving of a smaller parking area to meet the estimated need; provided, however, that the balance of the land required by these regulations shall be held in reserve as an unpaved area to meet future needs generated by an expansion of the business or a change in land use.

TABLE 3

Retail	For the First 5,000 Sq. Ft.	From 5,001-12,000 Sq. Ft.	From 12,001-30,000 Sq. Ft.	From 30,001-50,000 Sq. Ft.	Over 50,000 Sq. Ft. GLA
	1 space/150 Sq. Ft. GLA	1 space/200 Sq. Ft. GLA	1 space/225 Sq. Ft. GLA	1 space /250 Sq. Ft. GLA	1 space/300 Sq. Ft. GLA
Office	For the first 12,000 Sq. Ft. GLA	From 12,001-48,000 Sq. Ft. GLA	From 48,001-100,000 Sq. Ft. GLA	Over 100,000 Sq. Ft. GLA	
	1 space/250 Sq. Ft. GLA	1 space/300 Sq. Ft. GLA	1 space/350 Sq. Ft. GLA	1 space/350 Sq. Ft. GLA	
Manufacturing and Industrial	For the first 20,000 Sq. Ft. GLA	Over 20,000 Sq. Ft. GLA			
	1 space/500 Sq. Ft. GFA	1 space/1000 Sq. Ft. GFA			
Warehousing	For the first 20,000 Sq. Ft. GLA	Over 20,000 Sq. Ft. GLA			
	1 space/1000 Sq. Ft. GFA	1 space/5000 Sq. Ft. GFA			

GLA = Gross Leasable Area
GFA = Gross Floor Area

Table 3

L. All parking spaces shall be paved with a sealed surface pavement and maintained in a manner that no dust will result with continued use.

M. Whenever off-street parking lots for more than six (6) vehicles are to be located within or adjacent to a residential district, the following provisions shall apply:

1. All sides of the lot within or abutting the residential district shall be enclosed with an opaque ornamental fence, wall or dense evergreen hedge having a height of not less than five (5) or six (6) feet. Such fence, wall or hedge shall be maintained in good condition;
2. No parking shall be permitted within a front yard setback line established fifteen (15) feet back of the property line of interior and corner lots wherever the parking lot is located in a residential district or immediately abuts the front yard of a residential unit. In all other cases, no setback is required;
3. All yards shall be landscaped with grass and shrubs and maintained in good condition the year round;
4. Driveways used for ingress and egress shall be confined to and shall not exceed twenty-five (25) feet in width, exclusive of curb returns;
5. All of the lot used for parking and driveway purposes shall be paved with a sealed surface pavement and maintained in such a manner that no dust will be produced by continued use;
6. Whenever lighting is provided, the intensity of light and arrangement of reflectors shall be such as not to interfere with residential district uses; and
7. No sign of any kind shall be erected except information signs used to guide traffic and to state the condition and terms of the use of the lots. Only non-intermittent white lighting of signs shall be permitted.

(Prior Code, App. B, Sec. 16-97 thru 104; Ord. No. 296(00), 11/20/00)

• SECTION 12-396 - MISCELLANEOUS AESTHETIC REQUIREMENTS.

The following requirements are intended to provide guidelines for construction of metal buildings when utilized as the primary structure in zoning districts RE & R-1 through R-4 and C-1 through C-6:

1. If a metal building is utilized for the primary structure on a lot in a C-1 through C-4 zoning district, or any lot which fronts the I-35 Corridor (any lot within six hundred sixty (660) feet of the centerline of the I-35 right-of-way), seventy five (75) percent of the structure must be covered with brick or rock veneer, or a material approved by the Community Development Director satisfying the intent of this ordinance, excluding windows and doorways.
2. If a metal building is utilized for the primary structure in a C-5 or C-6 zoning district or for the non-residential primary structure in a R-1 through R-4 zoning district, at least fifty (50) percent of the facade(s) of the structure facing a public street must be covered with brick or rock veneer, or a material approved by the Community Development Director satisfying the intent of this ordinance, excluding windows and doorways.
3. If a metal building is utilized for the residential dwelling structure in a R-1 through R-4, or RE zoning district, at least fifty (50) percent of the facade(s) of the structure must be covered with brick or rock veneer, or a material approved by the Community Development Director satisfying the intent of this ordinance, excluding windows and doorways. No portion of exterior facade of the structure shall be covered with metal siding. *(Ord. No. 226(98), 4/6/98; Ord. No. 296(00), 11/20/00; Ord. No. 306(01), 2/5/01; Ord. No. 368(02), 5/20/02)*

- **SECTION 12-450 - PURPOSE AND INTENT OF LANDSCAPING REQUIREMENTS.**

The purpose of this article is to establish standards for installation of landscaping in all new development and redevelopment areas in order to enhance the aesthetic appearance of properties within the City, ensure the quality, quantity, and appropriateness of landscape materials, effect a functional and attractive design, improve compatibility between land uses, conserve water, control soil erosion, and preserve the character of existing neighborhoods.

(Ord. No. 10(92), 1/6/92; Ord. No. 296(00), 11/20/00)

- **SECTION 12-451 - LANDSCAPING REQUIRED.**

Landscaping, as required herein, shall be provided for all new multi-family, civic, office, commercial, and industrial construction in the city. Landscaping shall also be provided for any addition to an existing multi-family, civic, office, commercial, or industrial use if the proposed addition increases the size of the existing structure by at least fifty (50) percent.

(Ord. No. 10(92), 1/6/92; Ord. No. 296(00), 11/20/00)

- **SECTION 12-452 - DEFINITIONS.**

A. As used in this article:

1. "Caliper" means the diameter of a tree measured six (6) inches above the ground.
2. "Shrub" means a woody plant, smaller than a tree, consisting of several small stems from the ground or small branches near the ground; may be deciduous or evergreen.
3. "Tree" means a large, woody plant having one or several self-supporting stems or trunks and numerous branches, which normally grows to a minimum height of fifteen (15) feet in Cleveland County. May be classified as deciduous or evergreen.

(Ord. No. 10(92), 1/6/92; Ord. No. 296(00), 11/20/00)

- **SECTION 12-453 - LANDSCAPING STANDARDS.**

A. The requirements of this section shall apply to all land uses other than a single-family or two-family residence on a single lot.

1. No less than five (5) percent of the total land area of the site (excluding the street right-of-way) shall be landscaped. At least seventy-five (75) percent of the landscaped area shall be in the front or side yards;
2. There shall be one (1) live tree having a minimum height of five (5) feet, and two (2) shrubs provided for every four hundred (400) square feet of area to be landscaped, including the street right-of-way;
3. Trees shall have a minimum caliper of at least two (2) inches;
4. Credit for existing or newly planted larger trees (outside of the street right-of-way) that are larger than the minimum required size shall be given as follows:
 - a. A healthy tree of at least three (3) inch caliper and less than eight (8) inch caliper shall count for two (2) trees;
 - b. A healthy tree of at least eight (8) inch caliper shall count for three (3) trees;

5. Artificial grass or any form of synthetic plant shall not be permitted as part of the minimum requirements for landscaped areas;
6. The use of gravel as ground cover shall not be considered as meeting the minimum requirements of this section;
7. The property owner shall be responsible for landscaping the unpaved street right-of-way. This area shall not be hard surfaced other than a permitted drive way or sidewalk;
8. The area within the boundaries of a given lot which is devoted to and consists of plant material, vines and other groundcovers, planters, brick, stone, natural forms, water forms, aggregate or other inorganic features, but not including the use of smooth concrete or asphalt; provided however, that the use of brick, stone, aggregate or other inorganic materials shall not predominate over the use of the organic plant materials;
9. Trees shall not be planted in the street right-of-way except by special approval from the Community Development Director;
10. Trees and shrubs planted within the City of Moore should be selected due to their ability to respond to the environmental conditions within Moore. The factors to be considered in tree selection are soil conditions in relation to growth, the tree's ability to cope with the climate, and its survival rate as an urban tree. Low maintenance, a moderate growth rate, and aesthetic quality should also be considered. Contact the Community Development Department for a list of suitable trees.

(Ord. No. 10(92), 1/6/92; Ord. No. 296(00), 11/20/00)

- **SECTION 12-454 - LANDSCAPING PLANS.**

A. The requirements of this section shall apply to all land uses other than a single-family or two-family residence on a single lot.

1. A landscaping plan is required and submitted as part of the site plan as submitted for a building permit. This plan shall show detailed landscaped treatment of any area to be landscaped, including the street right-of-way. If landscaping is to be used as sight-proof screening, the entire plan may be contained in one submission. The plan shall meet the following requirements:
 - a. The type of plant shall be designated with plant lists or schedules showing the required and proposed landscaping;
 - b. Existing vegetation to be saved shall be identified;
 - c. The plan shall especially respect sight triangles and sight distances at all intersections;
 - d. Landscaping should be evenly spaced throughout the site so as to balance the effect of the landscaping;
2. No building permit shall be issued until the landscaping plan is approved;
3. A certificate of occupancy for any use shall not be issued until the landscaping has been installed in accordance with the plan; and it shall be illegal for any person, firm, or corporation to occupy or operate a business in any new structure for which landscaping, as shown by the plans, is not provided; except that if a structure and all site improvements are complete except for these landscaping requirements and the season of the year will not permit the planting and growing of plants, temporary occupancy permit may be permitted by the Director until a date certain in the growing season. If the landscaping has not been completed by said date, the property owner shall be in violation of this code or a temporary extension may be obtained as approved by the Director for a period not to exceed one (1), thirty (30) day period.

(Ord. No. 10(92), 1/6/92; Ord. No. 296(00), 11/20/00)

- **SECTION 12-455 - OTHER REQUIREMENTS FOR LANDSCAPED AREAS.**

A. The following requirements shall apply to all landscaped areas:

1. The property owner in all zoning districts shall be responsible for landscaping the area within the street right-of-way line and the curb line. This area shall not be hard surface other than a permitted driveway or sidewalk;
2. Plants shall be grouped according to similar water needs;
3. Plants shall not interfere with safe sight distances or otherwise block vehicular, bicycle or pedestrian traffic, or conflict with the installation, maintenance, or repair on any public utility;
4. A planting area a minimum of eighteen (18) inches in width shall separate a building from a driveway or parking area as feasible;
5. A minimum of ten (10) foot wide landscape strip shall be provided between any parking lot designed or intended to accommodate seven (7) cars or more and any Lot Frontage of the property on which the parking lot is located, unless the parking area is otherwise screened from the street by a building or other means;
6. A minimum of ten (10) foot wide landscape strip shall be provided between any vehicular loading area and any Lot Frontage of the property on which the loading area is located, unless the parking area is otherwise screened from the street by a building or other means.

(Ord. No. 10(92), 1/6/92; Ord. No. 296(00), 11/20/00)

- **SECTION 12-456 - PARKING LOT LANDSCAPING.**

A. Landscaping in all commercial and residential parking lots shall be as follows:

1. Parking lots shall be separated from street frontages and from abutting uses by planting areas;
2. A minimum of ten (10) foot wide landscape strip shall be provided between any parking lot designed or intended to accommodate seven (7) cars or more and any Lot Frontage of the property on which the parking lot is located, unless the parking area is otherwise screened from the street by a building or other means;
3. A minimum of ten (10) foot wide landscape strip shall be provided between any vehicular loading area and any Lot Frontage of the property on which the loading area is located, unless the vehicular loading area is otherwise screened from the street by a building or other means;
4. One deciduous shade tree shall be provided within the parking lot for every seven (7) parking spaces, or portion thereof. Each tree shall be located within the parking lot in reasonable proximity to the spaces for which the tree was required. Trees provided to meet the minimum requirements of any landscape strip or Buffer may not be counted toward this requirement;
5. Tree planting areas shall be no less than eight (8) feet in width and shall provide at least 100 square feet of planting area per tree. No tree shall be less than two and one-half (2½) feet from the edge of pavement or back of curb; if curbing is not provided around the tree planting area, curb stops shall be placed such that vehicles will not overhang the tree planting area;
6. A landscaping island shall be located at the end of every parking bay between the last parking space and an adjacent travel aisle or driveway. The island shall be no less than eight (8) feet wide for at least one-half the length of the adjacent parking space. The island shall be planted in trees, shrubs, grass or ground cover except for those areas that are mulched;
7. Landscaping islands and tree planting areas shall be well drained and contain suitable soil and natural irrigation characteristics for the planting materials they contain.

(Ord. No. 10(92), 1/6/92; Ord. No. 296(00), 11/20/00)

- **SECTION 12-457 - MAINTENANCE OF LANDSCAPE.**

A. It shall be the responsibility of the property owner to maintain in good condition all the improvements required by this section. Any required fence or screening that are damaged shall be repaired, and any vegetation that dies shall be replaced no later than the following planting season (spring or fall).

B. When it is determined by the Community Development Director, or his designee, that improvements required by this section are not being maintained, it shall be his duty to give notice in writing to the property owner. Such notice shall specify in what manner the improvements are in need of maintenance and a date for compliance. The property owner shall have not less than thirty (30) days to comply with the notice; provided, however, that any person aggrieved by any such order or disagreeing with any of the requirements of the notice, may file an appeal within the thirty (30) day period to the Board of Adjustment.

C. Failure to provide the improvements required by this code or failure to maintain required improvements in the manner prescribed by this Code shall constitute an offense and violation of this Code.

(Ord. No. 10(92), 1/6/92; Ord. No. 296(00), 11/20/00)

- **SECTION 12-458 - COMPLETION REQUIREMENTS**

A certificate of occupancy for any use wherein landscaping is required by this chapter, shall not be used until the landscaping has been installed in accordance with the landscaping plan; except that if a structure and all site improvements are complete except for the landscaping, and the season of the year or some other constraint will not permit the planting or growing of plants, temporary occupancy may be permitted by the Community Development Director until a date certain. If the landscaping has not been completed by said date, the property owner shall be in violation of the occupancy permit provisions of this chapter and shall be subject to the penalties as provided in Section 1-108 of the city code.

(Ord. No. 10, 1/6/92; Ord. No. 296(00), 11/20/00)