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# CITY OF CHOCTAW

USES PERMITTED ON REVIEW  
APPLICATION  
The Choctaw Board of Adjustment



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## USES PERMITTED ON REVIEW POLICIES & PROCEDURES

1. Incomplete applications will not be considered and completed application must be submitted twenty (20) days prior to Board of Adjustment hearing.
2. Applicant must provide a certified ownership list prepared by a bonded Abstractor, Registered Engineer or Surveyor. Each owner within 300 feet of exterior boundaries of your property will be notified by mail at least ten (10) days prior to hearing.
3. If your property fronts a section line road, a 17' easement is required (additional to the statutory 33' right-of-way). If your property fronts a street less than 50' wide, a 25' or less easement is required from the centerline.
4. Prior to the Board of Adjustment hearing, the City will send you, by mail, a copy of the Public Hearing Notice.
5. Applicant must provide location sketch of the property showing nearest road intersection.
6. Applicant must provide copy of Warranty Deed (as evidenced by OK County).
7. The City will publish a Public Notice in the local newspaper 10 days prior to hearing and bill the applicant for such cost.
8. The Board meets at 7:00 p.m., fourth Monday of each month, Council Chambers, 2500 N. Choctaw Road.

### FEES (Non-Refundable)

- |                                                         |                |
|---------------------------------------------------------|----------------|
| 1. Application fee                                      | \$ 50.00       |
| 2. Public Notice Sign fee                               | \$ 45.00       |
| 3. Public Hearing Advertisement (reimbursement to City) | \$ actual cost |

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**USES PERMITTED ON REVIEW  
APPLICATION**

(Please Print (Black Ink) or Type)

**Applicant:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Property address:** \_\_\_\_\_

**Property zoning:** \_\_\_\_\_

**What is the "Use Permitted on Review?:"** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Code Section No.:** \_\_\_\_\_

The undersigned declares that the above statements and those contained in any exhibits transmitted to the Board of Adjustment are true and correct to the best of my knowledge and that I received a copy of the Policies and Procedures regulating this application.

\_\_\_\_\_  
Signature of Owner or Authorized Agent\*

\_\_\_\_\_  
Date

**\*Owner or authorized agent must be present at public meeting.**

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**(For Official Use Only)**

**County Parcel Number:** \_\_\_\_\_