

Preliminary PUD Plan Submittal Requirements

All information required for preliminary PUD site plan review pursuant to Section 8.6 of the Zoning Ordinance is listed in the checklist below. Applicants must confirm whether or not each item of information has been provided by checking the appropriate boxes below. Applications found to be incomplete will be returned to the applicant for completion (without further review or placement on a Planning Commission meeting agenda).

	Provided	Not Provided	Not Applicable
Existing Site Conditions:			
Date, north arrow, and scale which shall not be more than one inch equals one hundred feet (1" = 100').			
Locational sketch of site in relation to surrounding area.			
Legal description of property including common street address and tax identification number.			
Size of Parcel.			
All lot or property lines with dimensions.			
General location of all buildings within one hundred (100) feet of the property lines.			
General location and size of all existing structures on the site.			
Proposed Development Features:			
General location and size of all proposed structures on the site. The general size of all buildings shall be within five thousand (5,000) square feet or five percent (5%), whatever is smaller of whatever is constructed.			
General location and dimensions of all existing and proposed streets, driveways, parking areas, including total number of spaces and typical dimensions.			
General size and location of all areas devoted to green space.			
Location of existing vegetation and general location and size of proposed landscaped areas and buffer strips.			
All areas within the 100-year floodplain, wetland areas or bodies of water.			
Existing topographical contours at a minimum of two (2) foot intervals and/or spot elevations, which illustrate drainage patterns.			

A Narrative Describing:			
The nature of the project, projected phases and timetable.			
The proposed density, number, and types of dwelling units if a residential PUD.			
A statement describing how the proposed project meets the objectives of the PUD.			
A statement from a registered professional engineer describing how the proposed project will be served by public water, sanitary sewer, and storm drainage.			
Proof of ownership or legal interest in property.			

	Provided	Not Provided	Not Applicable
The Following Information, contained in Section 3.5 (C) (1) a: Preliminary Site Plan Requirements.			
i. property owner's and applicant's name and address;			
ii. scale, north arrow, and date of plan;			
iii. location, description, dimensions, and area of the site; zoning classification; and, demonstration of compliance with lot area, width, coverage, and setback requirements.			
iv. general topography and soils information and existing natural and man-made features to be retained or removed;			
v. location and dimensions of proposed buildings/structures; including floor area, number of floors, height, number and type of dwelling units (where applicable);			
vi. proposed streets/drives; including general alignment, right of way, surface type, and width;			
vii. proposed parking; including location and dimensions of spaces and aisles, and surface type;			
viii. adjacent land uses, property owners, and zoning and location of adjacent buildings, and drives/streets;			
ix. proposed phasing;			
x. location and width of any easements on the site.			