

## CHAPTER 155

### BUILDING PERMITS

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**155.01 BUILDING PERMIT REQUIRED.** No person, firm, or corporation shall erect, construct, enlarge, or improve any building, structure, retaining wall, or fence in the City, or cause the same to be done, without first obtaining a separate permit for each building site from the City.

**155.02 APPLICATION REQUIREMENTS.** To obtain a permit the applicant shall first file an application in writing on a form furnished for that purpose. Every application shall:

1. Identify and describe the work to be covered by the permit for which application is made.
2. Describe the land on which the proposed work is to be done, by lot, block, tract, and the house and street address, or similar description that will readily identify and definitely locate the proposed building or work.
3. Indicate the use of occupancy for which the proposed work is intended.
4. Be accompanied by plans and specifications as required in Section 155.03 of this chapter.
5. Be signed by the permittee, or an authorized agent, who may be required to submit evidence to indicate such authority. In the case of a fence that is to be placed on the property line, the application shall be treated as a joint application and both owners must sign the application.
6. Give such other information as reasonably may be required by the City Clerk.

**155.03 PLANS AND SPECIFICATIONS REQUIREMENTS.** Plans and specifications shall be drawn to scale upon substantial paper and shall be of sufficient clarity to indicate the nature and extent of the work proposed and show in detail that it will conform to the provisions of this chapter and all relevant laws, ordinances, rules, and regulations. Plans shall include a plot plan showing the location of the proposed building and of every existing building on the property.

**155.04 BUILDING PERMIT COMMITTEE.** All building permits shall require approval of a Building Permit Committee prior to the commencement of construction. The Building Permit Committee shall consist of the Mayor, the Public Works Director, and any one Council person.

**155.05 EXPIRATION.** Every permit issued by the Council under the provisions of this chapter shall expire by limitation and become null and void if the building or work authorized

by such permit is not commenced within 120 days from the date of such permit, or if the building or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 120 days. In any event the building permit shall expire upon the anniversary of its issue.

**155.06 APPLICATION REVIEW; PERMIT ISSUANCE.** The applications, plans, and specifications filed by an applicant for a permit shall be checked by the Building Permit Committee. Such plans may be reviewed by other departments of the City to check compliance with the laws and ordinances under their jurisdiction. If the Building Permit Committee is satisfied with the work described in an application for permit and the plans filed therewith conform to the requirements of this chapter and other pertinent laws and ordinances, and the fee specified herein has been paid, it shall issue a permit to the applicant.

**155.07 RETENTION OF PLANS AND SPECIFICATIONS BY CITY.** One set of approved plans, specifications, and computations shall be retained by the Clerk for a period of not less than 90 days from date of completion of the work covered therein.

**155.08 SUSPENSION; REVOCATION.** The Clerk may, in writing, suspend or revoke a permit issued under provisions of this chapter whenever the permit is issued in error or on the basis of incorrect information supplied, or in violation of any ordinance or regulation of any of the provisions of this chapter.

**155.09 PERMIT FEE.**

1. A fee in the amount of fifteen dollars (\$15.00) for each building permit shall be paid to the Clerk for each new structure on a lot, including any attachment to an existing structure.
2. The fee shall be paid at the time the application for building permit is submitted to the Clerk.

**155.10 PENALTY.**

1. The failure to obtain a building permit or failure to renew a permit upon expiration shall constitute a municipal infraction.
2. A building or building site showing any of the following conditions shall constitute a municipal infraction if a valid building permit for the location is not in the possession of the owner or contractor:
  - A. Any open grade.
  - B. Any sidewalk that has been removed and not replaced unless an application to permanently remove the sidewalk has been obtained from the Council.
  - C. Any open or exposed work areas that lack a finished surface.
  - D. The lack of any structural component called for in the original permit application for which foundation or other permanent change has been made in the original structure.

**155.11 FENCE MAINTENANCE.** The owner constructing a fence shall be responsible to maintain both sides of the fence and construct same to be able to control the grass and weeds on both sides and not infringe on the adjacent owner's property unless said owner has written

consent from adjacent owners as described in Section 155.02(5) of this chapter. If the fence is not properly maintained, the Council shall have the authority to have same removed by giving written notice to the owner.

**155.12 CONSTRUCTION AND YARD REQUIREMENTS.**

1. All construction of residential property shall have a 25-foot setback from the street right-of-way adjacent to existing residence.
2. All construction shall be four feet from the side yard lines.
3. All construction shall be set back four feet from the rear lot line. However this setback requirement shall not include aprons or approaches to garages or other structures, which shall be permitted to come to the property line.

**155.13 VIOLATIONS.** In case any building or structure is erected, constructed, reconstructed, altered, repaired, converted, or maintained, or any building, structure, or land is used in violation of this chapter, the appropriate authorities of the City, in addition to other remedies, may institute appropriate action or proceedings to prevent such unlawful erection, construction, reconstruction, alteration, repair, conversion, maintenance, or use to restrain or to correct or to abate such violation, or to prevent any illegal act, conduct business or use in or about such premises.

Ord  
2019-07

ORDINANCE 2019-07  
AMENDING CHAPTER 155  
BUILDING PERMITS

ADDING CITY CODE CHAPTER 155, Section 155.12(4):

Minimum Residential Housing Standard

WHEREAS, the City Code does not provide for a minimum size for residential housing

Whereas, The City Council hereby determines a minimum size for new residential construction is in the public interest, promotes the development of housing, and provides for controlled growth in the community.

Wherefore be it Ordained the City hereby adopts City Code 155.12(4).

4. Each single-story dwelling shall contain a minimum of 1,200 square feet of living space above ground, excluding porches. Each multi-story dwelling shall contain a minimum of 900 square feet of living space above grade on the main floor, excluding porches.

2. EFFECTIVE DATE: This Ordinance shall be effective after publication or March 1, 2020, whichever is later.

3. REPEALER: Any provision of the City Code or a practice or course of dealing contrary to the provisions hereby adopted are hereby repealed.

4. PUBLICATION: The Clerk is directed to publish this Ordinance as required by law after passage.

Passed and approved by resolution of the Lawton City Council.

MAYOR

First Reading: 11/06/19

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Dale Erickson, Mayor

Second Reading: 12/4/19

ATTEST: CITY CLERK

Third Reading: Waived

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Carla Eidenshink, City Clerk