



The City of Oklahoma City
Planning Department, Subdivision and Zoning
 420 West Main Street, Suite 910, Oklahoma City, Oklahoma, 73102
 Phone: (405) 297-2623 – Web: <https://www.okc.gov>

APPLICATION FOR SPECIFIC PLAN

Staff Use Only:

Case No.: PUD _____

File Date: _____

PUD - _____ - _____
(PUD No.?) (Revision)

Project Name _____ PUD Number _____

Specific Plan Area (Acres / Sq Ft) _____

Address Assigned to PUD _____

Size of PUD (Acres / Sq Ft) _____

SUBMITTAL REQUIREMENTS:

- One (1) paper copy of Specific Plan drawn to a scale of one (1") inch equal to one-hundred (100') on one or more 24"x36" sheet(s).
- One (1) white background PDF (.pdf) file format Specific Plan, drawn to a scale of one (1") inch equal to one-hundred (100') feet on one or more 24"x36" sheet(s), reducible to 8.5"x11" sheet size, and at a minimum of 600dpi resolution.
- One (1) written and illustrated summary addressing how the Specific Plan conforms to the PUD Master Design Statement and Master Development Plan Map, indicating the total dwelling units in the Specific Plan by type, the square footage of non-residential uses, and with a parking calculation of the required and provided spaces by use.
- One (1) copy of Letter of Authorization from Property Owner (s) listing Designated Representative if Applicant is not a Property Owner of record.
- All elements of the Master Development Plan Map shall be incorporated into the Specific Plan, with additional detail as follows:
 - o A preliminary site plan for each building site in the Specific Plan showing area(s) to be developed, landscaped, and paved.
 - Existing and proposed buildings.
 - Lot layouts for residential uses and for single-family dwellings, a typical site plan can be included.
 - The maximum and minimum distances between buildings, between building and property or building site boundaries.
 - Percentage of building coverage.
 - Preliminary elevations for all proposed structures. They shall indicate building heights, materials, colors, and the general appearance of proposed structures, fencing, trash disposal, and related storage areas.
 - A parking and loading plan.
 - Preliminary landscape plan.
 - Sign program and sign design with dimensions.
- If the PUD is within a special design district or design overlay district and is subject to design review, additional information shall be submitted to the level of detail required for design review within the respective district(s).
- Maps, Site Plan and, or Survey Exhibits must be 600dpi minimum resolution, scalable, and in a .pdf file format. Photographic file formats of drawings, maps, or other documents will not be accepted.
- A filing fee of \$500.00 must be remitted within One (1) business day of submittal confirmation. Make checks payable to "City Treasurer".

Property Owner Information (if other than Applicant):

Name

Mailing Address

City, State, Zip Code

Phone

Email

Signature of Applicant

Applicant's Name (please print)

Applicant's Mailing Address

City, State, Zip Code

Phone

Email

Submit your Application by Email to Subdivisionandzoning@OKC.gov

Compressed files (.zip, etc..) or links to FileShare services (Dropbox, Google Drive, etc..) can not be accepted for security purposes.

LETTER OF AUTHORIZATION

I, _____ or,
Property Owner of Record

_____ authorize,
Agent of the Property Owner of Record and Title

Designated Representative

to make application for municipal approvals and do all things necessary for the advancement of such application with respect to the property at the following location:

Address and/or County Assessor account number and County Name

By: _____
Signature

Title: _____
Manager / Proprietor

Date: _____
MM/DD/YYYY