

# PUD

**APPLICATION FOR  
PLANNED UNIT  
DEVELOPMENT**

City of Sharonville  
Department of Building, Zoning & Planning  
10900 Reading Road  
Sharonville, OH 45241  
(513) 563-0033 Phone  
(513) 563-0617 Fax

<b>1. APPLICANT:</b>	<b>2. LOCATION OF PROPERTY:</b>
NAME	LOT NO. OF
FIRM	SUBDIVISION, BLOCK ,
ADDRESS	SECTION , PART ,
CITY	ON THE N S E W OF
STATE/ZIP	APPROX. FT.
TELEPHONE	N S E W OF
FAX	

<b>3. OWNER:</b>	<b>4. I CERTIFY THAT THE INFORMATION</b>
NAME	AND STATEMENTS GIVEN ON THIS
ADDRESS	APPLICATION AND ATTACHED
CITY	DRAWING AND/OR SPECIFICATIONS
STATE/ZIP	ARE, TO THE BEST OF MY KNOWLEDGE,
TELEPHONE	TRUE AND CORRECT.
FAX	
	SIGNATURE TITLE DATE

**PUD APPLICATION PROCEDURE:**

- (a) **Pre-application Conference:** Before submitting an application for approval of a PUD, the applicant shall confer in a meeting with the Planning Commission to obtain information and guidance regarding land development regulations, the City’s Comprehensive Plan and the application process. At the pre-application conference, the applicant shall submit a preliminary sketch plan for the proposed PUD containing both maps and written statement. All maps shall show enough of the surrounding area to demonstrate the relationship of the PUD to adjoining uses, both existing and proposed.

The maps which are a part of the preliminary sketch plan may be in general, schematic form and shall contain the following:

- (1) A recent map of the site, reflecting area size and boundary line dimensions;
- (2) Existing and proposed land uses and their approximate locations;
- (3) Existing topographic character of the site;
- (4) The character, approximate net residential density and expected final population of the proposed PUD;
- (5) Circulation patters including pedestrian walkways and arterial, collector or local streets;
- (6) Any proposed public use areas including schools, parks, open space, etc.;
- (7) Existing floodplains, bodies of water and other unbuildable areas; and
- (8) The written statement to be included along with the preliminary sketch plan shall contain the following information:
  - A. An explanation of the character of the PUD, the manner which it has been planned to take advantage of the PUD regulations, the manner in which it reflects the “purpose” and “objectives” of PUD as stated in Sections 1139.01 and 1139.02 and its conformance to the City’s Comprehensive Plan;
  - B. A statement of ownership of or option to purchase all land within the proposed PUD; and
  - C. A general indication of the expected schedule of development.

- (b) **Application:** Upon completion of the preliminary review process, including the pre-application conference and Commission review, an application may be submitted to the Commission. A public hearing shall be held by the Commission before approval of a PUD. Notification of the public hearing shall be published in a newspaper of general circulation in the City and be either mailed or personally delivered to persons to whom real property is assessed within 300 feet of the boundary of the property on which the PUD is to be located, and to the occupants of all structures within 300 feet of that property. Notice is to be given at least five and not more than fifteen days before the application shall be considered. The notice is to describe the nature of the PUD, the property on which the PUD shall be located and to state the place and time of the public hearing and indicate when and where written comments shall be received concerning the request. If the Commission approves the PUD, it may require any conditions or modifications it deems necessary subject to approval by Council. Such application shall include a final site plan containing the information set forth in Chapter 1157. If the PUD is to be built in phases, a preliminary site development plan designating various use areas may be approved. A final detailed site plan shall then be required before the approval of each phase. The following information shall be provided:

- (1) A development schedule indicating:
  - A. Approximate date for commencement of construction;
  - B. Stages or phases in which the project shall be built and the expected starting and completion dates of each stage; and
  - C. Size and location of each area of common use for recreation or open space purposes which shall be complete at each stage.
- (2) Agreements, provisions or other covenants which shall govern the use, maintenance and continued protection of the PUD and any of its common use or open space areas.



