



PLANNED UNIT DEVELOPMENT APPLICATION

APPLICATION REQUIREMENTS

The following items must be submitted for **Planned Unit Development Application** to be processed. Items must be submitted digitally unless otherwise specified.

- Legal Description (Microsoft Word or other editable format)
- A certified ownership list of ALL property owners within 300 feet. If there are less than 10 property owners within the 300-foot radius of the property, the radius will be increased by 100-foot increments until at least 10 owners are included. When the radius is increased, all property owners listed must be included, even if the 10 owner minimum is exceeded. Owner names and mailing addresses shall be taken from the County Assessor's current tax rolls. (hard copy only)
- Mailing labels printed with the above addresses (hard copy only)
- PUD Master Plan (see minimum requirements below)
- Notice sign posted at the site (see sign requirements included in this application)
- Fee: \$300
Make checks payable to "City of Edmond"
- Completed and signed **Planned Unit Development Application**

(Staff use only)

Project Name: _____
 Application #: _____
 Existing Zoning District: _____
 Requires Plan Amendment? Yes
 Project Located in CEUD: Yes
 Pre-application Meeting Date: _____
 Date Received: _____
 Date of Public Notice: _____

APPLICANT INFORMATION

Applicant: _____ Contact Name: _____
 Mailing Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Alt. Phone (optional): _____
 Email: _____

PROPERTY OWNER INFORMATION (IF DIFFERENT THAN APPLICANT)

Property Owner: _____ Contact Name: _____
 Mailing Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Alt. Phone (optional): _____
 Email: _____



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REPRESENTATIVE INFORMATION (IF REPRESENTED)

Representative: _____ Contact Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Alt. Phone (optional): _____

Email: _____

PROPERTY/PROJECT INFORMATION

Project Name: _____

Property Address: _____

Nearest major street intersection: NW NE SE SW of:
_____ and _____

Existing Zoning District(s): _____

Size of property (excluding ROW) _____ Square feet / _____ Acres

JUSTIFICATION

Describe why a PUD is necessary including key project components that cannot be accommodated by one or more standard zoning districts (attach additional pages if necessary).

PUD MASTER PLAN REQUIREMENTS

Attach a Planned Unit Development Master Plan that meets the requirements of Title 22.3.4 (C) by including, at least, the following:

- Title/Name of Planned Unit Development;
- Project Owner or Developer;
- A **general circulation plan** for the entire parcel, showing major pedestrian/bicycle and automobile circulation routes and connections to the public right-of-way and sidewalk system;
- A **general drainage plan** for the entire parcel, showing in general—but without detailed calculations—how stormwater shall be handled and how the system shall interconnect with the City's stormwater system;



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- A **proposed master plan**, and a PUD Design Statement text (see attached sample Design Statement) describing the locations and intensities of all proposed land-uses, supported by calculations showing the effective density and a listing of all variances requested;
- A **proposed land use map**, clearly indicating the location of all proposed open space and tree preservation and indicating each part of the open space as to whether it is proposed to be publicly or privately owned

Applicant or Designated Representative must attend meetings of the Central Edmond Urban District Board*, Planning Commission, and City Council when this application is considered.

***for projects located in the Central Edmond Urban District**

Property Owner Signature: _____ Date: _____

Contact us at 405-359-4790 or planning@edmondok.com if you have questions about this application.



PLANNED UNIT DEVELOPMENT APPLICATION

Posted Notice Instructions (see Title 22.3.1(F)(3)):

- Sign must be posted on the property at least 20 days in advance of the first hearing.
- The sign must be at least six (6) feet tall.
- The sign must be thirty-two (32) square feet or larger.
- The sign must have a white background with black letters at least 4 inches tall
- More than one sign may be required for large parcels of land.
- Applicant must submit a picture of the sign placed on the property recording the location and the date the sign was installed.
- Sign must be removed from the property within 30 days of the last hearing.

ZONING NOTICE

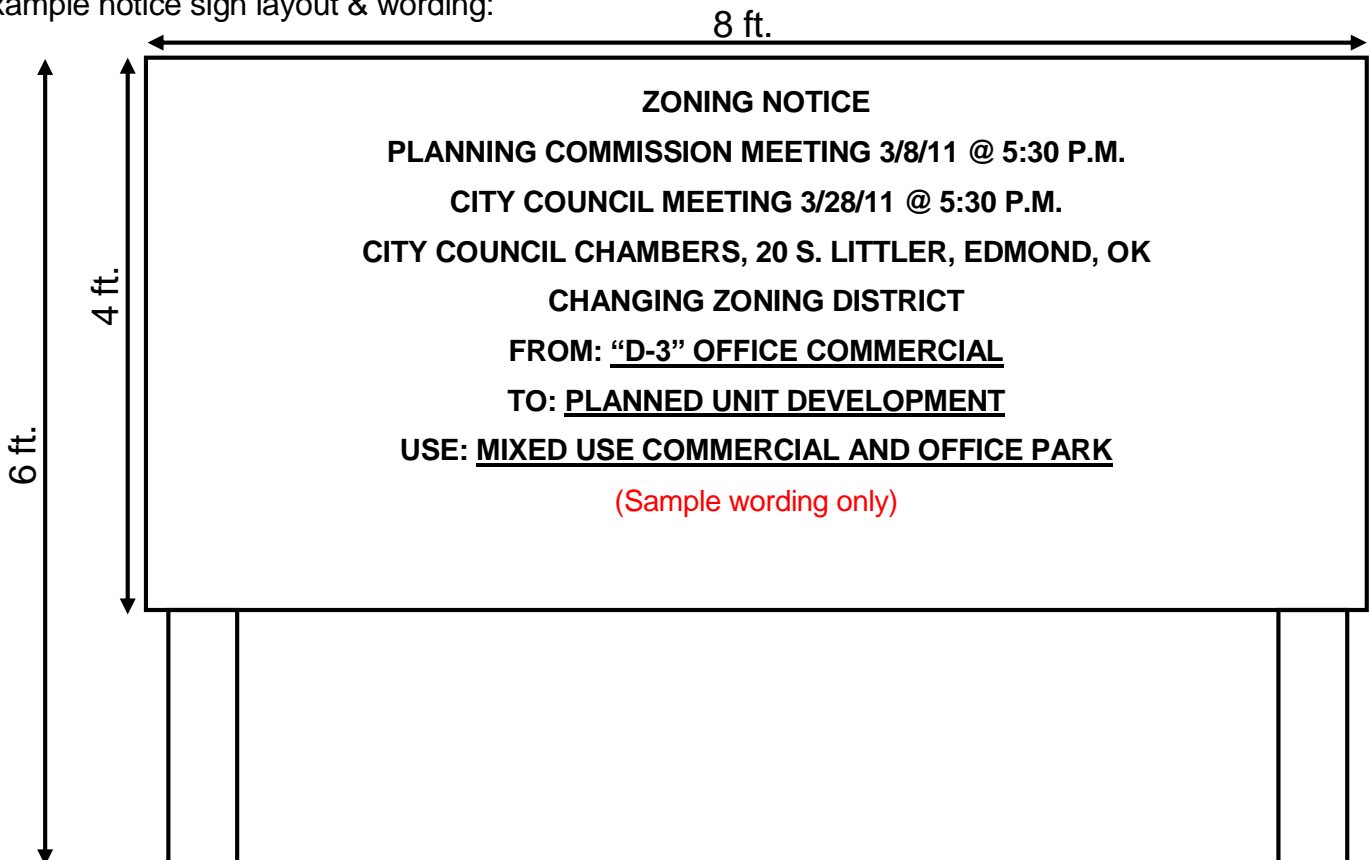
PLANNING COMMISSION MEETING _____ @ 5:30 P.M.
CITY COUNCIL MEETING _____ @ 5:30 P.M.
CITY COUNCIL CHAMBERS, 20 S. LITTLER, EDMOND, OK.
CHANGING ZONING DISTRICT

FROM: _____

TO: _____

USE: _____

Example notice sign layout & wording:



Planned Unit Development
Design Statement
City of Edmond

Title of Planned Unit Development:

Project Information:

Owner(s)/Developer(s):

Prepared by:

General Location:

Date:

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Project Description:

Project Name

Project Owner

General Location of PUD

Current Zoning

Edmond Plan Designation

Project Description/Concept

Development Standards:

Uses: The use and development regulations of the * District shall govern this PUD, except as herein modified.

Design Regulations: Variances to * District development regulations:

- Setbacks -

- Building Height -

- Sensitive Border -

Tract Information: Acreage, allowable land uses, densities, etc.

- Maximum dwelling units

- Maximum SF of non-residential

Utility Service

- Water -

- Sewer -

- Electric -

Special Conditions:

Façade Regulations

Landscaping Regulations

Lighting Regulations

Screening Regulations

Sensitive Border

Street and Access Regulations

 Description of proposed streets, including right-of-way and street concepts

Public/Private

 Number of Access Points

 Driveway Separation

Parking Regulations

Sidewalk Regulations

Signage Regulations

Open Space/Recreation Areas

Other

 Description of project scheduling and elements of each phase

 Platting Requirements

Exhibits

Legal Description

Master Plan

Building Elevation