

110 N. BROADWAY ~ P.O. BOX 399 ~ SKIATOOK, OK 74070 ~ (918)-396-2797 ~ mdavis@cityofskiatook.com

FINAL PLAT APPLICATION

FOR OFFICE USE ONLY

Case Number:	
Date Received:	
TAC Date:	
PC Date:	
Fee Paid (\$500.00)	

CONTACT INFORMATION:

PROPERTY OWNER NAME: _____ PHONE: _____

OWNER MAILING ADDRESS: _____
STREET CITY STATE ZIP

OWNER EMAIL: _____

APPLICANT NAME: _____ PHONE: _____
(IF DIFFERENT THAN OWNER)

APPLICANT MAILING ADDRESS: _____
STREET CITY STATE ZIP

APPLICANT EMAIL: _____

ENGINEER/DESIGN FIRM: _____ PHONE: _____

FIRM MAILING ADDRESS: _____
STREET CITY STATE ZIP

FIRM EMAIL: _____

PROPERTY INFORMATION:

PROJECT NAME: _____

PROPERTY ADDRESS: _____
STREET CITY STATE ZIP

SUBDIVISION/DEVELOPMENT NAME: _____

COUNTY: _____ QUARTER SECTION: _____

SECTION: _____ TOWNSHIP: _____ RANGE: _____

SQUARE FOOT OF BUILDING(S): _____ ACREAGE: _____

CURRENT ZONING: _____

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TYPE OF DEVELOPMENT:

- | | |
|--|---|
| <input type="checkbox"/> RETAIL/COMMERCIAL | <input type="checkbox"/> MULTI-FAMILY RESIDENTIAL |
| <input type="checkbox"/> OFFICE | <input type="checkbox"/> MIXED USE |
| <input type="checkbox"/> INDUSTRIAL | <input type="checkbox"/> OTHER: _____ |

NUMBER OF DWELLING UNITS IF A RESIDENTIAL PROJECT: _____

SUBMITTAL

Please submit this completed application form with all required items to the Skiatook Development Department.

Incomplete applications will not be accepted. Applications are due on or before the 1st of the month to be eligible for addition to that month's Technical Advisory Committee (TAC) meeting agenda. After TAC review, the application is included on the agenda for the next Planning Commission and City Council meetings. The applicant or the applicant's representative must attend the Technical Advisory Committee, Planning Commission, and City Council meetings when their item is on the agenda.

The submitted Final Plat application packet must include:

- ☐ Completed Final Plat application and the accompanying checklist
- ☐ Final Plat that meets all requirements as listed on the checklist
- ☐ Ten (10) full size copies of the Final Plat (24" x 36")
- ☐ Ten (10) 1/2 scale copies of the Final Plat
- ☐ One digital copy of all sheets (in PDF format) e-mailed to mdavis@cityofskiatook.com
- ☐ Application fee of \$500.00
- ☐ Owner's signature (Attach an owner authorization letter if applicant is not record Owner's agent)

**PLEASE NOTE THE ENGINEERING DIVISION OF THE PUBLIC WORKS DEPARTMENT REQUIRES A SEPARATE SUBMITTAL PACKET THAT WILL CONTAIN THE COMPLETE CIVIL DRAWING SET. PLEASE CONTACT THEM DIRECTLY AT 918.396.2797 FOR ADDITIONAL INFORMATION.*

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SIGNATURES

I, _____ (Applicant Name), hereby certify that the attached and completed application contains the information required by the City of Skiatook as specified above. I understand the submission of incomplete and inaccurate information may result in a delay in processing and action on this application.

SIGNATURE OF APPLICANT: _____ DATE: _____

SIGNATURE OF PROPERTY OWNER: _____ DATE: _____

PLEASE NOTE THAT THE PROPERTY OWNER MUST SIGN THE APPLICATION OR IT WILL NOT BE PROCESSED.

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STAFF SIGNATURE: _____ DATE: _____

STAFF COMMENTS: _____

