



City of Onalaska, Department of Planning & Zoning, 415 Main Street, Onalaska, WI 54650

## PUD GENERAL DEVELOPMENT PLAN APPLICATION

The following checklist will ensure the timely processing of your application:

➔ **Overview/ Cover Letter Describing the following:**

- ▶ A statement describing character and goals of the PUD and a general schedule for implementation.
- ▶ Plan Set which satisfies all criteria as listed in the PUD General Development Plan Checklist.

➔ **\$1,000.00 Permit Application Fee** (Payable to the City of Onalaska).

*If incomplete, no further processing of the application will occur until the application is complete.*

*A Planned Unit Development (PUD) may be used as a custom zoning district for any land use or combination of land uses. The minimum size of a PUD is one (1) acre. A PUD is reviewed through a two-part process: 1) General Development Plan (GDP) and a 2) Final Implementation Plan (FIP). A GDP requires a public hearing at a Plan Commission meeting where the developer provides a plan set for the PUD including all items noted above (Section 13.02.32. of the Unified Development Code). If the GDP is approved, the next step is completing a Final Implementation Plan reviewed by the Plan Commission and Common Council for final approval. See Sections 13.05.25., 13.05.26., and 13.05.27. for the application procedures to create a new PUD and amend a PUD.*

<b>Property Address(es):</b>	
<b>Parcel Number(s):</b>	
18-	18-
18-	18-
18-	18-
18-	18-
<b>Zoning District:</b>	

<b>Applicant/Property Owner:</b>
<b>Project Contact:</b>
Mailing Address:
City, State, Zip:
Phone Number:
Email:

*The undersigned hereby makes an application for the location stated herein. The undersigned agrees that all work shall be done in accordance with the requirements of the City of Onalaska Unified Development Code / Zoning Ordinance and with all other applicable City Ordinances and the laws and regulations of the State of Wisconsin.*

<b>Signature of Applicant:</b>	Date:
<b>Signature of Property Owner:</b>	Date:



# CITY OF ONALASKA

## Planned Unit Development Checklist (General Development Plan)

The submittal to your proposed project must include the following information in order to be considered an Application for Planned Unit Development (PUD) Review for General Development Plan (GDP). The submittal of the proposed project must include the following information in order to be considered a complete application for a GDP. Refer to City of Onalaska's Unified Development Code for more information regarding standards, plans, and requirements (Section 13.02.32.). **Please provide the following with the site plan application submittal: two (2) full-size copies (24" x 36"), two (2) 11" x 17" copies, and a 24" x 36" electronic version of entire plan set.**

1. Completed Planned Unit Development (PUD) General Development Plan Application form with completed and signed checklist.  
 *Attached*
2. A cover letter is required providing a statement describing the character of the PUD and general schedule for implementing the development. Other information includes, but not limited to, permitted/conditional uses, acreage, proposed density, and setbacks, building height, environmental design, common open space, architecture, parking, streets, utilities, and drainage, circulation/access, landscaping and signage. Refer to City of Onalaska's Unified Development Code (Section 13.02.32.) for specific requirements to address. This information will be used by the Plan Commission in addition to items in the plan set to review the proposed PUD.  
 *Attached*
3. Application Review Fee: \$1,000.00 (Payable to the City of Onalaska).  
 *Submitted*
4. **Plan Set.** New development will require a professionally drawn site plan to be submitted, drawn to an engineered scale, and include the following items:
  - A. Plan of the project area and its relationship to surrounding properties with existing topography, easements, existing vegetation and all other features within one hundred (100) feet of the proposed PUD.
  - B. Identify the following:
    - 1) Pattern of proposed land uses;
    - 2) Pattern, shape, size, arrangement, and disunity of proposed use areas;
    - 3) Pattern and design of all circulation provisions;
    - 4) Pattern and design of all common open space areas (including proposed management);
    - 5) Utility provisions;
  - C. Economic analysis of the developed including proposed investment, phasing, job creation, etc. if required.
  - D. A general outline of the organizational structure for the enforcement and administration of protective covenants if applicable.
  - E. A schedule for the implementation of the development. *Attached*

*All information listed above is attached to this application and I understand that incomplete submittals may delay the processing of the application.*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date





# CITY OF ONALASKA

## Planned Unit Development Checklist

### (Final Implementation Plan)

The submittal to your proposed project must include the following information in order to be considered an Application for Planned Unit Development (PUD) Review for Final Implementation Plan (FIP). The submittal of the proposed project must include the following information in order to be considered a complete application for a FIP. Refer to City of Onalaska's Unified Development Code for more information regarding standards, plans, and requirements (Section 13.02.32.). **Please provide the following with the site plan application submittal: two (2) full-size copies (24" x 36"), two (2) 11" x 17" copies, and a 24" x 36" electronic version of entire plan set.**

1. Completed PUD Final Implementation Plan Application form with completed and signed checklist.
  - Attached*
2. A cover letter is required providing a statement describing the character of the PUD and general schedule for implementing the development. Other information includes, but not limited to, permitted/conditional uses, acreage, proposed density, and setbacks, building height, environmental design, common open space, architecture, parking, streets, utilities, and drainage, circulation/access, landscaping and signage. Refer to City of Onalaska's Unified Development Code (Section 13.02.32.) for specific requirements to address. This information will be used by the Plan Commission in addition to items in the plan set to review the proposed PUD.
  - Attached*
3. **Plan Set.** A plan set that contains the following detailed construction and engineering plans and related details, documents, and schedules:
  - A. An accurate scaled map of the project consistent with the General Development Plan.
  - B. Pattern of public and private circulation (vehicular, pedestrian, and bicycling).
  - C. Detailed lot layout.
  - D. The arrangement of buildings.
  - E. Architectural elevations and details.
  - F. A master grading and drainage plan.
  - G. Utility plans.
  - H. An open space plan (minimum 15% of project area) with provisions for maintenance.
  - I. A master landscaping plan (including street tree provisions, screening, parking lot landscaping (where applicable), and preservation of mature, healthy trees.
  - J. Proof of financial treatment (where applicable).
  - K. An economic analysis (where applicable).
  - L. A development schedule indicating construction commencement and completion, project phases, the dedication of public improvements, and the administration of covenants.
  - Attached*

Following the review of the Final Implementation Plan by the Plan Commission and Common Council, if approved the developer/applicant shall carry out the plans in accordance with the officially submitted and approved plans on file. The developer/applicant shall record the legal description of the PUD and the Conditions of Approval which shall run with the land at the La Crosse County Register of Deeds. Any subsequent change to the D-PUD shall follow the D-PUD Amendment processes as noted in Sections 13.05.26. and 13.05.27. of the Unified Development Code of the City of Onalaska.

*All information listed above is attached to this application and I understand that incomplete submittals may delay the processing of the application.*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date