



Planned Unit Development (PUD) Checklist

PUDs will be processed simultaneously with rezoning, preliminary and final plat reviews.

For more information on required application materials, refer to Chapter 81 of the Zoning Ordinance on-line at www.co.scott.mn.us. Select "Ordinances" under "Your County Government."

**The following information is required before the application will be accepted and considered complete:
(Also see: DRT, Preliminary Plat, and Final Plat Checklists)**

**Applicant
Check-In**

**Staff
Check-In**

- | | | |
|--------------------------|--|--------------------------|
| <input type="checkbox"/> | Complete land use permit application, signed and dated by applicant and landowner | <input type="checkbox"/> |
| <input type="checkbox"/> | Application fee and Escrow: See DRT, Rezoning, Preliminary Plat, and Final Plat Fees | <input type="checkbox"/> |
| <input type="checkbox"/> | Eight (8) folded paper copies of all related plans and documents
<i>(if property is located on a MN State Highway provide either one (1) electronic PDF version developed for 11" X 17" with sufficient details so that all features are legible or seven (7) additional sets of full size plans)</i> | <input type="checkbox"/> |
| <input type="checkbox"/> | One (1) copy of PUD Plan layout and all related application materials in digital format
<i>(reports in PDF or DOC; Engineering plans and plat in DXF or GIS Shapefile with County coordinates)</i> | <input type="checkbox"/> |
| <input type="checkbox"/> | One (1) reproducible 8.5"x11" copy of PUD Plan and all related plans | <input type="checkbox"/> |
| <input type="checkbox"/> | Written narrative of the following: <ul style="list-style-type: none"> • How County's public values are incorporated into the design of the overall development plan • List of all deviations from the standard zoning regulations as proposed in the PUD General Plan and an explanation as to why these deviations provide a public benefit. • Explanation on how the Planning Commission's comments from the PUD Concept Plan review are incorporated into the design of the overall development plan (if applicable). | <input type="checkbox"/> |
| <input type="checkbox"/> | Location map showing site in relation to the surrounding area and important elements, including major roadways, public facilities, and parks | <input type="checkbox"/> |
| <input type="checkbox"/> | Map of existing conditions and current community plans for site and radius of 500 feet | <input type="checkbox"/> |
| <input type="checkbox"/> | Residential Development Yield Plan | <input type="checkbox"/> |
| <input type="checkbox"/> | Development Phasing Plan <i>(if applicable)</i> | <input type="checkbox"/> |
| <input type="checkbox"/> | Architectural Guidelines and Common Design Themes <i>(if applicable)</i> | <input type="checkbox"/> |
| <input type="checkbox"/> | Copy of conservation easement or deed restriction documents <i>(if applicable)</i> | <input type="checkbox"/> |
| <input type="checkbox"/> | Natural Resource Inventory and Management Plan <i>(if applicable)</i> | <input type="checkbox"/> |
| <input type="checkbox"/> | Other application materials as required by staff: _____ | <input type="checkbox"/> |

*I hereby certify that the application and related materials contain all the required information and the supporting data are true and correct to the best of my knowledge. **Applicant Initial Here:** _____*

Project Review Information -- Office Use Only --						
Department Review <small>(check all that apply)</small>	Building Official	Environmental Health	Highway Dept.	Natural Resources	MN DNR	MN DOT
	SWCD	Surveyor's Office	Watershed District	Parks	City: _____	County: _____
Planning Staff Contact:		Phone #:	Application #:	15-Day Deadline:	Review Deadline:	Other: _____



Planned Unit Development (PUD) Process

