



Pennington County Planning & Zoning Pennington County, South Dakota

PLANNED UNIT DEVELOPMENT APPLICATION PROCESS-NEW

APPLICABILITY

This Section establishes the regulations and standards for Planned Unit Development (PUD) as a zoning district. A PUD allows landowners and developers the flexibility to creatively plan for mixed-use development of their land.

APPLICATION REQUIREMENTS

A *pre-meeting* with Planning Staff is required prior to submittal of a Planned Unit Development Application. Planned Unit Development Application requests must be submitted according to the requirements in Section 216 of the Zoning Ordinance. A list of the minimum required elements is located on the following page: Planned Unit Development Application Checklist.

A Rezone Application and a Comprehensive Plan Amendment Application must also be submitted, and paid for, at the same time with the New Planned Unit Development Application.

APPROVAL PROCESS

The application form and required materials for a Planned Unit Development Application must be submitted to the Planning Department. A complete application shall include: the application form (attached), all materials required by the Zoning Ordinance, and the non-refundable application fee. Amendments to an approved PUD will be considered and approved in the same manner as required for a separate Planned Unit Development application.

APPROVAL PROCESS CONTINUED

A Notice of Public Hearing sign will be provided by the Planning Department. The 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 10 days prior to the date of the Planning Commission hearing and must remain posted until final action by the Board of Commissioners.

Upon receipt of a complete application (including application fee) and proper notice to adjoining landowners, the Planning Commission will hold a public hearing on the application. Notice of time and place of hearing must be given at least 10 days in advance by publication in the legal newspapers of the County.

It is recommended the petitioner or a representative attend the Planning Commission meeting to answer any questions. The Planning Commission's action is in the form of a recommendation to the County Board of Commissioners.

The Planned Unit Development request is then heard at a Board of Commissioner's meeting. The Board may approve, continue, or deny the request. The Board of Commissioner's action is final, although their decision may be appealed through the Circuit Court. If approved, the request does not take effect until 20 days after a Notice of Fact of Adoption has been published once in a legal newspaper of the County.



Pennington County Planning & Zoning Pennington County, South Dakota

PLANNED UNIT DEVELOPMENT APPLICATION CHECKLIST - NEW

☐ Planned Unit Dev. Application Fee: Application Fee:- \$380.00 Publication Costs:- \$120.00 Property Owner's List: \$20.00 Sign fee: \$ 25.00 Total: \$545.00	☐ Pre-Application Meeting Date: _____
Application and fees can be delivered in person or by mail to: Pennington County Planning Department P.O. Box 6160 Rapid City, SD 57709	Application can be emailed to: plz@pennco.org Applications emailed must pay by Credit Card to complete application.

REQUIRED SUBMITTAL INFORMATION

The following items must be provided with all applications. *If all the required and applicable information is not provided, the application will be deemed incomplete and will not be accepted.* For your convenience, please use the column on the left to be sure you have all the required and applicable information. *All plans and maps MUST be folded to 8½" x 11" or provided as .pdf files.*

The checklist below must be completed to ensure all application requirements are met.

Applicants must provide a payment with the Planned Unit Development Application.

- ☐ Concept Plan (reviewed and approved) - All documents and information included in the Concept Plan, as updated and/or amended.
- ☐ Utility Plan - Includes, but is not limited to, electric, water, and gas utility locations.
- ☐ Water System - Written authorization from a local water supplier or a water right is required to show that adequate water supply is available to serve the proposed PUD.
- ☐ Wastewater System.
- ☐ Signs.
- ☐ Road Improvements.
- ☐ Drainage Plan.
- ☐ Grading Plan (includes site and road grading).

By the signature hereunder, I certify that all documentation, information, and fees have been submitted to the Pennington County Planning Department. I further certify that all information and documentation I have provided is true and accurate to the best of my knowledge.

Applicant Signature: _____

Printed Name: _____

Date: _____



Pennington County Planning & Zoning Pennington County, South Dakota

PLANNED UNIT DEVELOPMENT APPLICATION FORM - NEW

Tax ID: _____

Submittal Date _____

1.	Applicant Name and Address:		Applicant Phone No:		Applicant Email:	
	Business Name and Address:		Business Phone No.:		Business Email:	
	Legal description of property:					
	Current Zoning of property:	☐ AG ☐ RCH	☐ RR ☐ LDR	☐ SRD-1 ☐ SRD-2	☐ C ☐ NC	☐ LI ☐ HI
	Property Owner:		Address:		Phone No.:	
	Name of Development:				Concept Plan Number:	
Surrounding Zoning:		North _____	South _____	East _____	West _____	

2. 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. FILING FEE IS NON-REFUNDABLE.

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: _____