



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 STREET NAME

Change and / or Designation

Staff Use Only:

Case No.: SN _____

File Date: _____

Ward No.: _____

Nbhd. Assoc.: _____

School District: _____

Street Class: _____

 Proposed Street Name

 Existing Street Name

 Length of Proposed Change

 Purpose Statement

 Beginning Location (Ex. Startshere Street)

 Ending Location (Ex: Endshere Avenue)

REQUIREMENTS FOR SUBMITTAL:

- One (1) Petition of Request for Street Name Change or Designation. Consisting of written consent from **more than** Fifty Percent (50%) of all property owners with frontage along the total frontage of proposed street name change. Said petition must include all consenting property owners' names, signatures with date(s), subject property address, mailing address(es), telephone number(s), and email contact information in .pdf file format. Reference "Street Name Change Petition Sample" document for preferred formatting.
- One (1) copy of Property Owners Report listing all property owners who own property abutting or adjacent to the entire frontage of the portion of the street to be renamed. The list **MUST** include the mailing address and the legal description of their property and **MUST** be current to within 30 days of the date of submittal of the application. An insufficient list may result in a minimum 30-day delay in your application.
- One (1) Signed and Notarized copy of "Affirmation" that the Property Owners Report listings are true and correct unless the list is prepared by a Certified Abstractor or County official.
- One (1) map which indicates the location of the street length to be named. This map must illustrate property ownership lines and indicate property the owner's names of all property owners requesting closure.
- Maps, Site Plan and, or Survey Exhibits must be Letter size (8.5" x 11"), 600dpi minimum resolution, and in a .pdf file format. Photographic formats of drawings, maps, or other documents will not be accepted.
- A filing fee of \$1400.00 must be remitted within One (1) business day of submittal confirmation. (Make check payable to "City Treasurer")

Property Owner Information (if other than Applicant):

Name

Signature of Applicant

Mailing Address

Applicant's Name (please print)

Applicant's Mailing Address

City, State, Zip Code

City, State, Zip Code

Phone

Phone

Email

Email

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

Submittal Requirements:

Guidelines for Naming or Renaming Any Street, Bridge, Alley and/or Way Within The City of Oklahoma City
(Adopted by Resolution of the City Council on April 24, 2007)

Street Name Approval:

The Planning Commission shall approve the names of all streets as part of the subdivision approval process. The developer shall initially propose street names on the face of the preliminary plat for major subdivisions and the final plat for minor subdivisions. Names shall be sufficiently different in sound and in spelling from other street names in the City so duplication is avoided. A continuance of an existing street shall, wherever possible, bear the same name. East-west streets shall be numbered in accordance with the established pattern throughout the City.

Street Name Change:

Outside of the correction of errors, the Planning Commission and City Council shall consider applications for changing the name or names of an existing public or private street, in accordance with the following requirements:

1. The street, alley or way to be renamed shall be the shortest segment possible and shall not disturb the existing numbering pattern.
Major arterial streets, section-line roads or streets with a consistent name through the City are not subject to renaming.
2. A street name change must reflect a special public interest, place, historic event or to honor a nationally recognized person or group, an elected official or outstanding citizen with citywide impact.
 - Biographical data that demonstrates the stature of such person or entity shall be submitted to the Planning Commission in conjunction with the name change application.
 - If honoring an individual person, the street name will not include titles or honorariums.
3. Corporate or academic campuses that are self-contained can petition for renaming outside of these requirements.
4. The proposed name must meet the specifications required by the City's public safety agencies and the Geographic Information System (GIS) with regard to numbering, punctuation, spelling, and foreign language.

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 abutting or adjacent to the property described in the attached exhibit.

Executed at Oklahoma City, Oklahoma, on the _____ day of _____, 20_____

Applicant Signature

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 # _____

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

Petition for Street Name Change

The undersigned (do/does) hereby request that (existing street name), an existing street within the City limits of Oklahoma City, be designated (new street name).

The street is located between,

(location a) and (location b).

1.) Property Address

Property Owner Name _____
Mailing Address _____ Signature _____ Date _____
City, State, Zip code _____
10-Digit Telephone _____
Email Address _____

2.) Property Address

Property Owner Name _____
Mailing Address _____ Signature _____ Date _____
City, State, Zip code _____
10-Digit Telephone _____
Email Address _____

3.) Property Address

Property Owner Name _____
Mailing Address _____ Signature _____ Date _____
City, State, Zip code _____
10-Digit Telephone _____
Email Address _____

4.) Property Address

Property Owner Name _____
Mailing Address _____ Signature _____ Date _____
City, State, Zip code _____
10-Digit Telephone _____
Email Address _____

5.) Property Address

Property Owner Name _____
Mailing Address _____ Signature _____ Date _____
City, State, Zip code _____
10-Digit Telephone _____
Email Address _____



**The City of
OKLAHOMA CITY**
DEVELOPMENT SERVICES DEPARTMENT

2020 NOV 18 AM 11:01
OKLAHOMA CITY CLERK

2021 CALENDAR YEAR

**SCHEDULE OF REGULAR MEETINGS
PLANNING COMMISSION**

**All meetings are scheduled to take place at 1:30 pm
in the Council Chambers, City Hall, 200 North Walker Avenue, Third Floor**

**FILING DEADLINE DATE
(Prior to 12:00 Noon)**

**MEETING DATE
1:30 PM, THURSDAY**

November 25, 2020**
December 11, 2020*
December 23, 2021
January 7, 2021
January 21, 2021
February 4, 2021
February 18, 2021
March 4, 2021
March 25, 2021
April 8, 2021
April 22, 2021
May 20, 2021
June 24, 2021
July 8, 2021
July 22, 2021
August 5, 2021
August 26, 2021
September 9, 2021
September 30, 2021
October 21, 2021
November 24, 2021**
December 9, 2021

January 14, 2021
January 28, 2021
February 11, 2021
February 25, 2021
March 11, 2021
March 25, 2021
April 8, 2021
April 22, 2021
May 13, 2021
May 27, 2021
June 10, 2021
July 8, 2021
August 12, 2021
August 26, 2021
September 9, 2021
September 23, 2021
October 14, 2021
October 28, 2021
November 18, 2021***
December 9, 2021
January 13, 2022
January 27, 2022

*Friday
**Wednesday
***Third Thursday

NAME: JJ Chambless
TITLE: Subdivision & Zoning Manager
ADDRESS: 420 West Main Street/9th Floor
PHONE: (405) 297-2623