



# 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.scottcountymn.gov](http://www.scottcountymn.gov). Select "Community", "Planning & Zoning" and "Checklists & Fact Sheets"

**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"/> | Five (5) <b>folded</b> paper copies of all related plans and documents   | <input type="checkbox"/> |
| <input type="checkbox"/> | One (1) copy of PUD Plan layout and all related application materials in digital format<br><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"> <li>• How County's public values are incorporated into the design of the overall development plan</li> <li>• 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.</li> <li>• 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).</li> </ul> | <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 --						
<b>PROJECT NAME:</b>	Building Official	Environmental Health	Highway Dept.	Natural Resources	MN DNR	MN DOT
	SWCD	Surveyor's Office	Watershed District	Parks	City: _____	County: _____
<b>Zoning Staff Contact:</b>	<b>Phone #:</b>	<b>Application #:</b>	<b>15-Day Deadline:</b>	<b>Review Deadline:</b>	<b>PID:</b>	



# ***Planned Unit Development (PUD) Process***

