



CITY OF NICHOLS HILLS, OKLAHOMA
Application for the Rezoning of Property

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 Sec. 50-265 of the Nichols Hills City Code (“the Code”) when completing this Application. For Planned Unit Development (PUD) applications, applicant is encouraged to consult Sec. 50-105 of the Code.

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.

Applicant’s name: _____

Mailing address: _____

Telephone number(s): _____

Email address(es): _____

Address or general location of property proposed for rezoning [if metes and bounds, please attach]:

Current zoning classification of the property: _____

Requested zoning classification for the property: _____

Present use of the property: _____

Reason rezoning is requested: _____

The following must be attached to this Application:

- 1. Proof of authority.** Proof of applicant’s authority to make this Application by attaching a copy of the applicable deed evidencing applicant’s ownership or an affidavit regarding ownership (a form for which is attached to this Application).
- 2. Ownership list.** Report certified by a bonded abstractor stating the names and mailing addresses for the owner(s) of record whose property is within a 300-foot radius of the exterior boundary of the subject property.
- 3. Site map.** Detailed site map (and an electronic copy of such map) drawn to scale showing the dimensions of the subject property; any existing and proposed buildings (including dimensions, distances from property lines, and proposed uses); any existing and proposed parking spaces (including location, layout, and dimensions); means of ingress and egress in relation to adjacent streets (including street names and right-of-way widths); location and size of all existing utility easements; and any other relevant information.
- 4. PUDs.** For PUD applications, a PUD design statement and master development plan map in compliance with Sec. 50-105 of the Code.

This Application will be considered officially submitted and filed only after it is examined by the City Clerk and found to have met the applicable requirements of the Code and those set out in this Application and after the fee of \$750 as required by the Code has been paid. At that time, the City Clerk will set the 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: _____

Form of affidavit regarding ownership

Affidavit

STATE OF _____

COUNTY OF _____

[Full legal name], being first duly sworn, stated:

1. My name is *[full legal name]*. My address is *[full address]*. I am over the age of 18. I am a resident of the State of *[state]*. I have personal knowledge of the matters stated in this Affidavit.
2. I am the current and legal owner of the property in the City of Nichols Hills with the address of *[insert address]* and more particularly described as:

[Insert legal description]

3. I am the applicant for the rezoning of such property pursuant to the Nichols Hills City Code.
4. This address and legal description accurately describe the property for which rezoning is requested.

I declare to the best of my knowledge and belief that the information in this Affidavit is true, correct, and complete.

Executed this _____ day of _____, 20____.

[Full legal name]

Notary Acknowledgment

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public

My Commission Expires: _____

Comm. No. _____