

City of Ottawa Community Development Department

101 S. Hickory, P.O. Box 60
Ottawa, KS 66067
(785) 229-3620 Fax (785) 229-3625
www.ottawaks.gov

Final PUD Checklist for Developer & Application

Date: _____

Name of Subdivision: _____

Make sure the final PUD meets the following criteria:

1. After approval of a preliminary plan by the Governing Body, the applicant shall submit an application for final approval. The application may include the entire planned unit development or may be for a section thereof. The application shall include the number of copies et by the City's copy schedule of such drawings, specifications, easements, conditions as set forth in the approval of the preliminary plan and with requirements of this article.
2. A plan submitted for final approval shall be deemed to be in substantial compliance with the approved preliminary plan, provided any modification of the plan does not:
 - a. Vary the proposed gross residential density or intensity of use by more than five percent (5%) or involve a reduction in the area set aside for common open space, nor the substantial relocation of such area; or
 - b. Increase by more than ten percent (10%) the floor area proposed for any building; or
 - c. Increase by more than five percent (5%) the height of the proposed building; or
 - d. Substantially change the design of the plan so as to significantly alter the approved preliminary plan, as determined by the Planning Commission, including such items as pedestrian or vehicular traffic flow or different land uses.
3. A public hearing need not be held for approval of a final plan if it is in substantial compliance with the approved preliminary plan, and a public hearing need not be held to consider modifications of water, stormwater, sanitary sewers or other utilities. The Planning Commission shall forward its recommendation to the Governing Body for its final approval.
4. In the event the final plan contains substantial changes from the approved preliminary development plan, the applicant shall resubmit an amended preliminary plan which shall be considered in the same manner prescribed in the article for original approval.
5. Has plat been addressed?
6. Mylar submitted, 1 copy with all applicable signature.

7. How has installation of the following improvements been guaranteed?

	Construction	Bond	Petition
Streets	_____	_____	_____
Water	_____	_____	_____
Sewer	_____	_____	_____
Sidewalks	_____	_____	_____
Others, as required	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

8. Number of copies to submit.

Submittals	Number of Copies
1 st	10 – 24 X 36 and 1 electronic
2 nd	10 – 24 X 36
Final	6 – 24 X 36 and 1 electronic

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PUD Application

Date submitted: _____ Fee: **\$200.00** **Date Received:** _____

Type of Plat: Final [] PUD [] Minor []

Name of Subdivision: _____

Subdivision Location: _____

Total Acreage: _____ Zoning: _____ Number of Lots: _____

Name of Owner/Applicant: _____

Mailing Address: _____

Phone: _____ E-Mail: _____

Name of Surveyor: _____

Mailing Address: _____

Phone: _____ E-Mail: _____

Name of Engineer: _____

Mailing Address: _____

Phone: _____ E-Mail: _____

Contact Person: _____

Mailing Address: _____

Phone: _____ E-Mail: _____

The Owner/Applicant hereby declares that all information submitted is true to the best of his/her/their knowledge and acknowledge receipt of the Final PUD Procedures and Application from the Community Development Department office or City's Web Site.

The owner/applicant realize that ALL items must be completed and submitted with the application. Incomplete applications will not be processed until all items have been received.

Applicant/Owner:

Authorized Agent:

Signature

Signature

Print Name

Print Name

Signature

Print Name