



Application for a Planned Unit Development (PUD)

Monroe Development Department
233 South Main Street, Monroe, Ohio 45050
Phone: 513-539-7374
www.monroehio.org

For Staff Use Only

Submittal Date:

Date Application Determined Complete:

Date of Planning Commission Review:

Fee Paid:

Staff Initials:

Application/Case Number:

Planned Unit Development Review Information

1. The review procedure, review criteria, and standards for planned unit developments are established in Chapter 1206 of the Monroe Planning and Zoning Code.
2. The PUD review procedure is a two-step process. The first step is the review and approval of a preliminary PUD plan that results in a zoning map amendment and the second step is the review and approval of a final PUD plan. This form shall serve as the application for a PUD zoning map amendment.
3. A pre-application conference is required prior to submission of an application for a zoning map amendment unless the Code Enforcement Officer waives the requirement. Contact the Development Department to set up a time.
4. The applicant shall be responsible for contacting the Development Department to set up a pre-application conference in advance of submitting this form and related information.
5. Unless an alternative timeline is approved by the Planning Commission, a final PUD plan must be submitted to the Development Department within one year of the approval of the preliminary PUD plan approval or the preliminary PUD plan approval will expire. See Section 1206.04 for additional information on timelines.
6. City Council maintains the authority to revoke a final PUD plan approval if construction does not begin within one year of the Council's approval of the final PUD plan. City Council is required to hold a public hearing prior to any revocation. See Section 1206.07 for additional information.
7. The application fee is due at the time the application is submitted and shall be \$500 for the review of a planned unit development.

Basic Information

Project Address:

County: Butler Warren

Total Area of Rezoning:

County Tax Parcel ID:

Existing Zoning District:

Proposed Zoning District:

Applicant Information

Applicant Name:

Contact Person:

Contact Address:

Contact Phone Number:

Contact Fax Number:

Contact E-Mail:

Property Owner Name:

The applicant may attach a separate sheet of a paper with contact information for additional people, if necessary (e.g., additional owners, registered engineer, landscape architect, etc.). The same contact information shall be provided for each contact name.

Project Address or Tax Parcel ID:

Planned Unit Development Information

1) Describe any change in conditions, trends, or other facts that necessitates the proposed zoning amendment. Furthermore, describe how the proposed zoning district will remedy the change in conditions, trends, or other issues.

2) Describe how the proposed amendment furthers the objectives of the comprehensive plan.

3) Provide any additional information necessary to document how the proposed plans meet the review criteria established for PUDs in Section 1206.05(C) of the Monroe Planning and Zoning Code.

Project Address or Tax Parcel ID:

Certification and Signatures

Applicant Signature - I certify that, to the best of my knowledge, the information contained in this form and within any attachments is correct and truthful. I understand that knowingly falsifying this information may be grounds for the denial or revoking of this PUD application and any subsequent zoning permit or other review applications.

Print Name:

Signature:

Date:

Property Owner Signature - If the property owner is not the named applicant on this form, the property owner shall sign the form below acknowledging that the applicant is an authorized agent of the property owner as it relates to proposed project. If the proposed PUD affects multiple properties owned by different property owners, each property owner subject to the PUD review shall be required to sign this form acknowledging consents of this PUD request. Separate signature sheets or letters acknowledging such consent are acceptable.

Print Name:

Signature:

Date:

Note: A letter signed by the property owner, authorizing the applicant to act on their behalf may be submitted in lieu of the property owner's signature on this form.

Submittal Requirement Checklist

Submittals shall include 8 copies (minimum of 24" x 36") and 8 copies (minimum of 11" x 17") Additional copies may be required based on project specifics. Final mylars and digital Files will be required after approval.

General Information

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Completion of required pre-application conference |
| <input type="checkbox"/> | Planned Unit Development Review Application Form |
| <input type="checkbox"/> | Application fee |
| <input type="checkbox"/> | Copies of the plans and maps established below at a scale no smaller than 1 inch = 100 feet, unless otherwise noted |
| <input type="checkbox"/> | Traffic impact study, if required. See Section 1211.04 |
| <input type="checkbox"/> | Any additional information determined to be necessary by the Development Department |

Vicinity Map (Scale may be smaller than 1" = 100')

- | | |
|--------------------------|--|
| <input type="checkbox"/> | Date, north arrow, scale, and a legend for all symbols |
| <input type="checkbox"/> | Identification of properties subject to the proposed rezoning |
| <input type="checkbox"/> | All surrounding properties, streets, and corporation limits within a minimum of 500' of the outer boundaries of the project site |

Preliminary PUD Plan and Map Amendment

- | | |
|--------------------------|--|
| <input type="checkbox"/> | The existing and proposed zoning for all properties that are a part of this application for a PUD. The map shall also identify the existing zoning for all surrounding properties |
| <input type="checkbox"/> | Existing streets within 200' of site with names and centerlines |
| <input type="checkbox"/> | Existing watercourses and bodies of water including any applicable flood hazard areas |
| <input type="checkbox"/> | A development plan with an appropriate scale, illustrating the proposed streets, internal circulation, sidewalks and trails, open spaces and related improvements, lots, land uses and related densities, for the entire PUD, regardless if the PUD will be developed in phases. |
| <input type="checkbox"/> | A proposed schedule for completion of the project, including any phasing schedule, for submitting the final PUD plan(s) |
| <input type="checkbox"/> | General illustrations of building elevations to demonstrate an understanding of the applicable architectural standards |

Final PUD Plan

- | | |
|--------------------------|---|
| <input type="checkbox"/> | A plan with subdivision level details illustrating the final lot layout, street information (e.g., width and access), sidewalks and trails, building footprints, and other information necessary to demonstrate that the final plan is in compliance with the approved preliminary PUD plan |
| <input type="checkbox"/> | A copy of any deed restrictions or covenants that will apply to development in the PUD. Note: This submittal shall in no way imply a requirement for the city to enforce any of these private agreements |
| <input type="checkbox"/> | Final building elevations for all buildings to be constructed. The applicant may submit a series of elevations to illustrate the architectural character and materials for any residential product |