



CITY OF NICHOLS HILLS, OKLAHOMA
Application for Plat Approval

Completed applications and the required fee should be submitted to the Nichols Hills City Clerk, 6407 Avondale Drive, Nichols Hills, Oklahoma 73116.

Staff use only
Case # _____
Date filed _____
Fee receipt # _____

Applicant is encouraged to consult the Nichols Hills Subdivision Regulations, including Article III, *Plats and Plat Approval*, in particular, when completing this Application. Plats must comply with the applicable provision of the Subdivision Regulations: Sec. 3.3.1 for Preliminary Plats and Sec. 3.4.1 for Final Plats.

This Application requires recommendation for approval by the Nichols Hills Planning Commission and approval of the Nichols Hills City Council.

Attach a separate sheet to provide complete answers if necessary.

This is an application for approval of a Preliminary Plat Final Plat

Address or general location of subject property: _____

Proposed Subdivision name: _____

Developer's name: _____

Mailing address: _____

Telephone number(s): _____

Email address(es): _____

Property owner(s) name: ¹ _____

Mailing address: _____

Telephone number(s): _____

Email address(es): _____

The proposed Plat must include the following information:

- (1) The name of the proposed subdivision.
- (2) The name, address, and contact information for the developer, the owner (if other than the developer), and the person(s) who prepared the Plat.
- (3) For Preliminary Plats:
 - The boundary lines, bearings, and distances sufficient to locate the exact area proposed for Subdivision, identifying major arterial streets bounding the section in which the property is located and referencing at least one Subdivision corner to a known reference point that can be identified.

¹ If more than one property owner, attach a separate sheet with additional owner information.

- The names, addresses, and contact information for the owners of property within the proposed Subdivision.
- A designation of the proposed Zoning District classification within the Subdivision and any zoning amendments, if any, proposed to be requested.
- The legal descriptions of land abutting the proposed Subdivision.
- A description of all existing property lines, rights-of-way or easements, streets, buildings, sewerage facilities, water mains, culverts, other drainage facilities, and other existing features within or affecting the property to be subdivided, including existing features on immediately adjacent land at least 100 feet in all directions.
- A topographic map showing existing contours with intervals not to exceed one foot.
- The location, rights-of-way, paving width, and street names of proposed streets; the location and dimension of all proposed lots; the location and dimension of all proposed water distribution, sewerage, and storm water management and control facilities; the location and width of all proposed sidewalks; the approximate location, dimension, and area of any land proposed to be set aside as public grounds; and the centerline(s) of entrances to the Subdivision measured from the section corner.

(4) For Final Plats:

- The primary control points or descriptions and ties to such control points to which all dimensions, angles, bearings, and similar data on the plat will be referred.
- The names, addresses, and contact information for the owners of property within the proposed Subdivision.
- The legal description of the land to be subdivided, showing its location and approximate size, north arrow, and graphic scale.
- Tract boundary lines sufficient to locate the exact areas proposed for Subdivision, right-of-way lines of streets, easements, and other rights-of-way, property lines of residential lots and other sites, all with accurate dimensions, bearings, or deflection angles and radii, arcs, and central angles of all curves.
- Location and dimension of all easements.
- All lot lines and numbers to identify each lot.
- Location and description of all survey monuments.
- Building lines and easements for rights-of-way provided for public use, services, or utilities with figures showing their dimensions.
- Location and size of sidewalks.
- The legal description of land abutting the proposed Subdivision.
- The alignment of all proposed streets and alleys with their widths and names.

- The accurate outline and description of any property that is offered for dedication to the City of Nichols Hills for public use.
- Private plat restrictions and covenants whereby the developer proposes to regulate land use or development standards in the Subdivision.
- Owner’s certificate with acknowledgements; bonded abstractor’s certificate; and surveyor’s certificate with acknowledgement.

In addition to the proposed plat, the following must be attached to this Application:

1. A report certified by a bonded abstractor stating the names, addresses, and contact information for the owners of property within a 300-foot radius of the exterior boundary of the proposed Subdivision.

2. Preliminary Plats:

- Statistical information including number of acres; number of lots; number and type of residences; number of lots and acreage allocated to commercial use; lineal feet of proposed streets; and acreage allocated to public grounds.
- Draft of any private plat restrictions and covenants whereby the developer proposes to regulate land use or development standards in the proposed Subdivision.
- Engineering designs showing proposed street, water distribution, and sanitary sewer layout and design.
- Proposed method of handling storm water within and through the proposed Subdivision.
- Proposed supplemental movement systems showing the layout and dimensions of walkways, sidewalks, trails, and other related improvements.

3. **Final Plats.** Construction plans as required by Sec. 3.4.4 of the Subdivision Regulations.

This Application will be considered officially submitted and filed only after it is examined by the City Manager and found to have met the applicable requirements of Nichols Hills Subdivision Regulations and those set out in this Application and after the applicable fee set out in the City Fee Schedule has been paid. At that time, the City Clerk will set this Application for hearing before the Nichols Hills Planning Commission and the Nichols Hills City Council. Applicant will be advised of the date and time for those hearings. It is highly recommended that applicant attend (or have a representative attend) the hearings and be prepared to answer questions.

The above statements in this Application and all attachments to it are true and correct.

Submitted and agreed to this ___ day of _____, 20__.

Signature: _____

Print applicant’s full legal name: _____

Print signatory party’s title if applicant is a legal entity: _____

