2 W. 2nd St., Suite 800 | Tulsa, OK 74103 | 918.584.7526 | tulsaplanning.org

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County Comprehensive Plan Amendment (TCCP) Application Instructions

Land Use Map Amendments

If development proposals are not consistent with the Comprehensive Plan Map(s) and are determined a significant deviation from the Comprehensive Plan, a Comprehensive Plan Amendment application must run concurrently with the development application(s) (Zoning, PUD, or PUD Major Amendments only).

1. Fill out County Comprehensive Plan Amendment Application, located at:
[tulsaplanning.org/resources/forms-applications](http://tulsaplanning.org/resources/forms-applications)
2. Provide a map identifying the subject area of the proposed amendment.
3. Provide a written justification for the amendment that addresses:
	* How conditions of the subject area and its surrounding properties have changed.
	* How those changes have impacted the subject area to warrant the proposed amendment.
	* How the proposed change will enhance the surrounding area.
4. Submit Application and additional items to the TMAPC staff at INCOG.
5. TMAPC staff will schedule a proposed map amendment for TMAPC hearing concurrent with the development proposal.

## *TULSA METROPOLITAN AREA PLANNING COMMISSION*

INCOG - 2 West 2nd Street, Suite 800 - Tulsa, Oklahoma 74103 - (918) 584-7526 - FAX (918) 583-1024 [tulsaplanning.org](http://www.tulsaplanning.org/)

## *COUNTY COMPREHENSIVE PLAN AMENDMENT*

## [ ] *LAND USE MAP* [ ] *PLAN POLICY (TEXT)*

### *APPLICATION INFORMATION*

### RECEIVED BY:\_\_\_\_\_\_ DATE FILED: \_\_\_\_\_\_ \_\_\_\_\_\_ TMAPC DATE: CASE NUMBER: TCCP-

RELATED Z/PUD CASE #: TMAPC DATE: TMAPC/BOCC ACTION:

### *SUBJECT PROPERTY INFORMATION*

ADDRESS OR DESCRIPTIVE LOCATION: TRACT SIZE:

LEGAL DESCRIPTION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PRESENT ZONING: \_\_\_\_\_ PRESENT USE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_T-R-S CCD: \_\_\_\_\_\_

|  |  |
| --- | --- |
| ***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)*  |
| BASE APPLICATION FEE | $250.00 |
| NEWSPAPER PUBLICATION | $75.00 |
| 300’ PROPERTY OWNERS MAIL & POSTAGE \*\*Do **not** charge with concurrent zoning application | $45 + $ = | \*\*$ |
| SIGNS\*\*Do **not** charge with concurrent zoning application | $130 x \_\_\_\_\_\_ = \_\_\_\_\_\_\_ | \*\*$ |
| RECEIPT NUMBER: | **TOTAL AMOUNT DUE:** | **$** |

*APPLICATION FEES IN WHOLE OR PART WILL NOT BE REFUNDED AFTER NOTIFICATION HAS BEEN GIVEN.*

|  |
| --- |
| ***DISPOSITION*** |
| **TMAPC ACTION:** | **BOCC ACTION:** |
|  | **DATE/VOTE:** |
| **DATE/VOTE:** | **RESOLUTION NO.:** |

***LAND USE MAP AMENDMENTS***

|  |  |  |
| --- | --- | --- |
| CURRENT ZONING DESIGNATION | CURRENTLAND USE DESIGNATION | PROPOSEDLAND USE DESIGNATION |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Please include the following with your application:

[ ] Legal Description (email legal description in a Word document to esubmit@incog.org).

[ ] MAP IDENTIFYING THE SUBJECT AREA(S)

[ ] WRITTEN JUSTIFICATION FOR THE AMENDMENT(S), including:

* + **How conditions of the subject area and its surrounding properties have changed.**
	+ **How those changes have impacted the subject area to warrant the proposed amendment.**
	+ **How the proposed change will enhance the surrounding area.**

***MEETING LOCATIONS***

**Tulsa Metropolitan Area Planning Commission (TMAPC) meeting: Wednesday, 1:00 p.m.**

**Tulsa City Council Room, 2nd Level, One Technology Center, 175 East 2nd Street**