

**SEC. 13-1-57 PROCEDURAL REQUIREMENTS FOR A PLANNED UNIT DEVELOPMENT DISTRICT.**

- (a) **Pre-Petition Conference.** Prior to the official submission of the petition for the approval of a Planned Unit Development District, the owner or his agent making such petition should meet with the Plan Commission or its staff to discuss the scope and proposed nature of the contemplated development.
- (b) **Petition for Approval.** Following the pre-petition conference, the owner or his agent may file a petition with the Clerk-Treasurer for approval of a Planned Unit Development District. Such petition shall be accompanied by a review fee of Twenty-Five Dollars (\$25.00). The procedure for rezoning to a Planned Unit Development District shall be as required for any other zoning district change under this Chapter, except that, in addition thereto, the following information shall be filed by the applicant with the City Clerk-Treasurer with the petition for rezoning:
  - (1) Informational Statement. A statement which sets forth the relationship of the proposed PUD to the City's adopted master (comprehensive land use and thoroughfare plan) plan, neighborhood plan, or any adopted component thereof, and the general character of and the uses to be included in the proposed PUD, including the following information:
    - a. Total area to be included in the PUD, area of open space, residential density computations, proposed number of dwelling units, population analysis, availability of or requirements for municipal services and other similar data pertinent to a comprehensive evaluation of the proposed development.
    - b. A general summary of the estimated value of structures and site improvement costs, including landscaping and special features.
    - c. A general outline of the organizational structure of a property owner's or management's association, which may be proposed to be established for the purpose of providing any necessary private services.
    - d. Any proposed departures from the standards of development as set forth in the City zoning regulations, land subdivision ordinance, other City regulations or administrative rules, or other universal guidelines.
    - e. The expected date of commencement of physical development as set forth in the proposal and also an outline of any development staging which is planned.
    - f. Appropriate statistical data on the size of the development, residential density in the various part of such development, ratio of land uses, percentages of multi-family units by number of bedrooms, economic analysis of the development, expected staging and any other plans or data required by the Plan Commission or Common Council.
  - (2) A General Development Plan Including:
    - a. A legal description of the boundaries of the subject property included in the proposed PUD and its relationship to surrounding properties.
    - b. The location of public and private roads, driveways, sidewalks and parking facilities.
    - c. The size, arrangement and location of any individual building sites and proposed building groups on each individual site.

- d. The location of institutional, recreational and open space areas and areas reserved or dedicated for public uses, including schools, parks and drainage ways.
- e. The type, size and location of all structures.
- f. General landscape treatment.
- g. The existing and proposed location of public sanitary sewer, water supply facilities and storm water drainage facilities.
- h. The existing and proposed location of all private utilities or other easements.
- i. Characteristics of soils related to contemplated specific uses.
- j. Existing topography on the site with contours at no greater than two (2) foot intervals.
- k. Anticipated uses of adjoining lands in regard to roads, surface water drainage and compatibility with existing adjacent land uses.
- l. If the development is to be staged, a staging plan.
- m. A plan showing how the entire development can be further subdivided in the future.