

# **PLANNED UNIT DEVELOPMENT REZONING DIRECTIONS**



## **WHAT IS A PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT?**

The Planned Unit Development (PUD) Overlay District is intended to provide flexibility in the design of planned projects; to permit innovation in project design that incorporates open space and other amenities; and to insure compatibility of developments with the surrounding environment. The PUD District may be used in combination with any base district specified in this Ordinance. The PUD District, which is adopted by the County Commission with the recommendation of the Planning and Zoning Board, assures specific development standards for each designated project.

## **WHAT KINDS OF USES ARE ALLOWED IN THE PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT?**

Uses permitted in a PUD Overlay District are those permitted in the underlying base district. For example, if the underlying zoning district is Commercial, the permitted uses are Commercial uses.

## **WHAT ARE THE SITE DEVELOPMENT REGULATIONS FOR A PUD?**

Site Development Regulations are developed individually for each Planned Unit Development District but must comply with minimum or maximum standards established for the base district, with the following exceptions:

- Lot area and lot width are not restricted, provided that the maximum density allowed for each base district is not exceeded.
- Maximum building coverage shall be the smaller of the allowed building coverage in the base district, or 60 percent.

## **WHAT ARE THE ACCESS REQUIREMENTS FOR PUDS?**

Each PUD District must abut a public street for at least 50 feet and gain access from that street.

## **PLANNED UNIT DEVELOPMENT OVERLAY ZONING MAP AMENDMENT APPLICATION DIRECTIONS**

A meeting with the Stark County Planner/Zoning Administrator is recommended prior to submitting your PUD Zoning Map Amendment. Please contact Steve Josephson at (701)456-7672 to request an appointment. Mr. Josephson can be contacted at the following e-mail address:

[sjosephson@starkcountynd.gov](mailto:sjosephson@starkcountynd.gov)

PUD Zoning Map Amendments shall be submitted at the Stark County's Auditor's Office located on the first floor of the Stark County Courthouse. The address of the Stark County Court House is 51 3<sup>rd</sup> Street East, Dickinson, North Dakota 58601.

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Please submit the following information with your signed application:

- A copy of the most recent recorded deed.
- General Parcel Information Page from the Stark County Tax Director's Site.
- A Property Record Card Report from the Stark County Tax Director's Site.
- A map drawn to scale showing the area of the proposed zoning map amendment. The map shall provide the current and proposed zoning of the property as well as the current zoning of adjacent properties.
- A written statement addressing the nature of the change requested and reason for the change, as well as a detailed description of any uses, buildings, or structures that are proposed for the area covered by the request.
- A **\$500** application fee.

If the owner and the applicant are different, please submit a signed statement from the property owner authorizing the applicant as a representative.

### DEVELOPMENT PLAN

The application for a Planned Unit Development District shall include a Development Plan containing the following information:

- A tract map, showing site boundaries, street lines, lot lines, easements, and proposed dedications or vacations;
- A land use plan designating specific uses for the site and establishing site development regulations, including setback height, building coverage, impervious coverage, density, and floor area ratio requirements;
- A site development and landscaping plan, showing building locations, or building envelopes; site improvements; public or common open spaces; community facilities; significant visual features; and typical landscape plans;
- A circulation plan, including location of existing and proposed vehicular and pedestrian, facilities and location and general design of parking and loading facilities;
- Schematic architectural plans and elevations sufficient to indicate a building height, bulk, materials, and general architectural design;
- A statistical summary of the project, including gross site area, net site area, number of housing units by type, gross floor area of other uses, total amount of parking, and building and impervious surface percentages; and

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- A written summary of the information included in the land use plan, the site development and landscaping plan, the circulation plan, and additional information the applicant provide to allow staff and the Planning and Zoning Commission to complete their review and evaluation of the proposed PUD overlay district.

Notice of a zoning map amendment public hearing shall be made as follows:

- Once a week for two successive weeks, notice of the time and place of the hearing shall be published in the official paper of the county.
- The zoning administrator shall notify the applicant of the time and place of said hearing.
- The zoning administrator shall notify all owners of properties within 200 feet of the property in question by personal service or by certified or registered mail, addressed to the owner and mailed to his or her last address as shown on the records of the Stark County Treasurer. The costs of the service shall be borne by the applicant prior to the zoning map amendment public hearing.

The planning and zoning commission shall conduct the public hearing and shall forward a recommendation to the county commission regarding the amendment.