



PLANNING & ZONING COMMISSION PLANNED UNIT DEVELOPMENT APPLICATION

Fee: \$375.00

Name: _____

Address: _____

City

State

Zip

Phone Number: _____ Email: _____

Are you the Property Owner: _____ Agent for Property Owner: _____ (check one)

Location of Proposed PUD: _____

Current Zoning: _____ Current Use: _____

Engineering Firm: _____

Address: _____

Phone Number: _____ Email: _____

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If there is more than one property owner complete a separate signature page. The City requires all Original Signatures. If applicant is other than the property owner, a "Power of Attorney" with the original notarized signature is required.

STATE OF OKLAHOMA))

COUNTY OF DELAWARE))

BEFORE ME, a Notary Public, on this day personally appeared _____

the undersigned applicant, who, under oath, stated the following: "I hereby certify that I am the owner, or duly authorized agent of owner, (proof attached) for the purposed of this application; that all information submitted herein is true and correct. I understand that submitting this application does not constitute approval, and incomplete applications will result in delays and possible denial.

SUBSCRIBED AND SWORN TO before me, this _____ day of _____, 20____.

Notary

Commission Expires

INSTRUCTIONS FOR FILING APPLICATIONS

Application must be filled out completely and signed by the **Property Owner and/or Owners Representative**, and notarized.

PLANNED UNIT DEVELOPMENT SUBMITTAL DOCUMENTS

- 1) APPLICANT FORM & FEE (\$375.00)
- 2) PROOF OF OWNERSHIP – Warranty Deed
- 3) PUD OUTLINE DEVELOPMENT PLAN shall consist of maps and/or text, which shall contain:
 - a. Proposed land uses, including public uses, open space and the location of both existing proposed buildings and other structures.
 - b. Proposed buffer zones on all sides of property adjacent to Residential Districts, if applicable.
 - c. Proposed building locations.
 - d. Development density shall be expressed in number of units and quantitative areas of each identifiable segment of development. Identify surrounding area to demonstrate the relationship of the development to adjoining uses.
 - e. Interior traffic streets & egress/exit(s) out of site.
 - f. The expected schedule of development.

PROCESSING OF THE PLANNED UNIT DEVELOPMENT APPLICATION

Upon receipt of the application, fee and ALL required documents, a Notice of Public Hearing will be advertised in the local newspaper and signs will be posted on property a minimum of 15 calendar days prior to the Planning & Zoning Commission and the City Council hold the public hearing.

Planning & Zoning Commission Action:

- 1) Review the Outlined Development Plan and hold a Public Hearing to determine the following:
 - a. The proposal is consistent with the Comprehensive Plan.
 - b. The proposal harmonizes with the existing and expected development of surrounding areas.
 - c. The proposal is a unified treatment of the development possibilities of the project site.
 - d. The proposal is to benefit orderly and proper development of the city.
 - e. Sidewalks and streets provide a traffic flow compatible with the development and surrounding street patterns.
- 2) Provide recommendations to the City Council to approve, approve with modification, or disapprove the Outline Development Plan.
- 3) If approved, review the PUD Subdivision Plat, and make a recommendation to the City Council to authorize the processing of the Plat.

City Council Action:

- 1) Review the Outlined Development Plan and hold a Public Hearing to determine the following:
 - a. The proposal is consistent with the Comprehensive Plan.
 - b. The proposal harmonizes with the existing and expected development of surrounding areas.
 - c. The proposal is a unified treatment of the development possibilities of the project site.
 - d. The proposal is to benefit orderly and proper development of the city.
 - e. Sidewalks and streets provide a traffic flow compatible with the development and surrounding street patterns.
- 2) Consider the Planning & Zoning Commission recommendation.
- 3) Approve the plan, approve with modification, disapprove, or return the plan to the Planning & Zoning Commission for further consideration.

- 4) If approved, consider approval of a PUD Subdivision Plat incorporating the Outline Development Plan as submitted by the applicant.

Upon approval, the zoning map shall be amended to reflect the supplemental designation and subdivision of the Planned Unit Development (PUD) incorporation the provisions of the Outlined Development Plan.