TULSA METROPOLITAN AREA PLANNING COMMISSION
INCOG - 2 West 2nd Street, Suite 800 - Tulsa, Oklahoma 74103 - (918) 584-7526 - FAX (918) 583-1024  www.tmapc.org

[ ] ZONING   [ ] MPD   [ ] CO PLAN   [ ] PUD
[ ] MAJOR AMENDMENT   [ ] SPECIAL AREA OVERLAY

REZONING
[ ] Optional Development Plan

APPLICATION INFORMATION

RECEIVED BY:______ DATE FILED: ________PRC DATE: ________ TMAPC DATE: ________ CASE NUMBER: ________

[ ] CITY [ ] COUNTY  REFERRAL CITIES (ZONING ONLY): ___________________________RELATED CASE #:______

NEIGHBORHOOD ASSOCIATIONS:

SUBJECT PROPERTY INFORMATION

ADDRESS OR DESCRIPTIVE LOCATION: ____________________________________________ TRACT SIZE: ____________

LEGAL DESCRIPTION: (also email to esubmit@incog.org)

__________________________________________________________________________________________

PRESENT ZONING:_________PRESENT USE:____________________ T-R-S ______ COUNCIL DISTRICT_______CO COMM DISTRICT_______

INFORMATION ABOUT YOUR PROPOSAL

PROPOSED ZONING:________________PROPOSED USE:_________________DEV. AREA AFFECTED IN PLAN:____________

NATURE OF PROPOSAL or AMENDMENT:

__________________________________________________________________________________________

LAND USE DESIGNATION:_________________GROWTH OR STABILITY DESIGNATION:____

IS PROPOSAL A SIGNIFICANT DEVIATION FROM COMPREHENSIVE PLAN? [ ] Y [ ] N  COMP PLAN AMEND CASE #:______

APPLICANT INFORMATION

PROPERTY OWNER INFORMATION

NAME NAME
ADDRESS ADDRESS
CITY, ST, ZIP CITY, ST, ZIP
DAYTIME PHONE DAYTIME PHONE
EMAIL EMAIL

I, THE UNDERSIGNED APPLICANT, CERTIFY THAT THE INFORMATION ON THIS APPLICATION IS TRUE AND CORRECT.

SIGNATURE & DATE:

DOES OWNER CONSENT TO THIS APPLICATION [ ] Y [ ] N. WHAT IS APPLICANT’S RELATIONSHIP TO OWNER?

APPLICATION FEES (Make checks payable to INCOG)

BASE APPLICATION FEE $____

ADDITIONAL FEE (i.e. Optional Development Plan) $____

NEWSPAPER PUBLICATION $____

SIGNS $130 X = $____ NOTICE SUBTOTAL $____

300' PROPERTY OWNERS MAIL & POST ( ) $45 + $____ = $____

RECEIPT NUMBER:

TOTAL AMOUNT DUE $____

APPLICATION FEES IN WHOLE OR PART WILL NOT BE REFUNDED AFTER NOTIFICATION HAS BEEN GIVEN.

DISPOSITION

TMAPC REC. COUNCIL/COMMISSION ACTION

DATE/VOTE

DATE/VOTE ORDINANCE/RESOLUTION NO.

PLAT NAME PLAT WAIVER [ ] Y [ ] N

REVISED 5/16/2018
PLATTING/ SUBDIVISION CONFORMANCE REVIEW REQUIREMENT

For the purposes of providing a proper arrangement of streets and assuring the adequacy of open spaces for traffic, utilities, and access of emergency vehicles, commensurate with the intensification of land use customarily incident to a change of zoning, a platting requirement or subdivision conformance review is established as follows:

For any land which has been rezoned to a zoning classification other than AG upon application of a private party or for any land which has been granted a special exception by the Board of Adjustment to permit those uses expressly stated in Section 70.080-B.1.b of the City of Tulsa Zoning Code and Section 260 of the Tulsa County Zoning Code, no building permit or zoning clearance permit shall be issued until that portion of the tract on which the permit is sought has been included within a subdivision plat or replat, or a subdivision conformance review as the case may be, submitted to and approved by the Planning Commission, and filed of record in the office of the County Clerk where the property is situated.

I hereby certify that I have read and understand the above requirements and that I will plat, replat or comply with standards set by the subdivision conformance review for the subject property.

Applicant’s Signature __________________________ Date __________

AUTHORIZATION FOR INCOG TO OBTAIN NAMES AND MAILING ADDRESSES OF OWNERS OF PROPERTY WITHIN 300 FEET LOCATED IN TULSA AND OSAGE COUNTY ONLY*

AUTHORIZATION AND RELEASE

I authorize the INCOG Staff to obtain property owner’s names and addresses as required for application number __________. I understand that INCOG Staff will use the Tulsa and Osage County Assessor’s computer database to ascertain the names and addresses of the property owners. That database may not reflect recent ownership changes. I understand that I remain responsible for providing INCOG with the names and addresses of property owners within 300 feet of the property that is the subject of this application. I agree to provide any updates or corrections to INCOG at least 25 days prior to the public hearing on this application.

For valuable consideration duly received and acknowledged, I hereby release and forever discharge INCOG, its agents and successors from any actual or potential cause of action, suit or proceeding brought by me, my agents or assigns, based on the names and addresses obtained by INCOG as required in this application.

* I understand and accept that the applicant is responsible for providing INCOG the names and mailing addresses of the owners of those properties that are within the required notice area but are not in Tulsa or Osage Counties.

Applicant’s Signature __________________________ Date __________
**MPD, CO, PUD APPLICATIONS:**
For any project where a development plan is provided; whether required or optional, the applicant must provide a complete statement of intent.

The statement shall be included in the submittal packet and must provide specific answers to the following concepts.

1) **Identify why the proposed development cannot be implemented with any of the other applicable zoning regulations.**

2) **Provide specific information outlining how the development plan will result in a project that is consistent with the City’s adopted comprehensive plans that affect the site.** This may include the Tulsa Comprehensive Plan, small area plans, sector plans, special studies or other documents that help guide future development in the City of Tulsa.

3) **Include details identifying how the development plan will provide a greater public benefit than could be achieved using conventional zoning regulations.**

Please attach your statement of intent separately and include any illustrations or text to support your request. Please sign below that you understand, have read, this.

Applicant Signature: __________________________________

**SA OVERLAY APPLICATIONS:**
For applications requesting a Special Area (SA) Overlay, the applicant must provide a statement of intent as part of the submittal packet.

The statement must provide responses to the following items:

1) **Identify the desired outcomes of the proposed Overlay that cannot be achieved through other zoning tools.**

2) **Describe how the proposed overlay meets at least one of the purposes, as stated in Section 20.030-B.1.**

   a. Protects unique development, building or land use patterns in residential, commercial or mixed-use areas when such patterns are not adequately addressed by applicable zoning regulations;

   b. Promote reinvestment and redevelopment in residential, commercial or mixed-use areas where change is desired and when existing zoning regulations hinder achievement of the desired change; or

   c. Help implement neighborhood plans or planning studies.

Staff may require additional information to support your request prior to final draft of the Overlay.

Please attach your statement of intent separately and include any illustrations or text to support your request.

Applicant Signature: __________________________________
Tulsa Metropolitan Area Planning Commission (TMAPC) Case Number: ____________________

Date: Wednesday, _______________________________ 1:30 p.m.

Tulsa City Council Room, 2nd Level, One Technology Center, 175 East 2nd Street

Planning Review Committee (PRC) Meeting:

Date: Thursday, _____________________________ Immediately following the 1:30 p.m. TAC meeting

Large Conference Room, 8th Floor, INCOG, 2 West 2nd Street

A person knowledgeable of the application and the property must attend the meeting to represent the application. Site Plans and development proposals should be submitted at the time of application. Photos or renderings may be presented at the hearing.

PLATTING REQUIREMENTS:

For any land which has been rezoned upon application of a private party, no building permit or zoning clearance permit may be issued until that portion of the tract on which the permit is sought has been included within a subdivision plat or replat, as the case may be, submitted to and approved by the Planning Commission, and filed of record in the office of the County Clerk where the property is situated. Provided that the Planning Commission, pursuant to their exclusive jurisdiction over subdivision plats, may waive the platting requirement upon a determination that the above stated purposes have been achieved by previous platting or could not be achieved by a plat or replat.

If your application is approved, you will need additional permits.

Contact the City Permit Office at (918) 596-9456 if your tract is in the City of Tulsa or the Tulsa County Building Inspector’s Office at (918) 596-5293 if in unincorporated Tulsa County.

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