



**EL RENO**  
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## Community Development Department

101 N. Choctaw El Reno, OK 73036 • (405)-295-9317

### Rezoning Application

#### APPLICANT INFORMATION

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

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

Current Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_

PUD: \_\_\_\_\_

#### Please provide the following documents with your application:

- ☐ Full Legal Description of the Property (i.e. Deed)
- ☐ Certified List of Property Owners within 300' of the property (at least 10 owners)
- ☐ Check addressed to the City of El Reno for the application fee of \$550.
- ☐ Detailed statement of the character and nature of the use that is intended to change.
- ☐ Plot plan, drawn to scale on suitable paper including dimensions of the lot to be built on including the size and location of the building to be erected/changed.
- ☐ If the applicant is not the owner, please provide a letter of consent from the subject property owner.

#### § 361-139 **New construction.**

No building or other structure shall be erected, constructed, enlarged, altered, nor shall the use of any land or building or other structure be changed without a zoning clearance permit being issued authorizing such construction, alteration, or use changes as being in compliance with the provisions of this chapter, except that no zoning clearance permit shall be required for usual farm buildings within an A District for agricultural purposes. No building or other permit shall be issued for any construction not conforming to a valid zoning clearance permit.

#### § 361-140 **Change in use of land or building.**

No change shall be made in the use of any land or building or structure after the passage of this chapter until a zoning clearance permit has been obtained, certifying that all the provisions of this chapter have been complied with, except that no zoning clearance permit shall be required for the planting of agricultural crops.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

I AFFIRM THAT I HAVE ATTACHED ALL REQUIRED INFORMATION, AND I UNDERSTAND THAT INCOMPLETE APPLICATIONS CAN RESULT IN NOT BEING PLACED ON MUNICIPAL PLANNING COMMISSION, CITY COUNCIL, AND/OR BOARD OF ADJUSTMENT AGENDAS UNTIL APPLICATIONS ARE COMPLETE.