

City of Thomasville Planned Unit Development Application

APPLYING FOR A PUD

Planned Unit Development (“PUD”) applications are required whenever a landowner wishes to propose zoning requirements to govern development on their property. A PUD is not a regular zone district, but instead, a special zoning designation that carries its own development standards, proposed by the applicant, such as minimum lot size, site coverage and permitted land uses.

A PUD application may also be applied for when an existing PUD property is requesting an amendment to the existing regulations that govern the property. For instance, if you were to seek a different residential density on a property that was already approved in an existing PUD you would need to apply to amend the existing PUD zoning.

Established review criteria are used as the principal guides in evaluating a PUD application. These criteria, along with the submittal requirement, are specifically outlined in Section 22-262 through 22-269 of the Code of the City of Thomasville. You may purchase a copy of the Code in the Planning & Zoning office or download a copy at www.thomasville.org.

It is the burden of the applicant to demonstrate that submittal material and the proposed PUD and development plan comply with all the review criteria for approval. The PUD application, review criteria, application checklist, and required public notice instructions for PUD applications are outlined in the attached form.

HOW THE PROCESS WORKS

In all cases, you should schedule a pre-application meeting with planning staff to review your proposal and the evaluation criteria before applying. After the **pre-application meeting**, the **formal application**, and the **application fee of \$1,000** must be submitted to the Planning & Zoning office at least thirty (30) days prior to a regularly scheduled Planning and Zoning Commission meeting (the first Monday of the month).

Once you submit the completed PUD Application, the required fee for review and the remaining submittal materials, staff reviews the application for completeness and will inform you what items (if any) are still needed for review. A public notice will be mailed to all applicable property owners at least 15 days prior to the hearing date. Additionally, the City Planner will review staff’s preliminary findings and recommendations with the applicant (or representative) within 30 days of receipt of your formal application. Within thirty (30) days of receipt of a completed application, the City Planner shall notify the applicant that the appropriate information has been provided and shall place the PUD application on the Planning & Zoning agenda.

The Planning & Zoning Commission reviews the PUD application similarly to a rezoning application for Conditional Use approval. In considering and acting upon applications for PUDs, the Planning & Zoning Commission and the City Council shall consider and base their

recommendation and decision, respectively, on the following criteria and any other factors considered appropriate in reaching such a decision:

- 1) Consistency with the comprehensive plan
- 2) Assessment of the Community Benefit Statement, Performance Standards Comparison and Improvements Required Comparison
- 3) The character, location and appropriateness of the proposed mix of land uses
- 4) The extent to which the proposed architectural, landscape, hardscape and streetscape features within and adjacent to the PUD are desired and harmonious
- 5) The adequacy of open / recreational spaces that are included

If the applicant is unable to comply with the standards established in the Code of the City of Thomasville, Section 22-262 through 22-269, a variance to deviate from said standards must be requested at the time of the initial application.

The Planning & Zoning Commission will consider the above review criteria and any testimony presented during the public hearing portion of the meeting. The Planning & Zoning Commission shall recommend approval, recommend approval with conditions, or recommend denial, either in whole or in part. The Planning & Zoning Commission transmits its recommendation, together with a report on the public hearing and its deliberations and findings to the Mayor & Council of the City of Thomasville. The recommendation of the Planning & Zoning Commission is scheduled for another public hearing before the Mayor & Council. The hearing is held no later than thirty days following the Planning and Zoning Commission action.

The Council will evaluate the application with the above-mentioned review criteria at a Public Hearing and approve, approve with conditions, or deny the application. In all cases, the Mayor & Council will have final authority on PUD applications.

REQUIREMENTS FOR AN APPLICATION

The submittal checklist is included with the attached PUD application form. The submittal requirements may vary depending on the complexity of the proposed development as determined by the Planning & Zoning Department. Please note that the public notice is a requirement and may not be waived. Staff will also physically post the property with a sign informing any neighbors or members of the public that an application is being considered for the property. Additional materials or information may be required to make the application complete. In every case, we welcome input and questions on your application to ensure that when you submit and application it is as complete and thorough as possible.

Planned Unit Development Application

APPLICANT'S CONTACT INFORMATION

Name: _____

Address: _____

Telephone: _____

OWNER'S CONTACT INFORMATION

Name: _____

Address: _____

Telephone: _____

PROJECT INFORMATION

Lot _____ Block _____ Subdivision _____ Street Address _____

Current Zoning: _____

Project Name: _____

- Please attach the “metes and bounds” legal description
- Please attach pertinent PUD application materials, if required, as specified in City of Thomasville Code Sec. 22-262 through 22-269
- Please attach required PUD application materials
 - 1) Concept & Development Plan
 - 2) Site design guidelines, including landscape, site design, equipment, streetscape, and signage
 - 3) Architectural design standards
 - 4) Land use and development summary
 - 5) Performance standards comparison
 - 6) Improvements requirements comparison
 - 7) Community benefit statement
 - 8) Traffic analysis discussion

ACKNOWLEDGEMENT

I represent that all information provided to the City of Thomasville in connection with this application is true and correct and that I understand the City of Thomasville regulations

applicable to this project and I understand that incomplete submittals will delay application review. Owner designates "Applicant" as indicated to act as owner's representative in all application submittals related to this project.

Applicant_____

Owner_____

Print Name_____

Print Name_____

Date_____

Date_____

Reviewed By?	
Complete Application?	
Date?	
Application Review Fee	\$1,000.00
Modification/Amendment Fee	\$500.00