



City of Perry
Drawer 798
Perry, OK 73077

Phone: 580-336-4241
Fax: 580-336-4065

Application to be Heard By The Planning Commission

Action Requested: Use by Review _____ Site Plan Review _____ Re-Zoning _____
Home Occupation _____ Lot Split _____ Other _____

If Other Please Explain: _____

Applicant Name _____ Contact Name _____

Applicant Address _____ City _____ State _____ Zip _____

Phone _____ Cell _____ Fax _____

Email _____

Property Address _____ Zoning Class _____

Legal Description _____

Proposed Zoning Change _____

Reason for Change _____

(OVER)

Checklist

- ☒ Obtain application from City Hall
- ☐ Acquire a list of real property owners within a 300ft radius of the exterior boundary of the territory contained in the application and turn in with application to the Zoning Officer. This must be provided by a certified abstractor. (Does not apply to Site Plan Review)
- ☐ Provide legal description and current address of property & copy of current deed.
- ☐ Supply a specific site plan, complete with drawing and/or pictures that show look of final project.
- ☐ For lot splits only, a certified surveyor's drawing must be included.
- ☐ Pay for publication of the legal notice in the Perry Daily Journal (for rezoning request only, fee is determined by size of the notice).
- ☐ Pay for the current postage rate plus certification fee for each letter times the number of letters being sent to each property owner within the 300ft radius.
- ☐ Pay application fee of \$100.00

Note: Notification times depend on reason for being heard by Planning Commission and must be done prior to the scheduled meeting times.

Use by Review and Zoning Change – 20 day notification

Site Plan Review – 10 day notification

Lot Splits – 15 day notification

Applicant Must Be Present At Meeting

Applicant Signature

Date

Zoning Officer Signature

Date

Application Fee

Date

Postage/Publication Fee

Date