



City of Harrah

PO BOX 636 * 19625 NE 23 * Harrah, OK 73045 * (405) 454-2951 * fax (405) 454-2130

PLANNING COMMISSION APPLICATION

Please check the one requested

SPECIAL USE PERMIT _____ CONDITIONAL USE _____ PERMITTED ON REVIEW _____

Applicant Name: _____ Phone No. _____

Address: _____
Number Street City Zip

Address & Legal Description of the location of the property to be used/

Number Street Subdivision Lot Block

Vacant land legal: _____

Oklahoma County Parcel ID No. _____ No. of acres: _____

Present zoning: _____ Required zoning: _____

STATEMENT OF INTENT

Please make a brief statement of intended use of the property in question:

I, _____, hereby certify that the information above is true and accurate to the best of my knowledge.

_____ Date ___/___/___

(If not the property owner a notarized letter of authority will be required.)



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CHECK LIST FOR RE-ZONING SPECIAL USES PERMIT, PERMITTED ON REVIEW AND CONDITIONAL USES APPLICATION

(For Applicant)

All re-zoning, special use, permitted use on review, and conditional use applications must be complete when submitted to the city. Incomplete applications will be returned to the applicant and a meeting date will not be sent until all materials are submitted. Planning Commission meetings are held the 3rd Monday of each month (unless falls on a holiday, then it will be the following Monday)_at 6:00 p.m. Applications must be submitted to the city, at least 30 days prior to the meeting.

Please check all items against the application before submitting to the Planning Commission:

1. Required for submittal (including copy of checklist)
 - (A) One copy of completed application.
 - (B) Documentation of legal ownership of property
 - (C) Copy of certified ownership list of property owners that live within a three hundred foot radius of the property in question must be from the Oklahoma County Assessor's Office or an abstract co.
 - (D) A certified surveyor's plat drawing of the property.
 - (E) A key map (north arrow, scale, and date) locating area.
 - (F) Fee (see fee schedule) paid at the time of submission of application to the city. Applicant is also responsible for cost of postage and publication which is billed separately.
 - (G) If your property fronts on a section line road, a seventeen (17) foot road and utility easement is required (additional to the statutory thirty-three (33) foot right-of-way. If property fronts on a street less that fifty (50) foot wide, a twenty-five (25) foot or less easement is required from the center line.

Note:

Applicant must provide a certified copy of a list of property owners with addresses within three hundred (300) feet of said property as the same appears of record in the County Assessor's Office, Oklahoma County, State of Oklahoma. It is advised that the applicant be informed as to the procedure for re-zoning, special use permit, permitted use on review, and conditional use in the City of Harrah. Sections 12-207, 12-208, of the Harrah City code contain a majority of procedures for Re-zoning, Section 12-388 for Uses permitted on review, Section 12-390 for Special Permit uses and Section 12-392 for Conditional Uses.