



# Creek County, Oklahoma

## Sapulpa Metropolitan Area Planning Commission (SMAPC)

### REZONING APPLICATION

1. Complete the application and submit to Creek County Planner's office (317 East Lee, Suite 101)  
The Planning Commission meets the 4<sup>th</sup> Tuesday of every month at 7:00 P.M. in the Commission Room at the Sapulpa City Hall, 425 East Dewey, Sapulpa, OK 74066.
2. Submit the following with this application:
  - A. A recent aerial photograph with subject property boundaries clearly marked.
  - B. A current certified survey with a north arrow that is to scale and that has been signed and sealed by a registered land surveyor or professional engineer.
  - C. A professionally drawn and accurately scaled, Site Plan that indicates the following:
    - i. All proposed property lines and dimensions.
    - ii. All proposed buildings, improvements and their setbacks from property lines.
    - iii. All adjacent streets, street widths and existing access limitations.
    - iv. North Arrow, scale of drawing and drawing preparation date.
    - v. Landscape Plan
    - vi. Location of existing easements, if applicable.
  - D. A full legal description of the property with attached copies of any instruments referred to such as deeds, plats, covenants or restrictions. A Microsoft word copy of the legal description emailed to the Planning office.
  - E. The names and addresses of all of the property owners of the property to be rezoned and evidence of the unified control of the property.
  - F. Provide the total area of the property in acres and square feet.
  - G. Provide three (3) copies of each of the names and addresses of all adjoining property owners within a three hundred (300) foot radius of the "parent tract" subject property boundaries, prepared, signed and sealed by a title abstract company plus \$1.00 fee per each name on the Certified Title Abstractor's List.
  - H. Billing address for Legal Advertisement in the newspaper - they will bill you directly
  - I. Appropriate fee for zoning (make check payable to Creek County Planning)
    - i. A-1, A-2, R-1, R-2, R-3, RMH-1, or RMH-2..... \$125.00
    - ii. O, C-1, C-2, I-1, or I-2..... \$225.00
    - iii. Sign Posting Fee..... \$ 50.00
3. At the Public Hearing, the SMAPC will recommend approval or denial based on the facts presented. You are strongly encouraged to attend to respond to any questions the Planning Commission might have; should you be unable to attend, a representative at your direction should attend.
4. Finally, the Board of Creek County Commissioners will hear your case and consider the recommendation of the SMAPC before taking final action. The Board of Creek County Commissioners meets every Monday at 9:00 AM in the Collins Building, 317 E. Lee Suite 103.

Owner of Record: \_\_\_\_\_ Proof of Ownership: \_\_\_\_\_  
 Current Zoning: \_\_\_\_\_ Current Use \_\_\_\_\_  
 Requested Zoning: \_\_\_\_\_ Proposed Use \_\_\_\_\_

Address of Tract: \_\_\_\_\_  
 Legal Description of Tract (attach copy of Deed): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



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Written Explanation of Project or Proposed Use: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of land owner: \_\_\_\_\_ Date: \_\_\_\_\_

Phone # (Day) \_\_\_\_\_

Mailing Address: \_\_\_\_\_

<b>For Creek County Planner's Office Use Only:</b>			
CCZ - _____	Fee Amount _____	Check # _____	CZM # _____
Application Received By: _____	Date: _____	Reference Case #: _____	
SMAPC Date _____	Action: _____		
BOCC Date _____	Action: _____	Resolution #: _____	

Rezoning Application doc 10-2016