

PUD ZONING and PRELIMINARY MASTER PLAN REQUIREMENTS CHECKLIST

Required for Application Process

- Completed DRC Application for Review
 - DRC Processing Fee - See fee schedule
 - Resubmittal Fee - 50% of original fee
 - Completed Developer's Commitment Agreement Form
 - Developer's Commitment Agreement fee - See fee schedule
 - Certificate of Title
 - Notarized Agent Authorization Form
 - Legal Description (in WORD format – CD or email to planning@stcloud.org) and SKETCH
 - 1 CD to include:
 - COMBINED plan set in PDF format
 - Accompanying narrative to address the 13 PUD requirements as specified in the Land Development Code 3.11.6
 - 1 Copy of proposed Deed Restrictions (marked DRAFT)
 - 1 Sealed Survey
 - Responses to the 16 requirements as specified in the Land Development Code 3.4.3.C.2.a
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Required at a later date

- Affidavit of Sign Posting (due 15 days prior to public hearing)
 - Applicant responsible for sign posting
 - City will provide sign(s) when Public Hearing dates are scheduled

GENERAL REQUIREMENTS per LDC Section 3.11.6

- The evidence of unified control of the proposed PUD and the agreements required under subsection 6. hereof;
- A vicinity map showing the location of the proposed planned unit development, relationship to surrounding streets and thoroughfares, existing zoning on the site and surrounding areas, existing land use on the site and surrounding areas within 500 feet;
- A boundary survey and legal description of the property;
- A topographic survey including floodprone delineations; the most recent USGS Topographical Survey and USGS Flood Prone Mapping may be utilized;
- A soils survey, which may be based on the most recent county soils survey, drawn to the same scale as the preliminary land use plan, clearly identifying all soils types especially those areas which are apparently not suitable for buildings or major structures due to soils limitations;
- A master plan with topography which clearly identifies proposed land uses, open space, and the proposed location of major streets and thoroughfares, recreation areas, and other major facilities;
- A table showing acreage for each category of land use including roads, open space, and recreation, and a table of proposed maximum and average, gross and net residential densities for residential land uses;
- A proposed utility service concept plan, including existing electric gas utilities on and around the perimeter, sanitary sewers, storm drainage, potable water supply, and water supplies for fire protection, including a definitive statement regarding the disposal of sewage effluent and storm water drainage;
- A statement indicating that legal instruments will be created providing for the management of common areas and facilities;
- An analysis of the impact of the proposed planned unit development on roads, schools, utilities, and other public facilities and services;
- A preliminary zoning and land use classification description in sufficient detail to determine the general intent with respect to the following:
 - a. The general purpose and character of the proposed development;
 - b. Land use by acreage and densities;
 - c. Structural concepts, including height and anticipated building type;
 - d. Major landscaping concepts;
 - e. Recreation and open space;
 - f. Facilities commitments;
 - g. Housing types, price ranges, and staging;
- A general indication of the perceived impact area for the commercial or industrial uses.



**CITY OF ST. CLOUD
DEVELOPMENT REVIEW
APPLICATION**

FOR OFFICIAL USE ONLY

Date Received: _____

Case #: _____

Pre-Application meeting date: _____	Applicant/Agent did <u>not</u> participate in Pre-Application meeting
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Applicant: _____	Agent: _____
Contact: _____	Contact: _____
Address: _____	Address: _____
Phone: _____	Phone: _____
Email: _____	Email: _____

Legal Owner(s) of Property (List all recorded owners): _____

Owner Address: _____

Owner Email: _____

Project Name/Plan Name: _____

Site Location/Address: _____

Project/Plan Type: _____

Area of Development (Acreage or Square Feet): _____

Parcel Identification Number(s) (List all): _____

Future Land Use: _____ Proposed Future Land Use: _____

Zoning: _____ Proposed Zoning: _____

Will proposed development be for: Short Term Rental? YES NO Vacation Villas? YES NO

Affordable Workforce Housing for Essential Service Personnel (AWHESP)? YES NO

Housing for Older Persons? YES NO

Is this proposed development in an Urban Infill or Redevelopment (CRA) Area? YES NO

Number of units or lots: SF _____ MF _____ MH _____

Number of commercial buildings: _____ Total square footage: _____

Phasing Schedule: To be completed by applicant for projected build out. (required, if applicable)								
Unit Type	2018	2019	2020	2021	2022	2023-2028	2028-2034	2035-beyond
SF								
MF								
MH								
Totals								

I certify that I have reviewed the Land Development Code and that my submission meets all requirements. The only exceptions are those items to which I am requesting variances to or waivers from certain sections of the code and understand that they must be listed on the plans individually and on the attached transmittal. I understand that if an item does need a variance, it will be necessary to file through the appropriate governing body.

APPLICANT/AGENT SIGNATURE	APPLICANT/AGENT NAME and TITLE	DATE
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DEVELOPER'S AGREEMENT COMMITMENT FORM

PROJECT NAME: _____

PARCEL ID(s): _____

The Applicant on behalf of itself and its successors, assigns and transferees of any nature whatsoever, consents to and agrees with the covenants to perform and fully abide by the provisions, terms, conditions and commitments set forth within this Ordinance.

WITNESS my hand and official seal this ____ day of _____, 20__.

WITNESSES:

Applicant Signature

Signature

Print name

Print name

Signature

Print name

STATE OF FLORIDA
COUNTY OF _____

I certify that the foregoing instrument was acknowledged before me this ____ day of _____, 20__, by _____. He/she is personally known to me or has produced _____ as identification and did/did not take an oath.

(Notary Stamp)

Signature of Notary Public

Type/print name

My Commission Expires: _____