

**PLANNED UNIT DEVELOPMENT AMENDMENT
MAJOR**

1. APPLICANT: _____ DAYTIME PHONE: _____
MAILING ADDRESS: _____
E-MAIL ADDRESS: _____
AUTHORIZED AGENT: _____ DAYTIME PHONE: _____
MAILING ADDRESS: _____
PROPERTY OWNER: _____ DAYTIME PHONE: _____
MAILING ADDRESS: _____

2. LEGAL DESCRIPTION: _____

ADDRESS OF PROPERTY(ies) INVOLVED: _____
LANDMARK LOCATION: _____
EXISTING LAND USE: _____
PROPOSED PUD AMENDMENT(S): (use separate sheet of paper to describe project)
SURROUNDING ZONING: NORTH _____ SOUTH _____ EAST _____ WEST _____
UTILITIES: PUBLIC: _____ (list provider)
PRIVATE: Septic Tank size: _____ gallons Drainfield size: _____ feet
Water Source: Well Cistern

3. THE OWNER, APPLICANT, OR AUTHORIZED AGENT, ACKNOWLEDGES: That he / she has read and received a copy of the instruction sheet and this application form concerning the filing and hearing of this matter; that he / she authorizes the Pennington County Planning Department staff and designees to enter onto and inspect the above described property; and, that he / she has been advised of the fee requirements and they have been paid on _____.

Signature of APPLICANT or AGENT:
(requires owner authorization)

Signature of LANDOWNER:

DATE: _____

DATE: _____

Subscribed and sworn to before me this _____
day of _____, 20_____

Subscribed and sworn to before me this _____
day of _____, 20_____

Notary Public for the State of South Dakota
My Commission Expires: _____

Notary Public for the State of South Dakota
My Commission Expires: _____

4. DATE /TIME OF:
PLANNING COMMISSION HEARING: _____ LOCATION: County Commissioners' Meeting Room
COUNTY COMMISSION HEARING: _____ LOCATION: County Commissioners' Meeting Room

PLANNED UNIT DEVELOPMENT MAJOR AMENDMENT CHECKLIST

The Application Fee for a Major Planned Unit Development Amendment is \$400.00 PLUS \$20.00 for the Mailing List and \$25.00 for a Sign Deposit.

INTENT OF MAJOR AMENDMENTS TO THE PLANNED UNIT DEVELOPMENT

Amendments to the Planned Unit Development (PUD) shall be considered Major, if there is a change in permitted uses, a modification to the PUD boundary, lots or structure heights, or a change in the provisions concerning reconfiguration of roads, parking areas, open space or density.

Please provide the following submittal materials:

_____ 1. A completed application form: signed and notarized by the applicant and the owner of the subject property and filed at least nineteen (19) days prior to a scheduled Planning Commission meeting. If application is not complete, staff reserves the right to deny the request to be placed on the Agenda.

_____ 2. Written narrative addressing changes to or provisions for any of the following:

- | | |
|---|--|
| a. Characteristics of the PUD. | d. Parking. |
| b. Expected densities and land coverage. | e. Utility Services |
| c. Number, type, and size of buildings, and/or units. | f. Type of all existing uses, including permitted uses, and uses permitted after Major Amendment to the PUD. |

_____ 3. One (1) copy of a complete site plan, drawn to scale, with the following information:

_____ Name of the PUD.

_____ Minimum and maximum square footage and/or number of units.

_____ Legal Description.

_____ Location of all existing on-site utilities.

_____ Property lines and dimensions of property.

_____ Location, dimensions, and types of existing buildings on the property and their distances from property lines.

_____ All easements and 100-year floodplain boundaries.

_____ The right-of-way of any public road(s) that is contiguous to the property.

_____ All proposed streets and/or easements.

After submittal of all the application materials and the required fee, the applicant will be provided with a property owner list and Notice of Hearing letter. The Planning Department will prepare a list of names and addresses of those persons who own land 500 feet outside of the PUD boundary. The Notice of Hearing letters must be mailed by the applicant, by certified mail, **no less than ten (10) days** prior to the date of the public hearing. The expense of notifying the surrounding property owners is the responsibility of the applicant.

A \$25.00 non-refundable deposit is required for the sign, provided by the Planning Department, which advertises the request. This sign must be posted on the property in such a manner that it is visible from the road, which provides access to the property. The sign must be posted **no less than ten (10) days** prior to the date of the hearing and must remain posted until final action by the Planning Commission.

Major Amendments are processed in the same manner as a new Planned Unit Development application. This requires a public hearing before the Planning Commission and review and approval by the County Board of Commissioners.