



**OKLAHOMA COUNTY
PLANNING COMMISSION
320 Robert S. Kerr, Suite 101
Oklahoma City, Oklahoma 73102**

**Lot Split Procedures,
Requirements and Application**

A lot split is required in Unincorporated Oklahoma County when the lot split creates the division of land into two (2) lots.

There is a maximum of one lot split allowed per property per owner A minimum of two acres is required for any parcel created by a lot split in areas zoned AA - Agricultural and Rural Residential, and a minimum of 150 feet of lot frontage is also required.

Allow a minimum of 3-5 working days for lot split application review.

A *complete* lot split application must be submitted in addition to a \$350.00 administrative fee. The following information is required for all lot split applications:

1. A completed and signed application form. The applicant must be the *landowner or authorized agent* of the landowner. A notarized letter of authorization from the landowner must be submitted with the application if the lot split is being requested by an authorized agent.
2. \$350.00 administrative fee.
3. ***Must comply with the Oklahoma County Subdivision, Zoning and Floodplain Regulations.***
4. Original Deed to property.
5. Certified survey of the entire property (before proposed split) and certified survey of proposed lot split.
6. Relation to major section line roads.
7. Property lines and dimensions.
8. Legal description of the proposed lot split (should be two separate legal descriptions).
9. Survey pin locations.
10. Registered engineer or surveyor seal and signature.
11. Acreage of proposed lot.
12. Notarized, signed Warranty Deeds.

If you have any questions, please contact the following personnel:

Tyler Gammon, Oklahoma County Planning Director (405) 713-1388

Erik Brandt, Oklahoma County Planner (405) 713-7146



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Lot Split Application

1. _____
Applicant Name - - please print
2. _____
Applicant Address - - please print
3. _____ () _____
City State Zip Phone Number
4. _____
Address of Proposed Lot Split
5. _____
Legal Description of Property to be Split

6. _____ 7. () _____
Property Owner Property Owner Phone Number
8. _____
Proposed Use of Property

9. _____ 10. _____
Applicant's Signature Date

For Office Use Only	
Application No: _____	Date: _____
Payment Received From: _____	Check No: _____ Amount: _____
Payment Received By: _____	