



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>

Staff Use Only:
File Date: _____
Record No: _____ <small>(PAA or SPAA number)</small>

REQUEST FOR MINOR AMENDMENT TO PUD OR SPUD

Director Approval of Minor Amendments: The Director shall be permitted to approve minor amendments and adjustments to the PUD or SPUD Master Design Statement or Master Development Plan Map.

 PUD or SPUD Number

 Address of Property (Leave blank if unknown)

SUBMITTAL REQUIREMENTS:

- One (1) copy of signed, and dated, request form.
- One (1) copy of detailed narrative, citing specific sections, of proposed changes in a .pdf file format.
- One (1) copy of Letter of Authorization if other than property owner.
- One (1) copy of supporting illustrations, or photographs.
- Maps, Site Plan and, or Survey Exhibits must be of 600dpi minimum resolution, and in a .pdf file format. Photographic file formats of drawings, maps, or other documents will not be accepted.
- A filing fee of \$125.00 per each request must be remitted within One (1) business day of submittal confirmation. (Make checks payable to “City Treasurer”)

The Director shall be permitted to approve minor amendments and adjustments to the PUD or SPUD Master Design Statement or Master Development Plan Map, provided the following conditions are satisfied:

(1) The project boundaries are not altered., (2) Uses other than those specifically approved in the PUD or SPUD are not added. Percentage of area devoted to specific uses may not be increased or decreased by more than 20 percent of the area devoted to the specific use. Uses may be deleted, but not to the extent that the character of the project is substantially altered. (3) The allocation of land to uses, or the relationship of uses within the project, is not substantially altered. (4) The density of housing is not increased by more than 20 percent or decreased by more than 30 percent. (5) The land area allocated to non-residential uses is not increased or decreased by more than 20 percent. (6) Floor area, if prescribed, is not increased, or decreased by more than 20 percent. (7) Floor area ratios, if prescribed, are not increased. (8) Open space areas or ratios, if prescribed, are not decreased. (9) Screening and fencing requirements provided amendments shall not substantially alter the PUD or SPUD. (10) Height restrictions, yard requirements, lot coverage restrictions, and other area, height and bulk requirements prescribed in the PUD Design Statement are not altered by more than 20 percent. (11) The circulation system is not substantially altered in design, configuration, or location, and has the approval of the Traffic Management Division. (12) The design and location of access points to the project are not substantially altered, either in design or capacity and have the approval of the Traffic Management Division. (13) Administrative amendments sought for any PUD or SPUD subject to design review in a special design district, as outlined in § 59-14100.3. C. shall be subject to the design review process of the appropriate district.

Property Owner Information (if other than Applicant):

Name (please print)

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

Staff Notes: _____

Submit your Request by Email to Subdivisionandzoning@OKC.gov
 Compressed files (.zip, etc..) or links to FileShare services (Dropbox, etc..) can not be accessed for security purposes.