



REZONING PROCESS

LIST OF NECESSARY INFORMATION

At the time of filing, the application must have all of the following attachments:

- JUSTIFICATION:** A clear and detailed statement in writing substantiating the application and proposed use of the property
- LEGAL DESCRIPTION:** Of the property which may be obtained from the Canadian County Assessor's Office (405) 262-1070 located in the Canadian County Courthouse in El Reno. The legal description can also be found on the deed to the property.
- Copy of Deed (s)** to the property sought to be rezoned
- OTHER DATA:** Physical address of the property to be rezoned
- A SURVEY OF SITE PLAN** drawn to scale showing existing structures and driveways, proposed structures (showing set-backs), drives, and other information such as utilities, parking, or floodplain data (see IMPROVEMENTS on next page)
- THREE (3) COPIES OF THE PLOT PLAN OR SURVEY** of the entire property indicating all existing and proposed buildings and utilities serving the property. **PLUS PDF OR CD**
- BONDED ABSTRACTORS LIST OF PROPERTY OWNERS & MAILING LABELS** within three hundred feet (300') of the perimeter of the property with current mailing address.
- APPLICATION FEE OF \$225.00.** Check should be made payable to the City of Yukon
- PUBLICATION FEE \$200.00.** Check should be made payable to the City of Yukon
- MAILING FEES:** Actual cost

The applicant or his/her representative should appear to present the application to the Planning Commission.

An "Application For Rezoning" is attached. The applicant is advised to talk with the City Director/Inspector to determine if the change will be compatible with the Comprehensive Plan prior to submitting the application to the City for review.



REZONING APPLICATION

Please PRINT or TYPE all information

Part 1 – PROPERTY INFORMATION SECTION _____ RANGE _____ TOWNSHIP _____

A. Physical Location/Address of Property: _____

B. Lot _____ Block: _____ Currently Zoned _____ Subdivision _____

C. Residential _____; Commercial _____; Industrial _____; Other _____

Or Metes and Bounds Description:

PART 2 -APPLICANT INFORMATION

DEVELOPER:

A. _____
 (First Name/ or Business Name) (Last Name)

B. _____
 (Street Address) (City) (State) (Zip Code)

C. _____
 (Telephone) (Fax)

PART 3 - REZONING REQUEST

A. PRESENT ZONING CLASSIFICATION _____ REQUESTED ZONING CLASSIFICATION _____

The present use of the property is (include description of existing improvements)

The proposed use of the property is (include description of existing improvements)

Dimensions of Property (in feet) - width _____ depth _____ total square feet _____

	<u>EXISTING STRUCTURE</u>	<u>PROPOSED STRUCTURE</u>
Front Yard Set Back	_____	_____
Side Yard Set Back	_____	_____
Rear Yard Set Back	_____	_____
Building Height	_____	_____
Off-Street Parking Spaces #	_____	_____
Type of Parking Space	_____	_____