



CITY OF NICHOLS HILLS
Application for Plat Approval pursuant to
Nichols Hills Subdivision Regulations

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All capitalized terms used in this Application will have the meaning ascribed to them in the Nichols Hills Subdivision Regulations (“the Subdivision Regulations”). References to Article, Division, and Section numbers are references to the applicable Article, Division, or Section number in the Subdivision Regulations. It is highly recommended that the Developer consult the Subdivision Regulations when completing this Application.

Developer’s information.

Developer’s name: _____

Mailing address: _____

Telephone number: _____

Email address: _____

Owner’s information.

(If different than Developer. If more than one Owner, attach a separate sheet with additional Owner information)

Owner’s name: _____

Mailing address: _____

Telephone number: _____

Email address: _____

General subdivision description.

Proposed Subdivision name (if any): _____

General description of location: _____

Approval requested.

This is an application for approval of (check one):

Preliminary Plat

Final Plat

Requirements for Preliminary Plat approval.

The Preliminary Plat must comply with Section 3.3.1 and must include the items on the following checklist:

- (1) The name of the proposed Subdivision, if any.
- (2) The name, address, and contact information for the Developer, the Owner (if other than the Developer), and the person(s) who prepared the Preliminary Plat.
- (3) 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.
- (4) The names, addresses, and contact information for the Owners of Property within the proposed Subdivision.
- (5) A designation of the proposed Zoning District classification within the Subdivision and any zoning amendments, if any, proposed to be requested.
- (6) The legal descriptions of land abutting the proposed Subdivision.
- (7) 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.
- (8) A topographic map showing existing contours with intervals not to exceed one foot.
- (9) 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.

The Preliminary Plat must further include or be accompanied by the following information:

- (1) A report certified by the Oklahoma County Assessor 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) 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.
- (3) Draft of any private plat restrictions and covenants whereby the Developer proposes to regulate land use or development standards in the proposed Subdivision.
- (4) Engineering designs showing proposed Street, water distribution, and sanitary sewer layout and design.
- (5) Proposed method of handling storm water within and through the proposed Subdivision.
- (6) Proposed supplemental movement systems showing the layout and dimensions of walkways, Sidewalks, trails, and other related improvements.

The City Manager may require such additional information to be included in the Preliminary Plat as he, in his reasonable discretion, deems necessary for review.

Requirements for Final Plat approval.

The Final Plat must comply with Section 3.4.1 and must include the items on the following checklist:

- (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 Final Plat.
- (3) 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.
- (4) The names, addresses, and contact information for the Owners of Property within the proposed Subdivision.
- (5) The legal description of the land to be subdivided, showing its location and approximate size, north arrow, and graphic scale.
- (6) 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.
- (7) Location and dimension of all easements.
- (8) All Lot Lines and numbers to identify each Lot.
- (9) Location and description of all survey monuments.
- (10) Building lines and easements for rights-of-way provided for public use, services, or utilities with figures showing their dimensions.
- (11) Location and size of Sidewalks.

- (12) The legal description of land abutting the proposed Subdivision.
- (13) The alignment of all proposed Streets and Alleys with their widths and names.
- (14) The accurate outline and description of any Property that is offered for Dedication to the City for public use.
- (15) Private plat restrictions and covenants whereby the Developer proposes to regulate land use or development standards in the Subdivision.
- (16) Owner's certificate with acknowledgements; bonded abstracter's certificate; and surveyor's certificate with acknowledgement, all in a form approved by the City Council.

The Final Plat must further include or be accompanied by the following information:

- (1) A report certified by the Oklahoma County Assessor 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) Construction plans as provided in Section 3.4.4.

The City Manager may require such additional information to be included in the Final Plat as he, in his reasonable discretion, deems necessary for review.

Submission of Application.

This Application will be considered officially submitted and filed only after it is examined by the City Manager and found to have met the requirements of the applicable section of the Subdivision Regulations and after the fee required by Section 3.3.3 in the amount of \$1,050.00 for Preliminary Plats or Section 3.4.3 in the amount of \$1,050.00 for Final Plats has been paid. This Application will be reviewed by the City Manager, the Planning Commission, and the City Council, as provided in Article III, Division 3 for Preliminary Plats and Article III, Division 4 for Final Plats.

Variances.

If Developer is requesting a variance from strict compliance with the Subdivision Regulations, a statement of the grounds for the request and all of the facts relied on in making the request must be attached to this Application. See Article VII for more information regarding variance requests.

Endorsement and filing of Final Plat.

If an Application for a Final Plat is approved, the applicable plat will be endorsed pursuant to Section 3.4.12. The Developer must then file the Final Plat with the County Clerk pursuant to Section 3.4.15.

Verification.

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

Developer

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

Notary Public

My commission expires: _____.