



Community Development Department

Planning Division

Planned Unit Development (PUD) Application

200 S MAIN • P.O. BOX 180 • OWASSO, OKLAHOMA 74055 • (918) 376-1500 • planning@cityofowasso.com

PLANNED UNIT DEVELOPMENT (PUD) APPLICATION

FOR OFFICE USE ONLY

Case Number:	
Date Received:	
TAC Date:	
PC Date:	
CC Date:	
Fees Paid (\$500.00 + \$3.00 per notice mailed + \$5.00 per lot created + \$50.00 sign fee)	

CONTACT INFORMATION

PROPERTY OWNER NAME:

PHONE:

OWNER ADDRESS:

STREET CITY STATE ZIP

OWNER EMAIL:

APPLICANT NAME:

PHONE:

(If different than owner)

APPLICANT ADDRESS:

STREET CITY STATE ZIP

APPLICANT EMAIL:

ENGINEER/DESIGN FIRM:

PHONE:

FIRM ADDRESS:

STREET CITY STATE ZIP

FIRM EMAIL:

PROPERTY INFORMATION

LEGAL DESCRIPTION: (Please provide digital copy as a Word document with application)

PROPERTY LOCATION/ADDRESS:

STREET CITY STATE ZIP

SUBDIVISION/DEVELOPMENT NAME:



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COUNTY:

ACREAGE:

SQUARE FOOTAGE OF PROPOSED BUILDING(S):

CURRENT ZONING:

OWASSO LAND USE MASTER PLAN DESIGNATION:

PROPOSED ZONING/USE:

IS ANY PORTION OF THE PROPERTY WITHIN A REGULATED FLOOD PLAIN? Yes No

If yes, a flood plain development permit may be required.

TYPE OF DEVELOPMENT

Retail/Commercial

Multi-Family Residential

Office

Mixed Use

Industrial

Other:

Number of dwelling units if a residential project:

PUBLICATION NOTICE

Who is the person that shall be billed for publication?

Present Owner

Agent for Owner

Purchaser

Attorney for Owner

Other

MAILING ADDRESS:

STREET

CITY

STATE

ZIP

PHONE:

EMAIL ADDRESS:

The individual checked above will be billed directly from the local newspaper for the advertising cost of the notice publication.



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SUBMITTAL

The following items shall also be attached to or submitted with this application form:

Completed PUD application and the accompanying checklist

PUD proposal that meets all requirements as listed on this checklist

Ten (10) copies of the PUD proposal and all accompanying documents.

One (1) digital copy of all sheets in PDF format e-mailed to planning@cityofowasso.com

Property survey

300' certified radius report from a title or abstract company

Legal description of the property (If by metes and bounds, attach plat of survey)

A certificate of closure from a licensed surveyor

Application fee of \$500.00 + \$3.00 per notice mailed + \$5.00 per lot created + \$50.00 sign fee

Owner's signature (Attach an owner authorization letter if applicant is not record owner's agent.)

Please submit this completed application form with all required items to the Owasso [Planning Division](#). Applicants must submit a paper copy of all materials to Owasso City Hall **and** an electronic copy of all materials to planning@cityofowasso.com. Incomplete applications will not be accepted. Applications are due on or before the 1st of the month to be eligible for addition to that month's Technical Advisory Committee meeting agenda. After TAC review, the application is included on the agendas for the next [Planning Commission](#) and [City Council](#) meetings. The applicant or the applicant's representative must attend the Technical Advisory Committee, Planning Commission, and City Council meetings.



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SIGNATURES

I, _____ (applicant name), hereby certify that the attached and completed application contains the information required by the City of Owasso as specified above. I understand the submission of incomplete and inaccurate information may result in a delay in processing and action on this application.

Signature of Applicant:

Date:

Signature of Property Owner:

Date:

The property owner must sign the application or it will not be processed.

FOR OFFICE USE ONLY

Staff Signature:

Date:

Staff Comments: