



**Pre-Development Meeting  
Application**

Application No. \_\_\_\_\_

Application Date: \_\_\_\_\_

Cash  Check  \_\_\_\_\_ Credit Card  \_\_\_\_\_

Amount Received \$175.00 Receipt No. \_\_\_\_\_

Application Fee: \$150.00; Notification Letter Fee: \$25.00

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

Property Owner: \_\_\_\_\_

Applicant: \_\_\_\_\_

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

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail address: \_\_\_\_\_

Property Current Zoning: \_\_\_\_\_ Will zoning need to be amended  Yes  No

Required Zoning: \_\_\_\_\_ Acres: \_\_\_\_\_ Road Frontage: \_\_\_\_\_

Comprehensive Plan Compatible: \_\_\_\_\_

Current Use (identify structures and improvements) \_\_\_\_\_

Benefits of proposed use to City of Choctaw? \_\_\_\_\_

City Utilities: Water  Sewer  N/A  Estimated traffic count: \_\_\_\_\_

How will proposed change affect the roadway system serving your area: \_\_\_\_\_

Will the proposed use be detrimental to property in the same zone or vicinity, if so, explain? \_\_\_\_\_

Identify surrounding land uses: \_\_\_\_\_

The undersigned declares that the above statements and those contained in any exhibits transmitted to the Planning Commission are true and correct to the best of my knowledge and that I received the Policies and Procedures regulating this application.

**PROPERTY OWNER'S SIGNATURE:** \_\_\_\_\_  
[Not necessary if there is an authorized representative. Authorized representative must sign below]

**AUTHORIZED REPRESENTATIVE:** I hereby certify that I am authorized to represent all of the property owners of the above described tract in the application. Power of Attorney must be attached.

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Telephone: \_\_\_\_\_

**County Parcel Number:** \_\_\_\_\_

# Pre-Development Meeting Application Policies and Procedures

Pre-Development Consultation Meeting  
1<sup>st</sup> Monday 5:30 – 6:30

This meeting is held in accordance to Resolution 19-18 passed and approved by the City Council of the City of Choctaw on 18 June 2019.

A completed application packet must be received by City Hall no later than 4:00 pm at least seventeen (17) days before the regularly scheduled Pre-Development Informational Meeting. The following items are required to be considered a “completed application packet”.

## Application

Fee

Property Deed with legal description

Written project description – to include the following

Proposed Use

Type and number of proposed buildings

Open space or Park

Connection to nearby major roads, subdivisions and City-owned public utilities

Generalized Site Plan – to include the following

Proposed Buildings

Parking

Entrances

Landscaping

Screening

3 Full size drawings

1 – 8 ½ x 11 reduction of drawings

Certified ownership list for all property within a three hundred (300') foot radius of the exterior boundary, boundary will be extended by one hundred (100) foot increments until a minimum of 15 separate parcels are reached or one thousand (1000) foot whichever is reached first.