



Planned Unit Development (PUD) Application

FEE: \$800 **Date Received** _____

APPLICANT AND OWNER INFORMATION:

Applicant _____

Phone: _____ Email: _____

Mailing Address: _____

Property Owner: _____

Phone: _____ Email: _____

Mailing Address: _____

PROJECT INFORMATION:

Project/Development Name: _____

Project Location: _____

Parcel Identification Number(s) of Property: _____

Legal Description of Property (attach a separate document if necessary):

Description of Request: _____

PUBLIC BENEFIT REQUIREMENT

A PUD allows for collaborative design and development granting modification of certain regulations to preserve or create features or facilities that will benefit the community, including preservation and enhancement of natural resources, open space or active recreational facilities. PUD's are intended to encourage efficient use of land and resources, to promote greater efficiency in public utility services and encourage innovation in planning and building of all types of development, therefore, creating a higher quality development.

PROCEDURE FOR PUD APPROVAL

Project Initiation Meeting and Concept Plan Review:

The developer is required to meet with the Community Development Director to discuss the development proposal followed by the submittal of a concept plan. The concept plan shall be at a scale not smaller than 1" = 100' and include the following:

- General building massing
- General circulation patterns
- Approach to special site conditions or problems
- Proposed location and quantities of land uses, broken out as percentages of the total project area, as well as in acres. Uses to break out: Residential, Common Open Space, Public Open Space, Streets, Commercial, and Industrial.
- A general staging plan for a project involving more than one construction season.

Process Determination:

Based on comments regarding the concept plan, and working with City staff, the developer may submit a detailed development plan that may include a preliminary plat depending on the project. Application for a PUD shall be on this form and include the established fee. Answer the following questions to determine submittal document requirements:

Does your project include a subdivision? Yes No

If **YES**, you will be required to follow the submittal requirements of the Site Plan, Preliminary and Final Plat Forms.

If **NO**, then follow the submittal requirements of the Site Plan Form.

Review and Recommendation by the Planning Commission. The application will be scheduled on the appropriate Planning Commission and City Council agenda upon acceptance of a complete application packet. Contact the Community Development Director, Therese Haffner at the St. Joseph Government Center at 320-229-9424. The Planning Commission shall consider oral or written statements from the applicant, the public, City Staff, or its own members. It may question the applicant and may recommend approval, disapproval, or to continue the application. The Commission may impose necessary conditions and safeguards in conjunction with their recommendation.

Review and Decision by the City Council. The City Council shall review the application after the Planning Commission has made its recommendation. The City Council is the only body with the authority to make a final determination and either approve or deny the application for PUD.

This application must be signed by all owners of the subject property or an explanation given why this is not the case.

We, the undersigned, have read and understand the above, and that any cost above the application fee and escrow deposit related to this preliminary plat for engineering and consulting will be reimbursed to the City of St. Joseph.

Applicant Signature

Date

Property Owner's Signature

Date

Questions: Phone (320) 229-9424. Submit completed application to:
St. Joseph Government Center
75 Callaway St E
St. Joseph, MN 56374