



Carport Permit – FAQ's

Development Services Division – 225 N. Webster Ave., Norman, OK 73069 (405) 366-5311 (405) 366-5339

Do I need a permit to construct a carport?

Yes, a permit is required for carports; the typical cost of the permit is \$54.00.

How does the City define a carport?

A permanently roofed structure, open on all sides, except where attached to an existing structure, providing space for the parking or storage of private passenger vehicles.

Is an RV or boat cover a carport?

No, the City considers this an accessory structure.

Carport setbacks and special exemptions do not apply to accessory structures. Setbacks for accessory structures are determined by the applicable zoning district and regulations.

Where can the carport be located on my property?

The carport shall be seven (7) feet from the front property line and zero (0) feet from the side property line. The carport roof may overhang the front setback by two (2') feet. No part of the carport may extend over the side setback (encroaching onto your neighbor's property).

Can I install sidewalls for my carport?

No, carports must be open on all sides, except where attached to a structure. Limited extensions below the roofline to mitigate rain and hail are allowed, but are limited to one-third of the wall height of the carport.

What materials may be used to construct my carport?

The City allows metal, brick, or wooden carports. Cloth or fabric of any kind is prohibited. If the roofing material for the carport is metal, it must be twenty-nine (29) gauge metal.

Does wood construction of a carport affect the setbacks?

Yes, any combustible structure closer than three (3) feet to a side property line must be of 1-hour fire resistant construction.

Can I have more than one carport on my property?

Only one (1) carport is allowed per dwelling unit.

Do I need paving (concrete, asphalt) under the carport?

All carports shall be located over a paved hard-surfaced driveway. A gravel driveway may be used; if the property owner can demonstrate the gravel driveway has been in place and maintained per the Zoning Ordinance – Maintenance of Off Street Parking Facilities.

Does my Homeowner Association (HOA) restrict carports in my neighborhood?

The City is not involved with Homeowner Associations (HOA's) and does not enforce private agreements between an HOA and homeowners. We recommend that you inquire of your HOA, if you have one.

What documents do I need to obtain a permit for my carport?

The below listed items must be submitted:

- Application. Click [Here](#) for the application.
- Site Plan. In most cases, we can work with a satellite view of the property, which shows property lines. Cleveland County's website can help with this, click [HERE](#) for the link. The City of Norman's GIS website can also produce the same type plan click [HERE](#) for the link. If you are struggling to obtain a site plan, City staff will be happy to assist you, e-mail them at review@normanok.gov. The address of the property must be provided for the site plan.
 - The site plan should show the distance from the property lines to the supporting post of the carport and show the amount of the overhang, if any.
 - Diagram of the carport showing dimensions, post locations, and overhangs, if any.
 - Footing/anchoring information. Submission should indicate that the carport is connected to the earth or a foundation in four (4) locations. In addition, product literature should be provided on the type of anchor being utilized.
 - If the carport is connected to the residence, a connection detail must be submitted. The prescriptive code does not recognize a soffit as a structural member to attach the carport; if this is the intent, an engineered detail of the

connection is required. If the attachment is for convenience, please visit with staff for any requirements.

- Product literature indicating the metal on the carport is at least 29 gauge or greater. (The lower the number the thicker the metal)

Where do I submit my carport application? Can I send it electronically?

Development Services is located in the City of Norman Development Center at 225 N. Webster Ave, Norman. Applications and attachments may be submitted electronically to review@normanok.gov.

Staff is available by phone at (405) 366-5311 or (405) 366-5339, and are always happy to assist you with any questions.

What inspections are required for my carport permit?

If you will be placing concrete for paving or foundation elements, we will inspect those before placement using the inspection type, Building Foundation. Once the carport is constructed and complete, a Building Final inspection must be requested. All anchors should be installed, and the work should be complete. **A copy of the permit and plans should be on-site** for the Building Final inspection for review by the Building Inspector.

How do I schedule inspections?

To schedule an inspection, use the pin/access number on your permit, click [HERE](#) for the City's on-line inspection website. Alternatively, you may utilize our automated phone line system at (405) 366-5333; you will use the same pin/access number and follow the prompts. Staff is also available and happy to assist – please feel free to call staff at (405) 366-5339 for assistance.

How do I close out my permit?

You must request a Building Final inspection, if approved a Certificate of Completion (CC) is issued by City staff. Any re-inspect fees are due in advance of the CC. Permit Staff can be reached at (405) 366-5339.