



The City of Oklahoma City  
 Development Services Department  
 Subdivision & Zoning Division  
 420 West Main St., Suite 910  
 OKC, OK 73102  
 405-297-2623

Staff use only
Case # _____
Date Filed _____
Ward # _____
Nbrhd Area _____
School District _____
Existing Zoning _____

## APPLICATION FOR ABC OVERLAY

Name of Applicant: \_\_\_\_\_

Address of property sought for ABC Overlay: \_\_\_\_\_

Present Use of Property: \_\_\_\_\_ Building Area of ABC (sq. ft.): \_\_\_\_\_

Requested ABC Overlay District:       ABC-1       ABC-2       ABC-3

An ABC-1 is defined as an eating establishment serving beer and wine. An ABC-2 is defined as an eating establishment serving beer, wine and mixed beverages. An ABC-3 is defined as a drinking establishment serving beer, wine and/or mixed beverages.

**THE FOLLOWING ITEMS MUST BE SUBMITTED WITH THIS APPLICATION:**

- a) Three (3) copies of the legal description of the property sought for ABC Overlay.
- b) Three (3) copies of the deed(s) of the property.
- c) Three (3) copies of all property owners who own property within a **radius of 300 feet** of the property sought for ABC-1 and ABC-2 Overlay, and **a radius of 600 feet** for ABC-3 Overlay requests. The list **MUST** include their mailing address and the legal description of their property and **MUST** be current within 30 days of the date of submittal of the application. The list **MUST ALSO** contain a minimum of 15 separate individual property owners. If there are less than 15 individual owners within the 300 feet, the radius must be extended by increments of 100 feet until the list contains no less than 15 owners or until the radius reaches 1,000 feet. An insufficient list may result in a minimum 30-day delay in your application. You must attest on the attached "Affirmation" that the list is true and correct unless the list is certified by an abstract company.
- d) If the applicant is not the owner of the property, three (3) copies of a letter of authorization from the owner are required.
- e) A filing fee of \$1,135.00 for ABC-1 application and \$1,440.00 for ABC-2 and \$1,420.00 ABC-3 applications.
- f) A site plan drawn to scale showing the property lines, location of building(s), parking, access driveways and the area for alcoholic beverage sales and consumption.
- g) **ABC-3 overlay zoning may not be located within 300 feet of any church, public or private school, day care center or residentially zoned property.**

There are two public hearings for consideration of an ABC Overlay District. First is the Planning Commission hearing which is approximately four weeks from the time the application is submitted to the Development Services Department. Once the Planning Commission makes a recommendation, a public hearing is held by the City Council approximately six weeks later.

Also Send Notice & Staff Report to: ↓

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Applicant's Name (please print)*

\_\_\_\_\_  
*Applicant's Mailing Address*

\_\_\_\_\_  
*City, State, Zip Code*

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**AFFIRMATION**

**STATE OF OKLAHOMA**                    )  
  ) §  
**COUNTY OF OKLAHOMA**                )

I affirm that the ownership list submitted as a part of this application contains the names of all owners of record of property which are within 300 feet (or greater if required) of the property described in the attached exhibit.

Executed at Oklahoma City, Oklahoma, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Applicant

Subscribed and sworn to before me, a Notary Public, in and for the State of \_\_\_\_\_, County of \_\_\_\_\_, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My Commission Expires:

\_\_\_\_\_

\_\_\_\_\_  
Notary Public  
Commission # \_\_\_\_\_