



# CITY OF SAND SPRINGS

100 E. Broadway St. • P.O. Box 338 • Sand Springs, Oklahoma 74063  
Phone: 918.246.2500 • [sandspringsok.org](http://sandspringsok.org)

May 31, 2019

RE: Flood Repair Permits

The City of Sand Springs is a participant in the National Flood Insurance Program. This program was created by the Federal Insurance Administration to ensure that every homeowner would have the opportunity to obtain flood insurance. As a National Flood Insurance Program participant, there are several activities the City of Sand Springs must undertake to maintain our community's eligibility, in order that you may purchase flood insurance. One such activity requires the City to provide a description and dollar amount of damage caused by flooding. This assessment must be performed on each flood damaged structure, regardless of whether there is a flood insurance policy on that particular structure or not.

Therefore, the City of Sand Springs requires that a Flood Repair Permit be issued. All permit and associated inspection fees will be waived if the structure is repaired to its pre-flood condition. Any structural changes will require a separate building permit. **Please allow us to conduct an evaluation of your damages before any repair work begins.** Our goal is to conduct the review, and release you to begin restoration as quickly as possible. The City will have a damage assessment team in your area to prepare the necessary damage estimates. Please help us gather this important information, as state and federal officials will review our reports to determine if disaster recovery money will be made available.

**If you have suffered damage and need to schedule an evaluation, please contact the Building Inspections Division by calling 918-246-2500, ext. 2572 or [neighborhoodservices@sandspringsok.org](mailto:neighborhoodservices@sandspringsok.org)**

If you did not receive water damage to your home, please disregard this notice.