

## REQUIREMENTS FOR ADMINISTRATIVE REVOCABLE PERMITS

1. Two completed copies of the application form, containing original signatures.
2. Letters of no objection from the four franchised utility companies. (See “Utility Contacts”, attached)
3. Letters of no objection from the owners of the properties that abut the proposed improvement. These are required if your improvement is also on their property.
4. Legal Description for property: Lot Number, Block Number, Subdivision Name or Metes and Bounds.
5. Include a site plan (6 copies required). The site plan should show:

Property Lines	Centerlines of Streets
Curb Lines	Right-of-Way Widths
Driveways & Sidewalks	U/E's and/or D/E's
Proposed Improvements	Utility Locations in Easements

Dimensions should be included to show the relationship to the centerline of the adjacent streets. Other dimensions, as applicable, should be shown.  
Communication Cable submittals shall be in plan and profile format.

6. Include an elevation plan (6 copies) with footing details and include labels for materials used with all entry walls, fences, signs, etc.
7. Include landscaping plans (6 copies) for subdivision entryway improvements. We must have the landscaping plans that are approved, for your plat, by the Planning Department. If the subdivision is zoned RA or AA or does not front a major arterial street, landscaping plan approvals are not required.
8. A check for \$50.00 made payable to the “City Treasurer.”

## FRANCHISE UTILITY CONTACTS

### COX CABLE

ANN CYPERT

Phone: 605-1440

FAX: 600-9267

[OKRightofWay@cox.com](mailto:OKRightofWay@cox.com)

JODIE STEELE

Phone: 600-6336

FAX: 600-9267

[OKRightofWay@cox.com](mailto:OKRightofWay@cox.com)

### OKLAHOMA GAS AND ELECTRIC (REFER TO ATTACHED MAP)

**Metro Office Contact: Kent Norris 553-5933**      [NorrisFK@oge.com](mailto:NorrisFK@oge.com)

#### WEST DISTRICT

MATT UHR

PHONE: 405-553-5855

FAX: 405-553-5823

[UhrTM@oge.com](mailto:UhrTM@oge.com)

#### CENTRAL/NORMAN DISTRICT

TIM BAILEY

PHONE: 553-5174

FAX: 553-5152

[BaileyTJ@oge.com](mailto:BaileyTJ@oge.com)

#### EAST DISTRICT

SHAWN DAVIS

PHONE: 553-4464

[DavisSM@oge.com](mailto:DavisSM@oge.com)

#### NORTH DISTRICT

MARK HARRISON

PHONE: 553-5432

FAX: 553-5499

[HarrisMW@oge.com](mailto:HarrisMW@oge.com)

### OKLAHOMA NATURAL GAS

OKC PROJECT COORDINATORS

OKLAHOMA NATURAL GAS

4901 N SANTA FE AVE.

OKLAHOMA CITY, OK 73118

PHONE: 556-5959

FAX: 556-5927

[OKCMetroProjectCoordinators@ong.com](mailto:OKCMetroProjectCoordinators@ong.com) preferred method of contact

### AT & T

ANITA COOPER

7001 N.W. 23<sup>rd</sup> STREET, ROOM 335

BETHANY, OK 73008

PHONE: 291-3103

FAX: 491-7440

[ATTENG@att.com](mailto:ATTENG@att.com)

**CALL OKIE: DIAL 811 OR 840-5032 OR 1-800-522-6543**

**CONTRACTOR SHALL CALL OKIE TWO (2) WORKING DAYS BEFORE DIGGING.**