



Planned Development District  
Non-Residential

**APPLICATION:** Original Completed Application signed and notarized by the owner of the property.

**PROOF OF OWNERSHIP:** Proof of ownership of the property will need to be provided. This could be closing documentation from purchasing the property or a copy of the deed to the property.

**CONCEPTUAL PLAN:** Ten (10) copies of the proposed Conceptual shall be submitted and show the applicant's intent for the use of the land within the proposed PD in a graphic manner and shall be supported by written documentation of proposals and standards of development. \*See attached ordinance for further explanation

**DEVELOPMENT PLAN/SITE PLAN:** Ten (10) 11 X 17 copies of the proposed development plan. This plan shall set forth the final plans for development of the PD and shall conform to the data presented and approved on the conceptual plan. \*See attached ordinance for further explanation

**APPLICATION FEE:** **APPLICATION FEE:** Application fees shall be paid before the Application is considered complete. The application for Planned Development Request is \$200.00 for the first three acres plus \$10.00 per each additional acre.

**PUBLIC HEARING:** A public hearing will be scheduled prior to review by the City Council. The City will require 30 days from the date the application is considered complete to publish notices of the Public Hearing.

If you have questions, please call 972-427-3771 and speak to the Planning and Zoning Department.

## City of Crandall Development Application

Please check the appropriate box below to indicate the type of application you are requesting and provide all information required to process your request.

- |   |  |
|---|--|
| <input type="checkbox"/> Annexation Petition          | <input type="checkbox"/> Amending Plat                     |
| <input type="checkbox"/> Comprehensive Plan Amendment | <input type="checkbox"/> Final Plat                        |
| <input type="checkbox"/> Land Study                   | <input type="checkbox"/> Preliminary Plat                  |
| <input type="checkbox"/> Specific Use Permit (SUP)    | <input type="checkbox"/> Planned Development Detailed Plan |
| <input type="checkbox"/> Variance, Subdivision        | <input type="checkbox"/> Planned Development Concept Plan  |
| <input type="checkbox"/> Variance, Zoning             | <input type="checkbox"/> Site Plan                         |
| <input type="checkbox"/> Zoning Change                | <input type="checkbox"/> Other: _____                      |

### PROJECT INFORMATION

Project Name: \_\_\_\_\_

Project Address (Location): \_\_\_\_\_

Existing Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_

Existing Use: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

Existing Comprehensive Plan Designation: \_\_\_\_\_ Gross Acres: \_\_\_\_\_

**Application Requirements:** The applicant is required to submit sufficient information that describes and justifies the proposal. See appropriate checklist and fee schedule for minimum requirements. Incomplete applications will not be processed.

### APPLICANT INFORMATION

Applicant: \_\_\_\_\_ Company: \_\_\_\_\_

Address: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_ Email: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Company: \_\_\_\_\_

Address: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_ Email: \_\_\_\_\_

Key Contact: \_\_\_\_\_ Company: \_\_\_\_\_

Address: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_ Email: \_\_\_\_\_

SIGNATURE OF PROPERTY OWNER OR APPLICANT  
(SIGN AND PRINT OR TYPE NAME)

SIGNATURE: \_\_\_\_\_  
(Letter of authorization required if signature is other than property owner)

Print or Type Name: \_\_\_\_\_  
Known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration expressed and in the capacity therein stated.

Given under my hand and seal of office  
on this \_\_\_\_\_ day of \_\_\_\_\_ 2018.

\_\_\_\_\_  
Notary Public

### *For Departmental Use Only*

Case No. \_\_\_\_\_

Date Submitted \_\_\_\_\_

Total Fee(s): \_\_\_\_\_

Check No.: \_\_\_\_\_

Date Sent to City  
Planner / City  
Engineer: \_\_\_\_\_

Accepted By: \_\_\_\_\_

allowed by applying for and obtaining a Specific Use Permit (SUP) in accordance with SECTION 5I.

(21) PD – Planned Development District

(a) General Purpose and Description

The purpose of the PD, Planned Development, district (“PD”) is to promote and encourage innovative development that is sensitive to surrounding land uses and to the natural environment. If this necessitates varying from available controlling zoning districts, the proposed development should demonstrate community benefits. A PD should not be used to deviate from the provisions of this UDC in a way that contradicts its intent.

(b) Application Requirements

1) Application Required

Any request for a PD shall be accompanied by an application prepared in accordance with the Development Standards.

2) Accompanying Applications

Approval of a PD shall require all subsequent development applications to be consistent with the approved development regulations.

3) Tax Certificate Required

All applications made as a request for a PD shall be accompanied by a copy of a current tax certificate reflecting that all taxes due and owing have been paid in full.

4) Minimum Planned Development District Size

No PD may be established on any area less than the following in size:

a) Single-Family Residential: two (2) acres;

b) Multi-Family Residential: two (2) acres;

c) Nonresidential: two (2) acres; or

d) Mixed Residential and Nonresidential: five (5) acres.

(c) Processing of Application and Decision

1) Submittal

An application for a PD shall be submitted to the City Manager. The City Manager shall review the application for completeness in accordance with SECTION 4B of this UDC. The City Manager may request a recommendation regarding the application from any other City employee or consultant. The City Manager shall notify the applicant of items requiring correction or attention before providing a recommendation on the application. After appropriate review, the

City Manager shall forward a written recommendation to the Commission for consideration.

2) Notification Requirements

An application for a PD requires the following notification in accordance with SECTION 4C of this UDC:

- a) Written notice prior to consideration by the Commission; and
- b) Published notice prior to consideration by the City Council.

3) Commission Recommendation

The Commission shall hold a public hearing in accordance with the TOMA and SECTION 4D of this UDC and make a written recommendation regarding a PD to the City Council. The Commission may recommend approval, approval with conditions, or denial of the PD. The Commission may, on its own motion or by request of the property owner, postpone consideration of the request to a date certain that is not more than thirty (30) calendar days after the date of the current consideration in order to review additional information or modifications which may have a direct bearing on the recommendation to the City Council.

4) Decision by City Council

The City Council shall receive the written recommendation of the Commission regarding a PD and shall hold a public hearing in accordance with the TOMA and SECTION 4D of this UDC. The City Council may vote to approve, approve with conditions, or deny the PD. The City Council may, on its own motion or by request of the property owner, postpone consideration of the request to a date certain that is not more than thirty (30) calendar days from the date of the current consideration in order to review additional information or modifications which may have a direct bearing on the final decision.

(d) Development Standards

- 1) Development standards for each PD shall be set forth in the ordinance granting the PD and may include but shall not be limited to uses, density, lot area, lot width, lot depth, yard depths and widths, building height, building elevations, coverage, floor area ratio, parking, access, screening, landscaping, accessory buildings, signs, lighting, management associations, and other requirements as the City Council may deem appropriate.
- 2) In the PD, the particular controlling, or base, zoning district(s) to which uses specified in the PD are most similar shall be stated in the granting ordinance. All PD applications shall list all requested variances from the standard requirements set forth throughout this ordinance (applications without this list will be considered incomplete).

- 3) The ordinance granting a PD shall include a statement as to the purpose and intent of the PD granted therein. A specific list is required of variances in each controlling zoning district or districts and a general statement citing the reason for the PD request.
- 4) The PD shall conform to all other sections of the UDC, unless specifically exempted in the granting ordinance.

(e) Conceptual and Development Plan

In establishing a PD, the City Council shall approve and file, as part of the amending ordinance, appropriate plans and standards for each PD. During the review and public hearing process a conceptual plan and a development plan (or detailed site plan) shall be submitted.

- 1) Conceptual Plan: The applicant shall submit a conceptual plan. The plan shall show the applicant's intent for the use of the land within the proposed PD in a graphic manner and shall be supported by written documentation of proposals and standards for development.
  - a) A conceptual plan for residential land use shall show general use(s), thoroughfares, and preliminary lot arrangements. For residential development which does not propose platted lots, the conceptual plan shall set forth the size, type, and location of buildings and building sites, access, density, building height, fire lanes, screening, parking areas, landscaped areas, and other pertinent development data.
  - b) A conceptual plan for uses other than residential uses shall set forth the land use proposals in a manner to adequately illustrate the type and nature of the proposed development. Data which may be submitted by the applicant, or required by the City Council, may include, but is not limited to, the types of use(s), topography, and boundary of the planned development area, physical features of the site, existing streets, alleys, and easements, location of future public facilities, building heights and locations, parking ratios, and other information to adequately describe the proposed development and to provide data for approval which is used in drafting the final development plan.
  - c) Changes of detail which do not alter the basic relationship of the proposed development to adjacent property and which do not alter the uses permitted or increase the density, building height, or coverage of the site and which do not decrease the off-street parking ratio, reduce the yards provided at the boundary of the site, or significantly alter the landscape plans as indicated on the approved conceptual plan may be authorized by the City Manager. If an agreement cannot be reached regarding whether or not a change of detail conforms

to the original concept plan, the City Council shall determine the conformity.

2) Development Plan: This plan shall set forth the final plans for development of the PD and shall conform to the data presented and approved on the conceptual plan. Approval of the development plan shall be the basis for issuance of a building permit. The development plan shall be acted on by the City Council, upon recommendation of the Commission. The development plan may be submitted for the total area or any section of the planned development. The development plan shall include:

- a) A site inventory analysis including a scale drawing of existing vegetation, natural watercourses, creeks or bodies of water, and an analysis of planned changes in such natural features as a result of the development and including a delineation of any flood prone areas;
- b) A scale drawing showing any proposed public or private streets and alleys; building sites or lots; and areas reserved as parks, parkways, playgrounds, utility easements, school sites, street widening and street changes; sidewalks and trails; the points of ingress and egress from existing and proposed streets; general location and description of existing and proposed utility services, including size of water and sewer mains; the location and width for all curb cuts and the land area of all abutting sites and the zoning classification thereof on an accurate survey of the tract with the topographical contour interval of not more than five feet (5');
- c) A site plan in accordance with SECTION 8N of this UDC;
- d) A landscape plan showing screening walls, ornamental planting, wooded areas, and trees to be planted; and
- e) An architectural plan showing elevations and signage style to be used throughout the development. Any or all of the required information may be incorporated on a single drawing if such drawing is clear and can be evaluated by City staff, the Commission and the City Council.

(f) Criteria for Approval

The Commission, in making its recommendation, and the City Council, in considering final action on a PD, should consider the following criteria:

- 1) Whether the proposed PD implements and conforms to the policies of the adopted Comprehensive Plan;
- 2) Whether the proposed PD promotes the health, safety, and general welfare of the City and the safe, orderly, efficient and healthful development of the City;

- 3) Whether the uses permitted by the proposed change in zoning district classification and the standards applicable to such uses will be appropriate in the immediate area of the land to be reclassified;
- 4) Whether the proposed change is in accord with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers or other public services and utilities to the area;
- 5) The extent to which the proposed PD will result in a more superior development than could be achieved through conventional zoning;
- 6) Whether all of the applicant's taxes owed to the City on the subject property have been paid in full (no application will receive final approval until all taxes due are paid in full); and
- 7) Whether other criteria are met which, at the discretion of the Commission and City Council, are deemed relevant and important in the consideration of the PD.

(g) Amendments

The City Manager may permit the applicant to make minor amendments to the conceptual plan without the necessity of amending the ordinance that established the PD. If the proposed amendments change and/or impact the nature or purposes of the approved PD, whether individually or cumulatively, the City Manager may deny the request for approval of the modifications and provide the applicant with the opportunity to revise the proposed amendments to bring them into compliance with the PD. If an applicant wishes to make any amendments to an approved concept plan, other than minor amendments approved by the City Manager, the City Manager will submit the amendments to the Commission and City Council for review and approval as a revised PD. Minor amendments shall only be as follows:

- 1) Corrections in spelling, distances and other labeling that do not affect the overall development concept;
- 2) Changes in building position or layout that are less than ten feet (10') or ten percent (10%) of the total building project or area;
- 3) Changes in proposed property lines as long as the original total project acreage is not exceeded, and the area of any base zoning district is not changed by more than five percent (5%); and
- 4) Changes in parking layouts as long as the number of required spaces and general original design are maintained.

F. INITIAL ZONING UPON ANNEXATION

- (1) Newly annexed property shall be deemed to be zoned Agricultural ("A") until such a time that the property becomes zoned to another permanent zoning district. However, as soon as practical following annexation, but in no event more than one hundred and eighty (180) calendar days thereafter, the City Council shall, on its own motion or by property owners of the annexed area,