



**City of Dickinson  
PLANNED UNIT DEVELOPMENT ZONING  
MAP AMENDMENT APPLICATION**

99 2nd Street E., Dickinson, ND 58601

Phone: 701-456-7000, 701-456-7815

[www.dickinsongov.com](http://www.dickinsongov.com)

Application \_\_\_\_\_

Planned Unit Development Application Fee: \$1250.00

**NOTE: A PRE SUBMITTAL MEETING WITH PLANNING DEPARTMENT STAFF AND COMPLETION OF THE PLANNING DEPARTMENT DEVELOPMENT CHECKLIST ARE REQUIRED PRIOR TO APPLYING. PLEASE CALL (701)-456-7812 TO SCHEDULE YOUR PRE SUBMITTAL MEETING. THE PLANNING DEPARTMENT CHECKLIST IS AVAILABLE ONLINE AT [WWW.DICKINSONGOV.COM](http://WWW.DICKINSONGOV.COM)**

**THE FOLLOWING ITEMS SHALL BE COMPLETED AND SIGNED AT THE TIME OF SUBMITTAL**

Property Owner Name \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

Property Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

**(All Applications must be signed by the property owner or the application will not be processed)**

Applicant/Permittee Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Name of Firm \_\_\_\_\_

(If Applicable)

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

Applicant/Permittee Signature \_\_\_\_\_ Date \_\_\_\_\_

**Note: If applicant is not the owner of the premises, the owner's signature or separate written permission authorizing Applicant/Permittee to sign on behalf of the owner, must be affixed to this application. The signature of the applicant and owner (or written permission of the owner) certifies that permission is granted by the owner to all authorized City personnel to enter the premises for the purpose of review of this application.**

**APPLICATION FOR PLANNED UNIT DEVELOPMENT (PUD) ZONING MAP AMENDMENT**

Pursuant to Chapter 39 of the Dickinson Municipal Code, the undersigned hereby applies for a:  \* Map - Change of Zone From: \_\_\_\_\_ To: PUD

**(\* All rezoning petitions for unplatted (metes and bounds legal description) must be accompanied by a preliminary plat application – See Dickinson Municipal Code, Section 39.06.011)**

Total Square Footage or Acreage of Subject Property: \_\_\_\_\_ Property is located within the following Overlay District as described in

Zoning Code Ordinance Article 39.05 (Use N/A if not applicable) \_\_\_\_\_

Will this application require any other action to complete the development?  Yes  No

If YES, please identify the type of application:

- Future Land Use Map Change to Comprehensive Plan  Comprehensive Plan Text Change  Urban Service Area Boundary Change  Sign Permit  
 Variance  Zoning Ordinance Text Amendment  Annexation  Development Agreement  Other

Legal Description: Final Platted Lots; Lots(s) \_\_\_\_\_, Blocks(s) \_\_\_\_\_; PUD



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\_\_\_\_\_ Addition \_\_\_\_\_ 1/4 Section \_\_\_\_\_ T \_\_\_\_\_ N R \_\_\_\_\_ E

Project Address/General Location \_\_\_\_\_

**PUD SUBMITTAL REQUIREMENTS**

**NOTE: INCOMPLETE APPLICATIONS OR APPLICATIONS RECEIVED AFTER THE POSTED SUBMITTAL DATE WILL DELAY PLACING THE REQUEST ON THE PLANNING AND ZONING COMMISSION AGENDA**

**ALL OF THE FOLLOWING ITEMS SHALL BE SUBMITTED WITH THE APPLICATION**

The following will be discussed at preapplication meeting with staff

- Completed Planning Department Development Checklist with all required agency responses
- Digital copy of all submitted materials (flashdrive/disc)
- Purpose statement including an explanation and justification for approving the map change
- Legal Description of property
- Attach metes and bounds description if property has not been final platted.
- Concept Master Plan
- Copy of the recorded deed of the subject property
- Scaled map of the property showing boundaries, current and proposed zoning, and adjacent zoning
- Proposed site plans
- Applicable Fees

**ADDITIONAL PUD SUBMITTAL REQUIREMENTS AS REQUIRED BY ARTICLE 39.05 OF THE ZONING CODE**

- A site plan showing:
  - Contours at intervals of two feet
  - General location, size and use of all proposed structures in conformance with the yard requirements
  - All points of ingress and egress, driveways, circulation aisles, parking lots, parking spaces and service areas
  - All streets adjoining subject property and the width of the existing right-of-way
  - Areas set aside for common open space with the type of recreational facilities planned for each area indicated
  - Designation of individual parcels if the proposed development is to be set up on separate construction phases
  - Location of required screening
  - Location of natural features such as ponds, tree clusters and rock outcropping
- A written description of the following items when said items are applicable:
  - Net area in square feet or acres. Net area does not include land dedicated or necessary to be dedicated for public streets right-of-way. If more than one parcel is proposed, designate net area parcel as well as total net area
  - Density in dwelling units per acre or a total number of dwelling units for the entire plan
  - Percentage of building coverage
  - The percentage of the development that will provide common open space
  - A statement that recreational facilities shall be constructed pursuant to the required timeline
  - If more than one phase is proposed, a statement relating to the sequence and planned timeline of development
  - Required and provided number of off-street parking spaces
  - Gross floor area proposed in square feet
  - Adequate drawings describing the manner for the disposition of sanitary waste and stormwater
  - The full legal description of the boundaries of the property or properties to be included in the PUD
  - A vicinity map showing the general arrangement of streets within an area of 1,000 feet from the boundaries of the proposed PUD
  - A description, rendering or drawing of the general characteristics of the proposed buildings



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- Evidence that the applicant has sufficient control over the project boundaries to effectuate the proposed plan, including a statement of all the ownership and beneficial interests in the tract of land and the proposed development
- A statement describing provisions to be made for the care and maintenance for open space or recreational facilities. If it is proposed that such open space be owned and or maintained by any entity other than a governmental authority, copies of the proposed Articles of Incorporation and bylaws of such entity shall be submitted
- Copies of any restrictive covenants that are to be recorded with respect to property included in the PUD
- Traffic study, if requested by City Engineer
- Drainage study, if requested by City Engineer
- Sanitary sewer impact statement, if requested by City Engineer
- Water service demand statement, if requested by City Engineer
- Grading plan, if requested by City Engineer
- Landscape plan/street tree/lighting plan
- Written statement by the applicant shall be submitted setting forth the reasons why the PUD would be in the public interest and would be consistent with the Comprehensive Plan and this Code
  - Does the plan propose any new streets or roadways to access any lot?  Yes  No
  - Does each lot abut a public or private street?  Yes  No
  - Is all of the land in the application located within the corporate limits of the City of Dickinson?  Yes  No
  - Does the Applicant own or intend to purchase surrounding land?  Yes  No

If YES, please attach description of the property.

Office Use Only	
Date of preapplication Meeting: _____	<input type="checkbox"/> Application Complete: <input type="checkbox"/> YES <input type="checkbox"/> NO _____
P&Z Hearing: _____	Required Fee: \$ _____ Receipt # _____ Paid by: <input type="checkbox"/> Cash <input type="checkbox"/> Check# _____ <input type="checkbox"/> Card
Project Name: _____	PRO # _____