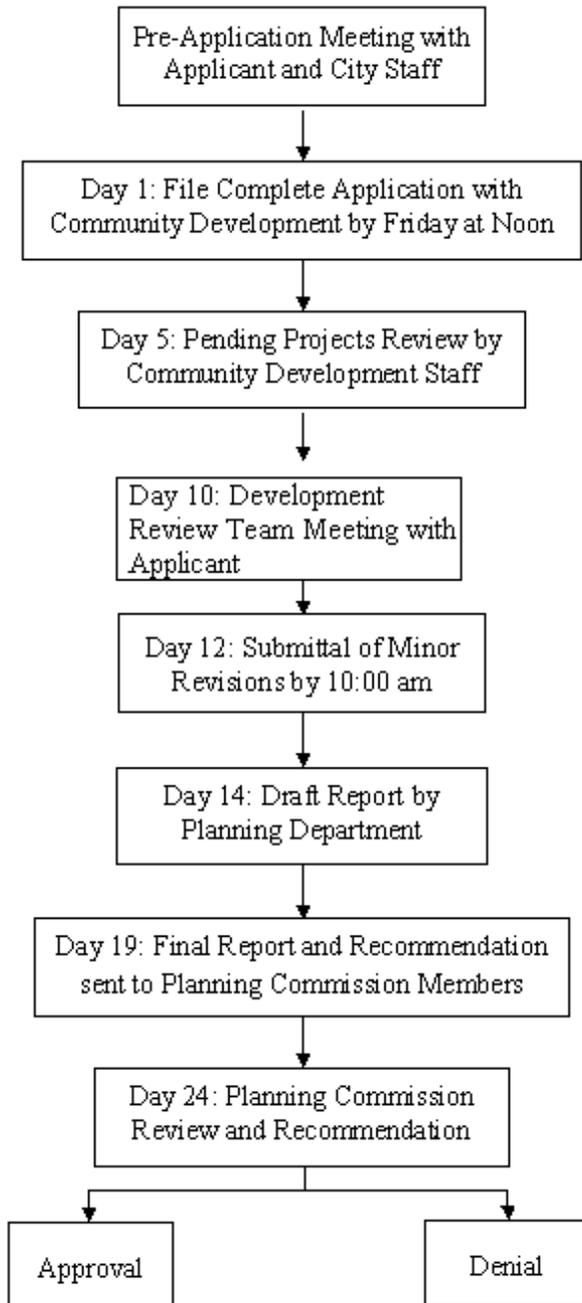


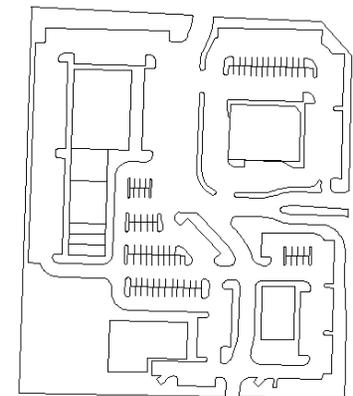
Application Process Flowchart



Please be advised that this brochure is only a guide and may not answer every question. For more information, contact the City of Blue Springs Community Development Department by phone at 816-228-0207, or by mail at: **City of Blue Springs
Community Development Dept.
903 NW Main Street
Blue Springs, MO 64015**

PUD: Planned Unit Development Final Plan

Guidelines for Development in Blue Springs, Missouri



Visit us at www.bluespringsgov.com

Purpose and Intent of a PUD

Development that is based on a comprehensive design plan that addresses the entire complex of land, structures, and uses on a site as a single project rather than the lot-by-lot approach taken by typical platting. The design plan for a PUD functions as a substitute for the property development regulations of the underlying zoning district. A PUD may allow for increases in density and altered setback requirements.

PUD Process

The PUD process involves review of a concept plan, followed by a final plan. The PUD Concept Plan is subject to review and approval by both the Planning Commission and City Council; whereas, the PUD Final Plan is reviewed only by the Planning Commission. The process for PUD Final Plan Review generally consists of the following steps:

1. Pre-Application Conference with Community Development staff.
2. Final Plan Application Submittal.
3. Review and Report by Staff.
4. Review and Action - Planning Commission.

Pre-Application Conference

Prior to submittal of an application, applicants are required to schedule a meeting with city Planning and Engineering staff to review the proposed PUD Final Plan. Contact the Community Development Department at 228-0207 for scheduling. Useful information for the meeting includes:

- A survey or legal description of the property, property boundaries, access,

contours, existing structures, trees and other natural features,

- Information regarding the surrounding area, including zoning, land uses, and architectural types, and
- Layout, architectural style, and amenities of the proposed development.

PUD Final Plan Submittal

A PUD Final Plan application, checklist, fee schedule, and a schedule of the Planning Commission meeting dates/deadlines can be obtained from the Community Development Department. A complete application, filing fee and checklist shall be submitted to the Director of Community Development **no later than noon** of the Friday deadline date, 24 days prior to the Planning Commission meeting. Late applications will be scheduled for the next available meeting. All information listed on the application and checklist must be submitted for the application to be complete. Incomplete applications will not be scheduled and materials will be returned to the applicant.

Review and Report—

Director of Community Development

The Director of Community Development will prepare a staff report that reviews the PUD Final Plan application in light of the approved PUD Concept Plan and PUD zoning standards of Section 407.110 of the UDC. Staff comments are also based on discussions with Engineering, Fire, Police, and other applicable agencies.

Review and Action by the Planning Commission

The Planning Commission reviews the PUD Final Plan application at a regularly scheduled meeting. The PUD Final plan shall be deemed in substantial compliance with the approved Concept Plan so long as it does not result in:

1. An increase in project density or intensity, including the number of housing units per acre or the amount of non-residential floor area per acre;
2. A change in the mix of housing types or the amount of land area devoted to non-residential uses;
3. A reduction in the amount of open space;
4. Any change to the vehicular system which result in a significant change in the amount or location of streets, common parking areas, and access to the PUD;
5. Any change within fifty feet of a Two-Family or less intensive zoning district;
6. Any change determined by the Planning Commission to represent an increase in development intensity;
7. A change in use categories; or
8. A substantial change in the layout of buildings.

The Planning Commission may approve, approve with modifications, or deny the Final Plan application.