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**LOT MERGE APPLICATION**

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

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

Phone : ( \_\_\_\_\_ ) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail address : \_\_\_\_\_

Property address (Lot 1) : \_\_\_\_\_

Property address (Lot 2) : \_\_\_\_\_

Legal Description (Lot 1) : \_\_\_\_\_

Legal Description (Lot 2) : \_\_\_\_\_

Number of Acres (Lot 1) : \_\_\_\_\_ Number of Acres (Lot 2) : \_\_\_\_\_

Total Combined Acres : \_\_\_\_\_

Number of tracts being merged : \_\_\_\_\_ Property zoning district : \_\_\_\_\_

County Parcel Number (Lot 1) : \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Lot Dimension : \_\_\_\_\_

County Parcel Number (Lot 2) : \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Lot Dimension : \_\_\_\_\_

*(If more than two (2) lots are being merged, list all other, property addresses, lot dimensions and County Parcel Numbers and dimensions on a separate page.)*

**I hereby certify and attest that I am the current and legal owner of the above described properties 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

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**DO NOT WRITE BELOW THIS LINE, ADMINISTRATIVE USE ONLY**

Permit # : \_\_\_\_\_

Receipt # : \_\_\_\_\_

Total Amount Paid : \$ \_\_\_\_\_

Date Paid : \_\_\_\_\_

Cash

Check # \_\_\_\_\_

Credit Card \_\_\_\_\_

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## LOT MERGE POLICIES AND PROCEDURES

Please provide the following information and documents which must be completed in full and accepted by the City. If any requirement(s) are not satisfied, a reason is thereby created for the denial of this application.

### 1. DOCUMENTS REQUIRED FROM APPLICANT

- A. Provide a copy of the original deed indicating the legal description of the tract(s), site(s) or parcels proposed for merge.
- B. If your property is adjacent to 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.
- C. 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 resubdivision thereof. The surveys shall show the following:

- A. Provide one (1) certified survey sketch of total site:
  - 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.
- B. Provide one (1) certified survey sketch for each resulting new tract:  
Other requirements same as paragraph A. above.
- C. Provide warranty deed for the new tract 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.

### 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 for septic tanks is 120 feet.
  - 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.

### FEES (NON-REFUNDABLE)

- |               |          |
|---------------|----------|
| 1. Filing Fee | \$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: \_\_\_\_\_