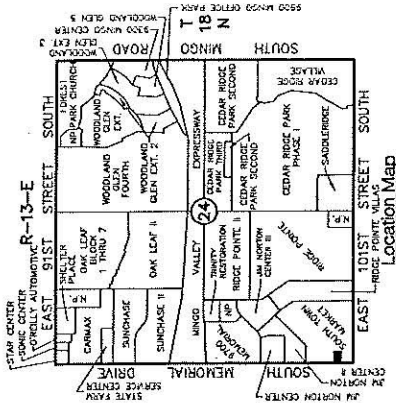


CHANGE OF ACCESS ON RECORDED PLAT PROCEDURE

The following procedure has been approved by the City's Traffic Engineering Department, County Engineering Department and the Tulsa Metropolitan Area Planning Commission (TMAPC) for changes of access on recorded plats.

- 1) Applicant should review the proposed change with appropriate engineer, or their designated representative, prior to preparing the forms. For locations within City of Tulsa, contact the City of Tulsa Traffic Engineer; otherwise, contact the Tulsa County Engineer. Contact information for either engineer can be obtained through INCOG.
- 2) If the change is agreeable with both the applicant and the engineer, then follow the procedure below.
- 3) Step-by-step procedure:
 - a. Fill out the Application Form, including legal description and address.
 - b. Prepare a small and precise Exhibit to accompany the Change of Access form. (This should not be larger than 8 ½" x 14".)
 - c. Obtain the plat number from the County Clerk's office.
 - d. Sign and notarize, taking care to use proper notary (Individual or Corporate).
 - e. Submit the forms to the appropriate engineer for review and signature.
 - f. Bring signed Application Form, Change of Access Form, with Exhibit to INCOG/TMAPC, 2 West 2nd Street, Suite 800.
 - g. Pay \$100.00 filing fee, made payable to "INCOG".
 - h. Staff will place item on an agenda for approval and signature by TMAPC.
 - i. Staff will return original to applicant who should take the instrument to County Clerk to file of record.



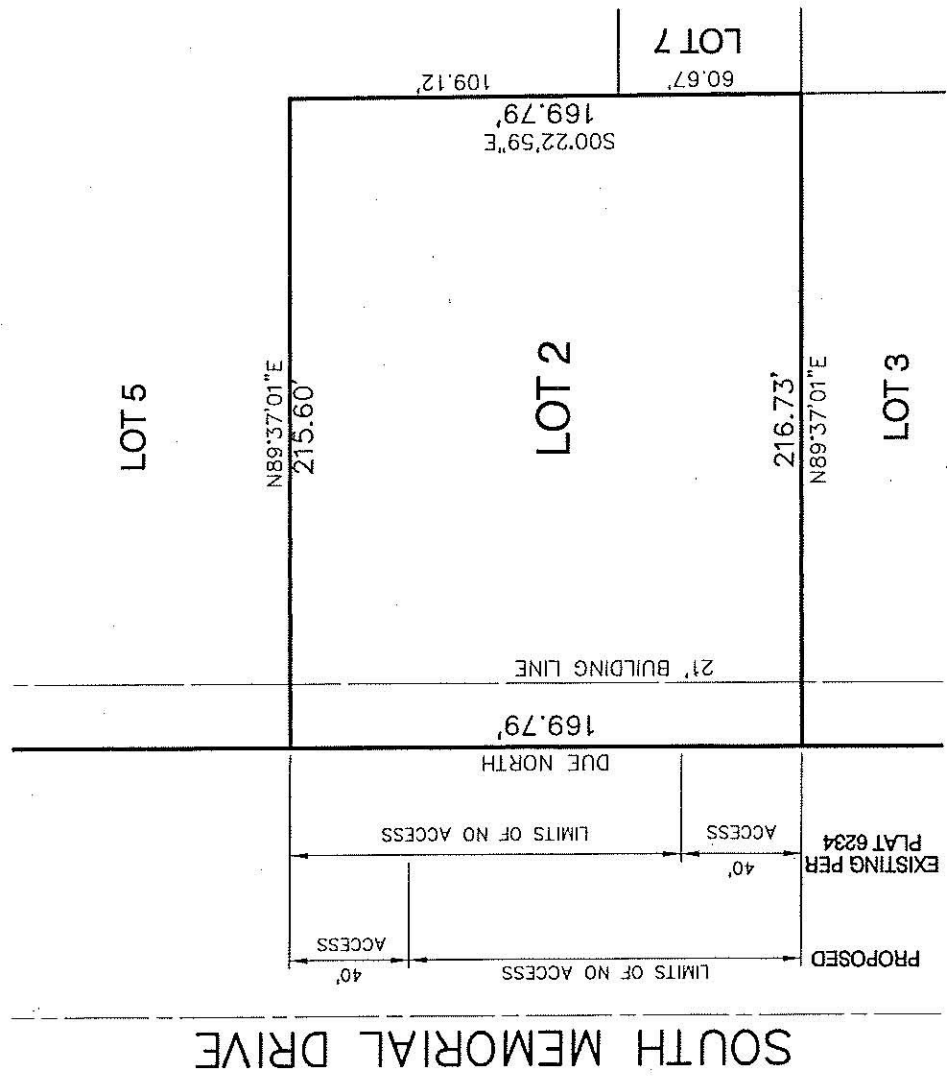
APPROVED: *Mark A. Brown*
TRAFFIC ENGINEER

EXHIBIT 'A'
REVISED CHANGE OF ACCESS EXHIBIT
FOR
LOT 2 IN BLOCK 1
OF
SOUTH TOWN MARKET
SECTION 24, T-18-N, R-13-E
CITY OF TULSA, TULSA COUNTY, OKLAHOMA



SEPTEMBER 30, 2009

SACK AND ASSOCIATES, INC.
111 South Elgin Avenue, Tulsa, Oklahoma 74120-1818
Phone: (918) 438-7229 Fax: (918) 438-7229
www.sackandassociates.com
CA No. 2002411700 (R-13-E) and 1402 (T-18-N)
Project: 101ST AND MEMORIAL-A XREF: CORPORATE 5-614X T-545
Drawn: DLS/LWR Code: MRC00D File: 1813.24 Drawn: C
Plotted: 30 SEP 2009



Example

TULSA METROPOLITAN AREA PLANNING COMMISSION

INCOG - 2 West 2nd Street, Suite 800 - Tulsa, Oklahoma 74103 - (918) 584-7526 - FAX (918) 583-1024

tulsaplanning.org

CHANGE OF ACCESS

APPLICATION INFORMATION

RECEIVED BY: _____ DATE FILED: _____ TMAPC DATE: _____

APPROVED PLAT WAIVER REQUIREMENT: YES: _____ NO: _____

REFERENCE CASES

PLAT NAME:			
ZONING/PUD/CO CASE:		BOARD OF ADJUSTMENT CASE:	
TMAPC DATE:		BOA DATE:	

SUBJECT PROPERTY INFORMATION

ADDRESS OR DESCRIPTIVE LOCATION: _____

LEGAL DESCRIPTION: _____

PRESENT USE: _____ PRESENT ZONING: _____ PROPOSED ZONING: _____ CD: _____

SUBMITTAL REQUIREMENTS

This application must be accompanied by a copy of the applicant's proposal, including the original and two (2) copies of 'Change of Access' form, signed and notarized by owner(s) with accompanying map, no larger than 8½" x 14" with the engineer's approval shown on maps and forms.

APPLICANT INFORMATION	PROPERTY OWNER INFORMATION
NAME	NAME
ADDRESS	ADDRESS
CITY, ST, ZIP	CITY, ST, ZIP
DAYTIME PHONE	DAYTIME PHONE
EMAIL	EMAIL
I, THE UNDERSIGNED APPLICANT, CERTIFY THAT THE INFORMATION ON THIS APPLICATION IS TRUE AND CORRECT.	
SIGNATURE & DATE:	

DOES OWNER CONSENT TO THIS APPLICATION? [] Y [] N. WHAT IS APPLICANT'S RELATIONSHIP TO OWNER? _____

APPLICATION FEES (Make checks payable to INCOG)		
TOTAL DUE:	\$100.00	RECEIPT NUMBER:

APPLICATION FEES IN WHOLE OR PART WILL NOT BE REFUNDED AFTER STAFF REVIEW HAS BEEN COMPLETED.

PROCESS TRACKING/ DISPOSITION			
ENGINEERING REVIEW:		ORIGINAL TO APPLICANT:	
TMAPC ACTION:		COPY TO HOUSE NUMBERING:	
TMAPC DATE/VOTE:		COPY TO FILE:	

**CHANGE OF AND CONSENT TO
AREAS OF ACCESS AS SHOWN ON RECORDED PLAT**

WHEREAS, _____ are the owners of _____, in the city and/or county of Tulsa, Oklahoma, according to the recorded plat thereof; and

WHEREAS, said owners desire to change the access points from _____ to the above described property and,

WHEREAS, such change requires approval of the Tulsa Metropolitan Area Planning Commission; and

WHEREAS, the Tulsa Metropolitan Area Planning Commission may approve such change of access with a favorable recommendation by the designated Engineer of the City of Tulsa or Tulsa County, Oklahoma.

NOW THEREFORE, the undersigned owners of the above named property in the City (and/or) County of Tulsa, Oklahoma according to the recorded plat thereof, does hereby change the access point(s) from its (their) present location as shown on the above named plat as recorded in the office of the County Clerk of Tulsa County, Oklahoma, as plat number _____ to the location(s) as shown on the attached Exhibit A, which is incorporated herein by reference and made a part hereof for all purposes.

The Tulsa Metropolitan Area Planning Commission by the affixing of its approval to this instrument does hereby stipulate and agree to such change and, that from and after the date of this consent, ingress and egress shall be permitted over, through and across the areas of access as shown on attached Exhibit A, which is incorporated herein by reference. The area of "access" as previously shown are hereby revoked and access to the property prohibited across said area. The area of limits of no access previously existing along the area of access now permitted by this change and consent is hereby expressly vacated, annulled and held for naught.

IN WITNESS WHEREOF, the parties have hereunto set their hands and affixed their seals this _____ day of _____, 20_____.

Owner

Owner

APPROVED:

City/County Engineer

TMAPC

STATE OF _____)
) SS
COUNTY OF _____)

INDIVIDUAL ACKNOWLEDGEMENT

Before me, the undersigned, a Notary Public in and for said County and State, on this _____ day of _____, 20_____, personally appeared _____, to me known to be the identical person(s) who executed the foregoing instrument and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the purposes therein set forth.

GIVEN under my hand and seal the day and year last above written.

My Commission Expires: _____

Notary Public

STATE OF _____)
) SS
COUNTY OF _____)

CORPORATE ACKNOWLEDGEMENT

Before me, the undersigned, a Notary Public in and for said County and State, on this _____ day of _____, 20_____, personally appeared _____, to me known to be the identical person(s) who subscribed the name of the maker thereof to the foregoing instrument as its _____ and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed of such corporation, for the purposes therein set forth.

GIVEN under my hand and seal the day and year last above written.

My Commission Expires: _____

Notary Public

LIMITATION OF ACCESS

WHEREAS, _____ is the owner of the real property described and graphically depicted within the attached Exhibit "A", hereinafter referred to as the "Property" and

WHEREAS, the Tulsa Metropolitan Area Planning Commission, on the _____ day of _____, 20____, approved a waiver of the Tulsa Zoning Code requirement that property which has been rezoned shall be platted, but imposed a condition that ingress and egress to the Property be limited.

THEREFORE, the undersigned Owner does hereby relinquish rights of ingress and egress to the Property within the bounds designated as "Limits of No Access" (LNA) on the attached Exhibit "A". The limitation of access herein established shall run with the Property, but may be amended or released by the Tulsa Metropolitan Area Planning Commission or its successors, or as otherwise provided by the statutes and laws of the State of Oklahoma.

IN WITNESS WHEREOF, the parties have hereunto set their hands and affixed their seals this _____ day of _____, 20_____.

Owner

Owner

APPROVED:

City/County Engineer

TMAPC