



Planning & Zoning Department
Chris Bauer, Planning Administrator
cbauer@enid.org
580-616-7217
PO Box 1768, 401 West Garriott
Enid OK 73702

Use By Review Checklist

(DUE to Community Development 14 days prior to Planning Commission meeting)

For Planning Commission meeting dates visit <http://www.enid.org/index.aspx?page=374>.

- 1. Applicant name, address, email, and phone number.
 - 2. Use requested and reason for desired approval.
 - 3. Address and legal description of property.
 - 4. Recommended meeting with applicant and staff.
 - 5. Zoning classification of property.
 - 6. Conditions for authorization: [Section 11-14-1](#)
 - ___ A. Will the proposed use adversely affect the use of adjoining or adjacent properties when operated in accordance with all required conditions?
 - ___ B. Are there adequate utilities, drainage, parking, loading, access, and other design criteria?
 - ___ C. Will the proposed use generate vehicular traffic that is hazardous to, in conflict with, or exceeds the existing anticipated traffic capacity of the transportation system serving the area?
 - ___ D. Are there adequate safeguards in place that will limit noxious or offensive emissions, including noise, glare, smoke, dust and odor?
- For Industrial Use:**
- ___ E. Has the use, manufacture, or storage of potentially combustible, explosive, or hazardous materials been reviewed and approved by the fire marshal and other officials for compliance with applicable city, state, and federal regulations?

- ___ F. Has the method of pretreatment, handling, storage, and discharge of wastewater, storm water, and any other effluent been reviewed for compliance with applicable city, state, and federal regulations?
- ___ G. Is the emission of air contaminants in compliance with applicable city, state, and federal regulations?
- ___ H. Is the use in compliance with acceptable noise pressure levels, be it continual, intermittent, or at a steady or random beat, at any pitch or frequency, within the limits of levels commonly associated with this type of use?
- ___ I. Will the use create heat, glare, or vibration which shall be detected from the location beyond the property lines of the lot upon which the use is located?
- ___ J. What safeguards are in place which will limit odors so as not to adversely impact the use of adjacent properties?

If the applicant or any other person wishes to appeal the recommendation of the planning commission, he shall file a written application to appear before the mayor and board of commissioners. Said appeal shall be made to the director of community development no later than seven (7) days after the date of the planning commission hearing. The mayor and board of commissioners shall then conduct a public hearing to consider the site plan. [Section 11-14-1F](#)

If you have any questions, please contact Chris Bauer at cbauer@enid.org or (580) 616-7217

THANK YOU!