



# City of Oberlin

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## CONTRACTOR INFORMATION SHEET

This information is being provided to contractors who do business in the City of Oberlin. It is not meant to be a definitive summary of all city ordinances and you should check the city ordinance itself for a complete list of city code provisions.

**BUILDING PERMITS.** City Code requires Building Permits to be issued PRIOR to construction - \$25. (Code section 4-204) Sewer permits are required for new wastewater systems, as well as repair and replacement of existing private wastewater systems \$25. (Code section 15-428) Electric permits are required for new electric work, as well as repair and replacement of existing electric work \$10. (Code section 4-303) Sign permits are required for new and replacement signs. (Code section 16-220) Right of way permits are required for work in the City's right of way. (Code Section 12-302)

**ZONING.** There are zoning rules in the City. You should thoroughly review them PRIOR to construction. A map of the zones and rules in each zone are available through the City Office.

**CODES.** The City has adopted a number of codes regarding construction in the city:

Electrical: National Electrical Code, 2014 Edition -Code Section 4-301

Building: International Building Code, 2015 Edition - Code Section 4-201

Plumbing: Uniform Plumbing Code, 2012 Edition - Code Section 4-401

Fire Prevention: International Fire Code, 2024 Edition - Code Section 7-201

**CONTRACTOR BONDS:** The city requires any contractors to be bonded:

Electrical - \$2500 bond - Code Section 4-303

Plumbing - \$2500 bond - Code Section 4-406

**ARBORIST LICENSES:** The city requires an annual \$25 license fee after being provided evidence of liability insurance in the minimum amount of \$25,000 and \$5,000 property damage - Code Section 13-334



# CITY OF OBERLIN

## BUILDING PERMIT APPLICATION

In accordance with Ordinances of the City of Oberlin, KS.

Building Permit Application Fee \$25

\*\*\*Per Ordinance 946, property taxes are current. \_\_\_\_\_

LOT \_\_\_\_\_ BLOCK \_\_\_\_\_ ADDITION \_\_\_\_\_ ZONE \_\_\_\_\_

APPLICANT \_\_\_\_\_ PROPERTY OWNER \_\_\_\_\_

APPLICANT PHONE \_\_\_\_\_ APPLICANT EMAIL \_\_\_\_\_

\*\*\*\*\*INFORMATION FOR NEW CONSTRUCTION\*\*\*\*\*

ADDRESS OF NEW CONSTRUCTION \_\_\_\_\_

LOT DIMENSIONS \_\_\_\_\_ SIZE OF NEW CONSTRUCTION \_\_\_\_\_

# OF STORIES \_\_\_\_\_ WILL THERE BE A BASEMENT? \_\_\_\_\_ IF SO, BASEMENT SIZE \_\_\_\_\_

CONSTRUCTION MATERIALS TO BE USED \_\_\_\_\_

COMPOSITION OF SIDING AND ROOF \_\_\_\_\_

NEW CONSTRUCTION TO BE USED FOR \_\_\_\_\_ ESTIMATED PROJECT COST \_\_\_\_\_

IF MOBILE HOME: SINGLE WIDE( ) DOUBLE WIDE( ) FRAME STRUCTURE( ) METAL( )  
PERMANENT FOUNDATION( ) BASEMENT( ) FOUNDATION TYPE \_\_\_\_\_

**\*\*PLAN OF CONSTRUCTION PLACEMENT ON LOT-Provide a sketch showing the distance from construction to property lines. Include direction, street names, and other pertinent information.\*\***

It is the responsibility of the Applicant to inform all utility companies whose lines might be affected by the proposed construction.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date