



GENOA CHARTER TOWNSHIP APPLICATION

Planned Unit Development (PUD)

APPLICANT NAME: _____

APPLICANT EMAIL: _____

APPLICANT ADDRESS & PHONE: _____, (____) _____

OWNER'S NAME: _____

OWNER ADDRESS & PHONE: _____, (____) _____

TAX CODE(S): _____

QUALIFYING CONDITIONS (To be filled out by applicant)

1. A PUD zoning classification may be initiated only by a petition.
2. It is desired and requested that the foregoing property be rezoned to the following type of PUD designation:
 - Residential Planned Unit Development (RPUD)
 - Planned Industrial District (PID)
 - Mixed Use Planned Unit Development (MUPUD)
 - Redevelopment Planned Unit Development (RDPUD)
 - Non-residential Planned Unit Development (NRPUD)
 - Town Center Planned Unit Development (TCPUD)
3. The planned unit development site shall be under the control of one owner or group of owners and shall be capable of being planned and developed as one integral unit.

EXPLAIN _____

4. The site shall have a minimum area of twenty (20) acres of contiguous land, provided such minimum may be reduced by the Township Board as follows:
 - A. The minimum area requirement may be reduced to five (5) acres for sites served by both public water and public sewer.
 - B. The minimum lot area may be waived for sites zoned for commercial use (NSD, GCD or RCD) where the site is occupied by a nonconforming commercial, office or industrial building, all buildings on such site are proposed to be removed and a new use permitted within the underlying zoning district is to be established. The Township Board shall only permit the PUD on the smaller site where it finds that the flexibility in dimensional standards is necessary to allow for innovative design in redeveloping the site and an existing blighted situation will be eliminated. A parallel plan shall be provided showing how the site could be redeveloped without the use of the PUD to allow the Planning Commission to evaluate whether the modifications to dimensional standards are the

minimum necessary to allow redevelopment of the site, while still meeting the spirit and intent of the ordinance.

- C. The PUD site plan shall provide one or more of the following benefits not possible under the standards of another zoning district, as determined by the Planning Commission:
- preservation of significant natural or historic features
 - a complementary mixture of uses or a variety of housing types
 - common open space for passive or active recreational use
 - mitigation to offset impacts
 - redevelopment of a nonconforming site where creative design can address unique site constraints.
- D. The site shall be served by public sewer and water. The Township may approve a residential PUD that is not served by public sewer or water, provided all lots shall be at least one (1) acre in area and the requirements of the County Health Department shall be met.

Size of property is _____ acres.

DESCRIBE BELOW HOW THE REQUESTED PUD DESIGNATION COMPLIES WITH AFOREMENTIONED MINIMUM LOT SIZE REQUIREMENTS.

STANDARDS FOR REZONING TO PLANNED UNIT DEVELOPMENT (RESPOND HERE OR WITHIN THE IMPACT STATEMENT)

1. How would the PUD be consistent with the goals, policies and future land use map of the Genoa Township Master Plan, including any subarea or corridor studies. If conditions have changed since the Master Plan was adopted, the consistency with recent development trends in the area;

2. The compatibility of all the potential uses in the PUD with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values;

3. The capacity of infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the “health, safety and welfare” of the Township;

4. The apparent demand for the types of uses permitted in the PUD;

AFFIDAVIT

The undersigned says that they are the _____ (owner, lessee, or other specified interest) involved in this petition and that the foregoing answers and statements herein contained and the information herewith submitted are in all respects true and correct to the best of his/her knowledge and belief.

BY: _____

ADDRESS: _____

Contact Information - Review Letters and Correspondence shall be forwarded to the following:

_____ of _____ at _____
Name Business Affiliation E-mail



FEE EXCEEDANCE AGREEMENT

As stated on the site plan review fee schedule, all site plans are allocated two (2) consultant reviews and one (1) Planning Commission meeting. If additional reviews or meetings are necessary, the applicant will be required to pay the actual incurred costs for the additional reviews. If applicable, additional review fee payment will be required concurrent with submittal to the Township Board. By signing below, applicant indicates agreement and full understanding of this policy.

PROJECT NAME: _____

PROJECT LOCATON & DESCRIPTION: _____

SIGNATURE: _____ DATE: _____

PRINT NAME: _____ PHONE: _____

COMPANY NAME & ADDRESS: _____

APPLICATION AND REVIEW PROCEDURE

The application process for a PUD is summarized below:

- a. An optional pre-application workshop with the Planning Commission may be requested by the applicant.
- b. Request for rezoning to appropriate PUD designation: requires review of a conceptual site plan, an Impact Statement, and a PUD Agreement. Requires recommendation from the Planning Commission and final action by the Township Board.
- c. Final PUD Plan approval requires a site plan or tentative preliminary plat, impact statement and final PUD agreement. Requires recommendation from the Planning Commission and final action by the Township Board. Site Plan review and approval may be done independently for each building or project phase, where appropriate.

PROCESS FOR REZONING TO APPROPRIATE PUD DESIGNATION, CONCEPTUAL PUD PLAN, ENVIRONMENTAL IMPACT STATEMENT AND PUD AGREEMENT.

- a. An optional pre-application workshop with the Township may be requested by the applicant to discuss the appropriateness of a PUD concept, solicit feedback and receive requests for additional materials supporting the proposal.
- b. The applicant shall prepare and submit to the Township a request for rezoning to the appropriate PUD designation, including the application for Rezoning, application for PUD and the application for Site Plan Review and the associated submittal requirements.
- c. The Planning Commission shall review the rezoning request, the Conceptual PUD Site Plan, the Impact Statement and PUD Agreement, conduct a public hearing, and make a recommendation to the Township Board and Livingston County Planning Commission based on the review standards of Section 10.07.
- d. Within thirty (30) days following receipt of a recommendation from the Planning Commission, the Livingston County Planning Commission shall conduct a public hearing on the requested PUD rezoning and make a recommendation for approval or denial to the Township Board.
- e. The applicant shall make any revisions to incorporate conditions noted by the Planning Commission and submit to the Township to provide sufficient time for review prior to the Township Board meeting.
- f. Within ninety (90) days following receipt of a recommendation from the Planning Commission and Livingston County, the Township Board shall conduct a public hearing on the requested PUD rezoning, Conceptual PUD Site Plan and PUD Agreement and either approve, deny or approve with a list of conditions made part of the approval. The Township Board may require a resubmittal of the application reflecting the conditions for approval by the Zoning Administrator, and Township consultants if appropriate.

EXPIRATION

Approval of the Conceptual PUD Site Plan by the Township Board shall confer upon the owner the right to proceed through the subsequent planning phase for a period not to exceed two (2) years from date of approval. If application for Final PUD Site Plan approval is not requested within this time period, resubmittal of the application shall be required. The Township Board may extend the period up to an additional two (2) years, if requested in writing by the applicant prior to the expiration date.

PROCESS FOR FINAL PUD SITE PLAN(S)

- a. The applicant shall submit all necessary information at least thirty (30) days prior to the Planning Commission meeting at which the Planning Commission shall first review the request. If the PUD involves a platted subdivision, the Final Site Plan may be processed concurrently as a Preliminary Plat.
- b. Upon submission of all required materials and fees, the Planning Commission shall review the Final PUD Plan, the Impact Statement, and PUD Agreement and make a recommendation to the Township Board based on the review standards of Section 10.08 of the Genoa Township Zoning Ordinance.
- c. The applicant shall make any revisions to incorporate conditions noted by the Planning Commission and submit to the Township to provide sufficient time for review prior to the Township Board meeting.
- d. Within ninety (90) days following receipt of a recommendation from the Planning Commission, the Township Board shall conduct a public hearing on the requested Final PUD Site Plan and either approve, deny or approve with a list of conditions made part of the approval. The Township Board may require a resubmittal of the application reflecting the conditions for approval by the Zoning Administrator, and Township consultants if appropriate.
- c. If the Final PUD Site Plan was approved with conditions, the applicant shall submit a revised site plan to the Zoning Administrator for approval prior to the issuance of any building permits.

CONCEPTUAL SUBMITTAL REQUIREMENTS

The purpose of the conceptual review is to provide a mechanism whereby the applicant can obtain a substantial review of the proposed project in order to prepare final site engineering and architecture plans, and to execute necessary agreements between the applicant and the Township. One PDF hard copy of each of the following items shall be submitted by the applicant or as required by the Township:

- a. Current proof of ownership of the land to be utilized or evidence of a contractual ability to acquire such land, such as an option or purchase agreement.
- b. Completed application forms, supplied by the Zoning Administrator, and an application fee. A separate escrow deposit may be required for administrative charges to review the PUD submittal.
- c. An Impact Assessment meeting the requirements of Article 18. A traffic impact study may be required at the discretion of the Township or as otherwise stated in this ordinance which meets the requirements of Article 18.
- d. A complete PUD Agreement for review which shall:
 - Set forth the conditions upon which the approval is based, with reference to the approved Site Plan or Plat Plan and Impact Statement and a description of all deviations from Township regulations that have been requested and approved.
 - When open space or common areas are indicated in the PUD plan for use by the residents, the open space or common areas shall be conveyed in fee, placed under a conservation easement or otherwise committed by dedication to an association of the residents, and the use shall be irrevocably dedicated in perpetuity and retained as open space for park, recreation, conservation or other common uses.
 - Set forth a program and financing for maintaining common areas and features, such as walkways, signs, lighting and landscaping.
 - Assure that trees and woodlands will be preserved as shown on the site plan, or replaced on a caliper for caliper basis.
 - Assure the construction, improvement and maintenance of all streets and necessary utilities (including public water, wastewater collection and treatment) to mitigate the impacts of the PUD project through construction by the developer, bonds or other satisfactory means, for any and all phases of the PUD. In the case of phased PUD's this requirement shall be reviewed at the time of any final site plan approval.
 - Address any other concerns of the Township regarding construction and maintenance.

- e. Sheet size of submitted drawings shall be at least 24-inches by 36-inches, with graphics at an engineer's scale.
- f. Cover Sheet providing:
- the applicant's name;
 - the name of the development;
 - the preparer's name and professional seal of architect, engineer, surveyor or landscape architect indicating license in the State of Michigan;
 - date of preparation and any revisions;
 - north arrow;
 - property lines and dimensions;
 - complete and current legal description and size of property in acres;
 - small location sketch of the subject site and area within one-half; and scale;
 - zoning and current land use of applicant's property and all abutting properties and of properties across any public or private street from the PUD site;
 - lot lines and all structures on the property and within one-hundred (100) feet of the PUD property lines;
 - location of any access points on both sides of the street within one-hundred (100) feet of the PUD site along streets where access to the PUD is proposed.
- g. A Plan Sheet(s) labeled Existing Site Conditions, including the location of existing buildings and structures, rights-of-way and easements, significant natural and historical features, existing drainage patterns (by arrow), surface water bodies, floodplain areas, wetlands over two acres in size, the limits of major stands of trees and a tree survey indicating the location, species and caliper of all trees with a caliper over eight (8) inches, measured four feet above grade. This sheet shall also illustrate existing topography of the entire site at two (2) foot contour intervals and a general description of grades within one-hundred (100) feet of the site. A reduced copy of this sheet may be included in the Impact Statement.
- h. For projects with a residential; component, a concept plan that illustrates how the site could be practically developed under current zoning standards. This drawing may be used to determine the base density of the project.
- i. A Conceptual PUD Site Plan Sheet including:
- Conceptual layout of proposed land use, acreage allotted to each use, residential density overall and by underlying zoning district (calculations shall be provided for both overall and useable acreage), building footprints, structures, roadways, parking areas, drives, driveways, pedestrian paths, gathering areas and identification signs. Calculations of the size of uses to confirm compliance with Section 10.03.05 for the Non-residential PUD option. **NOTE:** Useable area is total area less public road rights-of-way, year-round surface water bodies, and MDNR regulated wetlands.
 - Building setbacks and spacing.
 - General location and type of landscaping proposed (evergreen, deciduous, berm, etc.) noting existing trees over eight inches in caliper to be retained, and any woodlands that will be designated as "areas not to be disturbed" in development of the PUD.
 - A preliminary layout of contemplated storm water drainage, detention pond location, water supply and wastewater disposal systems, any public or private easements, and a note of any utility lines to be removed.
 - Calculations to demonstrate compliance with minimum open space requirements shall be provided.
 - Preliminary architectural design information shall be provided to the satisfaction of the Township.
 - If a multi-phase Planned Unit Development is proposed, identification of the areas included in each phase should be provided. For residential uses identify the number, type, and density proposed by phase.

- A Utility Master Plan shall be required based on guidelines provided by the Township Engineer. The Utility Master Plan shall show connection points to existing utilities, and concepts for layout, size and phasing of utilities.

FINAL PUD SITE PLAN SUBMITTAL REQUIREMENTS

The final submittal shall include the following items:

- a. All materials required by Article 18, Site Plan Review, including an Impact Statement and Traffic Impact Statement as required.
- b. A hydrologic impact assessment describing the existing ground and surface water resources including, but not limited to, a description of the water table, direction of groundwater flow, recharge and discharge areas, lake levels, surface drainage, floodplains, and water quality as well as the projected impact of the proposed development on such resources, in particular impacts associated with water supply development, wastewater disposal, and storm water management.
- c. A final copy of the approved PUD Agreement that meets the requirements outlined in Section 10.03 of the ordinance.
- d. Non-Residential Projects: Additional information required for a complete review under the standards of Section 10.03.05 of the zoning ordinance.
- d. Any other additional information deemed appropriate by the Township.

NOTE: This application must be accompanied by a rezoning application, site plan review application and their associated submittal requirements.

Revised 01/30/2014, kasp