



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 (Sections 13-3-5 & 13-3-7). **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. This information will be used by the Plan Commission in addition to items in the plan set to review the PUD.
 - Attached*

3. Application Review Fee: \$700.00 (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* *Does Not Apply, Please state reason:* _____

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, 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 including: Proposed site plan, density, uses, lot area, setbacks, building heights, common open space, landscaping, architecture, parking, streets/circulation, signage, utilities, & drainage.

➔ **\$700 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 five (5) acres. A PUD is reviewed through a two-part process: 1) General Development Plan (GDP) and a 2) Final Implementation Plan. 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 (Sections 13-3-5 & 13-3-7 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.

Brief Description of Request for a PUD:

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| Property Address(es): |
| Parcel Number(s): |
| 18- 18- |
| 18- 18- |
| 18- 18- |
| 18- 18- |
| Zoning District: |

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|----------------------------------|
| Applicant/Property Owner: |
| Project Contact: |
| 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.

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|-------------------------------------|-------|
| Signature of Applicant: | Date: |
| Signature of Property Owner: | Date: |

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|-------------------------|----------------------------------------------------------------|--------------------------|--|
| OFFICE USE ONLY: | Date Submitted: | Permit Number: | |
| Permit Fee: | <input type="checkbox"/> Cash <input type="checkbox"/> Check # | Application Received by: | |