



1685 CROSSTOWN BOULEVARD N.W. • ANDOVER, MINNESOTA 55304 • (763) 755-5100
FAX (763) 755-8923 • WWW.ANDOVERMN.GOV

PLANNED UNIT DEVELOPMENT

Property Address _____

Legal Description of Property (if legal is lengthy, please attach a separate sheet):

Lot _____ Block _____ Addition _____

PIN _____

(If metes and bounds, attach the complete legal description)

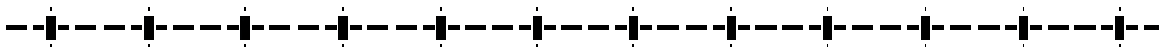
Note: If the legal is not provided, the application will not be considered to be complete.

Is the property Abstract or Torrens (to verify this call the Anoka County Office at (763) 323-5400 with the property PIN number).

Abstract _____ Torrens _____

Description of Request _____

Section of Ordinance _____ Current Zoning _____



Name of Applicant _____ Email _____

Address _____

City _____ State _____ Zip _____

Home Phone _____ Business Phone _____

Signature _____ Date _____

PLANNED UNIT DEVELOPMENT
PAGE 2

Property Owner (Fee Owner) _____ Email _____
(If different from above)

Address _____

City _____ State _____ Zip _____

Home Phone _____ Business Phone _____

Signature _____ Date _____

The following information shall be submitted prior to review by the City of Andover:

1. Complete application and fee
2. Site Plan showing the following:
 - a. Scale
 - b. North arrow
 - c. Dimensions of the property and structures
 - d. Front, side, and rear yard building setbacks
 - e. Adjacent streets
 - f. Parking setbacks
 - g. Location and use of existing structures within 100 feet
3. Landscape Plan
4. Color Building Elevations
5. Written narrative addressing the requested deviations to the zoning standards and amenities / design qualities being provided with the project.
6. Other information as required to review the request.

Application Fee:

PUD Review Fee	\$1,000.00	escrow for services and agree to reimburse city for all services provided.
Amended PUD Review Fee	\$350.00	Includes mailing labels
	\$1,000.00	escrow for services and agree to reimburse city for all services provided.
Public Notification Sign	\$30.00	

Date Paid _____ Receipt # _____

60 Day date _____ 120 Day date _____

PLANNED UNIT DEVELOPMENT
PAGE 3

Note: The following is information that all applicants should read and understand.

DESIRABLE PUD DESIGN QUALITIES: The following design qualities will be sought in any PUD:

- A. Achieves efficiency in the provision of streets and utilities and preserves area to achieve the elements of design qualities described in this chapter.
- B. Provides convenient and safe access for vehicles and pedestrians and all types of activity that are anticipated to be a part of the proposed development.
- C. Provides a buffer between different uses, adjacent properties, roadways, between backyards of back-to-back lots.
- D. Preserves existing stands of trees and/or significant trees.
- E. Provides considerable landscaping treatments that complement the overall design and contribute toward an overall landscaping theme.
- F. Preserves significant usable space on individual lots or through the provision of open space within the development.
- G. Provides an attractive streetscape through the use of undulating topography, landscaping, decorative street lighting, decorative mailbox groupings, retaining walls, boulders, fencing, area identification signs, etc.
- H. The proposed structures within the development demonstrate quality architectural design and the use of high quality building materials for unique design and detailing.
- I. The lasting quality of the development will be ensured by design, maintenance and use guidelines established through an owners' association.

CRITERIA FOR GRANTING A PLANNED UNIT DEVELOPMENT REQUEST

The developer must demonstrate that the amenities and qualities of the Planned Unit Development are beneficial and in the public interest to allow the development to be approved. A substantial amount of the design qualities identified above shall be found to be present in order to approve a PUD. The amount of amenities and type of qualities that constitute an acceptable PUD are at the sole discretion of the City Council to determine.

PLANNED UNIT DEVELOPMENT PROCESS

- A Public Hearing Notice will be sent out to all property owners and residents within 350' feet of the applicants' proposed property.
- A sign stating "Proposed Land Use Change" is placed on the applicants' property to inform interested resident of the public hearing. (For Public Hearing information please call the informational hotline at 767-5126).
- A staff report is prepared on the Friday before the Planning and Zoning Commission meeting. This report can be obtained by calling City Hall (755-5100). **It is important that the applicant attend the Planning and Zoning meeting.**
- Questions may be addressed to the applicant from the public or commission members.
- The Planning and Zoning Commission will vote to forward the item to the City Council with a recommendation of approval or denial. The Commission may also table the item in order to obtain further information.
- The City Council will make a final decision on the item.

FINDINGS REQUIRED: In order for a PUD to be approved, the City shall find that the following are present:

- A. The proposed development is not in conflict with the goals of the Comprehensive Plan of the city.
- B. The proposed development is designed in such a manner as to form a desirable and unified environment within its own boundaries.
- C. The proposed development demonstrates how each modified or waived requirement contributes to achieving the purpose of a PUD.
- D. The PUD is of composition, and arrangement that its construction, marketing, and operation are feasible as a complete unit without dependence upon any subsequent unit.