



CITY OF CHOCTAW
2500 N Choctaw Rd / PO Box 567, Choctaw, OK 73020
Phone (405) 390.2999 / Fax (405) 390.3332

**Lot Line Adjustment
APPLICATION**
(Please Print in Ink or Type)

Applicant : _____

Address : _____
City State Zip

Phone : _____ **Cell :** _____

Email Address: _____

Property 1 address : _____

Property 2 address : _____

Legal Description Lot 1: _____

Legal Description Lot 2: _____

Number of Acres Lot 1: _____ **Number of Acres Lot 2 :** _____

Property zoning district : _____

I hereby certify and attest that I am the current and legal owner of the above described property located in the City of Choctaw 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.**

Do Not Write Below This Line—Official Use Only

Permit # : _____ **Receipt # :** _____

Total Amount Paid : \$ _____ **Date Paid :** _____

Cash Check # _____ Credit Card _____

County Parcel Number: _____

LOT LINE ADJUSTMENT POLICIES, PROCEDURES, AND CHECKLIST

Please provide the following information and documents which must be completed in full and accepted by the City at least twenty (20) days prior to the Planning Commission's regular scheduled meeting (first Thursday of each month). If any requirement(s) are not satisfied, a reason is thereby created for the denial of this application to be placed on the Planning Commission agenda.

1. DOCUMENTS REQUIRED FROM APPLICANT

- Provide a copy of the original deed indicating the legal description of the tract, site or parcel proposed for split.
- 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. No tract shall be created or designated on a public street with frontage less than required by zoning. No easement will be created that might be used as a private road in the future.
- Provide a copy of the percolation test results for septic tanks approved by the City-County Health Department (if applicable).
- Provide a copy of water well drilling approval by the City-County Health Department (if applicable).
- Provide a copy of the Affidavit of Land or Mineral Ownership (Attached)

2. DOCUMENTS REQUIRED FROM A REGISTERED SURVEYOR

Certified surveys, prepared by a land surveyor registered in the State of Oklahoma, shall be submitted on the original tract and the subdivision thereof. The surveys shall show the following:

- Provide one (1) certified survey sketch of total site and include the following:
 1. Legal description of total area and computed area to the hundredth of an acre.
 2. Scale, North point, and date
 3. Key Map showing the location of the tract(s) referenced to existing and proposed major streets and section line roads.
 4. Location of existing buildings (size and type) and dedicated streets at the point where they adjoin and/or are immediately adjacent to the site.
 5. Length of boundaries of the tract(s) created and proposed location and width of streets, alleys, and types of easements and building setback lines where applicable.
 6. Location of FEMA's NFIP floodway easement and 100 and 500 year flood zone boundary. With the NFIP panel information.
 7. Location of utilities and stormwater infrastructure including existing or proposed, whether on or adjacent to site.
 8. General drainage shown by use of directional arrows.
 9. Surveyor's Certificate: Original signature and seal of the registered land surveyor preparing the plat of survey properly notarized.
- Provide one (1) certified survey sketch for each tract:
Other requirements same as paragraph A above.
- Provide one (1) warranty deed for the new tract(s) created with legal description and name of seller.
Note: If property is on a private road, the new deed must be clearly marked as such.
- Provide a certified list of all property owners' names and addresses within 300' of the area to be rezoned that has been compiled and prepared by the Oklahoma County Assessor's Office or a title company authorized to issue title policies in the state of Oklahoma.

3. GENERAL REQUIREMENTS

- A. Minimum lot size and area regulations shall be in conformance with the appropriate zoning district except for the following:
 1. Minimum frontage must comply with the assigned zoning regulations.
 2. Minimum lot size for septic tanks is 24,000 square feet.
 3. Lot size is net size (does not include rights-of-way or road easements (public or private).
 4. Private road location—minimum lot size is 2 acres net.
- B. Survey pins on all corners. Tract(s) to be posted and flagged adequately to be visible from the public street.
- C. Existing roadway utility easements are to be removed from the lot area total.

Please contact the City Planner prior to submitting a lot line adjustment application to ensure your lot line adjustment meets the minimum standards of the zoning district.

FEES (NON-REFUNDABLE)

1. City/County Filing Fee	Billed actual cost
2. Platted Property	\$100.00
3. Unplatted Property	\$360.00

5. I acknowledge and understand that section 121 generally prohibits an alien or person who is not a citizen of the United States from acquiring title to or owning land in the State of Oklahoma. I further acknowledge and understand that section 121 does not prohibit an alien who is or who shall become a bona fide resident of the State of Oklahoma from acquiring title to or owning land in the State of Oklahoma.

6. I acquired title to the Property in compliance with the requirements of 60 O.S. § 121 and no funding source was used in the sale or transfer of the Property in violation of section 121 or any other state or federal law.

7. I acknowledge and understand that making or causing to be made a false statement in this affidavit may subject me to criminal prosecution for perjury and/or being liable for actual damages suffered or incurred by any person or other entity as a result or consequence of the making of or reliance upon such false statement.

FURTHER AFFIANT SAYETH NOT.

AFFIANT

Date

The foregoing instrument was acknowledged before me this ____ day of _____, 20 ____,
by _____.

NOTARY PUBLIC

My Commission Expires: _____

My Commission Number: _____