

What is a Rezoning?

Rezoning is typically the second step taken to develop a piece of property in Owasso. How a piece of property is zoned determines what the land can be used for, including residential, office, commercial, industrial, and mixed-use land uses. A rezoning allows for property owners and developers to develop the property for a different land use than what it was previously zoned for. In order for a rezoning to become legally valid, it must be approved by the [Owasso City Council](#). For more information on what property is currently zoned in Owasso City limits, please refer to [this GIS mapping tool](#).

All rezoning cases are evaluated by City staff, the Technical Advisory Committee (TAC), the [Owasso Planning Commission](#), and City Council using the [Owasso Zoning Code](#) and the [GrOwasso 2030 Land Use Master Plan](#) to ensure that the rezoning will not create conflict with land uses surrounding the subject property. A flowchart outlining the rezoning process can be found [here](#).

According to Oklahoma State Statute, when property is annexed into Owasso City Limits, it must be zoned as AG (Agriculture) or with a zoning that corresponds to its existing zoning under County jurisdiction. If the applicant wishes to change the zoning of the property to a zoning category that is in alliance with the Owasso Zoning Code and the GrOwasso 2030 Land Use Master Plan, the applicant can submit a rezoning application to be processed concurrently with their annexation application.

Steps in the Rezoning Process:

1. Pre-application meeting with City staff

- This meeting provides an opportunity for staff and an applicant and/or their representative to review the application requirements and to discuss the rezoning approval process.

2. Application and radius report submittal

- The application must be completed in its entirety and submitted with all required items to the Community Development Department. **All** property owners are required to sign the application. The rezoning application can be found [here](#).
- Applicants are also required to submit a radius report with their application. A radius report provides ownership information for all properties within 300' of the subject property. A radius report is required by Oklahoma State Statute, as staff must notify all property owners who could potentially be affected by the rezoning. Radius reports must include the name and address for all property owners within the 300' radius and must be certified by a title company, surveyor, or attorney.
- All rezoning materials must be submitted in paper (to City Hall) and electronic form (to planning@cityofowasso.com).

3. Application reviewed and public hearings scheduled

- Community Development staff will review the application and set the rezoning request to appear on the agenda for the next regularly scheduled meetings of the Technical Advisory Committee, Planning Commission and City Council.

4. Legal notification process

- The Planning Division staff will notify the public of the rezoning application as legally required by Oklahoma State Statute. A notice will appear in the Owasso Reporter or a paper of local distribution at least 20 days before the application is presented to the Planning Commission or City Council. Also, mailings will be sent to all property owners included in the 300' radius report supplied by the applicant.



200 S MAIN • P.O. BOX 180 • OWASSO, OKLAHOMA 74055 • (918) 376-1500 • planning@cityofowasso.com

5. Staff report prepared

- A staff report, also referred to as a memo, will be prepared by the Planning Division staff. This report summarizes the rezoning application and provides important information that the Planning Commission and the City Council will need to consider when making a recommendation or taking action on the application.

6. Planning Commission and City Council meetings

- The applicant and/or the applicant's representative must attend all meetings at which their application appears on the agenda. The general public will have the opportunity to comment on the rezoning application at the Planning Commission and City Council meetings.
 - A City of Owasso calendar with meeting dates can be found [here](#).
- The rezoning application will first be reviewed by the Planning Commission. After ensuring that the rezoning application is in compliance with the Zoning Code and the GrOwasso 2030 Land Use Master Plan, the Planning Commission will forward a recommendation to the City Council.
- The City Council will have final consideration and action on the rezoning application.

7. Ordinance prepared

- If the rezoning application is approved by City Council, then an ordinance is prepared by the Community Development staff. This ordinance, once signed by City officials and filed with the County, will become law and the property will legally be rezoned.