

APPLICATION FOR PUD MINOR AMENDMENT

DETERMINATION OF MINOR AMENDMENTS. In reaching a determination as to whether a change is minor and may be approved by the City Planner or is a major modification requiring Planning Commission review and recommendation and Council approval, the following criteria shall be used:

1. Any increase in intensity of use is a major amendment.
2. Any increase in total usable floor area, the total number of dwelling or lodging units, or the amount of outdoor area devoted to a use is a major amendment.
3. Any change that necessitates an increase of 10 percent or more in the number of parking spaces required is a major amendment.
4. Any structural alteration that significantly affects the basic size, form, style, and location of a building, particularly in relation to sensitive uses, is a major amendment.
5. Any reduction in the amount of open space or buffer yard, or any change in the location or characteristics of open space that, in judgment of the City Planner, diminishes their value added to the PUD is a major amendment.
6. Any change in use from one use group to another is a major amendment; and
7. Any proposed amendment of an approved PUD Development Plan for which the final plat has been approved, released and recorded shall be deemed a Major PUD Amendment.

REVIEW CRITERIA The review criteria for any Minor PUD Amendment shall be the same as that used in the original review and approval of the PUD. The City is not obligated to amend the PUD but may consider an amendment if the original spirit and intent of the PUD is not adversely affected.

AMENDMENTS TO AN APPROVED PUD When a PUD has completed the entire zoning and platting processes and is recorded, the amendment process will typically require a revised FDP and an amended Final Plat, provided that the spirit and intent of the revised PUD is similar to the original PUD.

I, the undersigned applicant, certify information contained within this application is true and correct.

APPLICANT SIGNATURE: _____ DATE: _____

PROPERTY OWNER SIGNATURE: _____ DATE: _____

THE CITY OF GLENPOOL PLANNING COMMISSION MEETS AT 6:00 PM ON THE 2ND (SECOND) MONDAY OF EVERY MONTH, BE SURE TO CHECK THE OFFICIAL MEETING CALENDAR TO CONFIRM (MEETINGS ARE SOMETIMES SHIFTED TO ACCOMMODATE CITY RECOGNIZED HOLIDAYS).

MEETINGS ARE HELD AT THE GLENPOOL CITY HALL, COUNCIL CHAMBERS ON THE 3RD FLOOR, 12205 S. YUKON AVENUE, GLENPOOL, OK 74033

FOR ADDITIONAL INFORMATION, PLEASE CALL THE CITY OF GLENPOOL COMMUNITY DEVELOPMENT DEPARTMENT AT 918-209-4610 OR VISIT THE CITY'S WEBSITE:



APPLICATION FOR PUD MINOR AMENDMENT SUBMITTAL CHECKLIST

ITEM NO.	APPLICANT INITIAL	COG INITIAL	SUBMITTAL MATERIALS
1			COMPLETED APPLICATION
2			PROCESSING FEE (\$250)
3			REVISED <input type="checkbox"/> FINAL DEVELOPMENT PLAN (FDP)
4			REVISED <input type="checkbox"/> SITE PLAN IF APPLICABLE
5			APPLICANT PROPOSING TO AMEND AN APPROVED FDP SHALL FILE AN APPLICATION AND PLANS THAT CLEARLY DEPICT THE AREAS TO BE AMENDED, BOTH AS THEY WERE ORIGINALLY APPROVED AND AS THEY ARE PROPOSED TO BE REVISED. SEE PAGE 4 FOR SUBMITTAL REQUIREMENTS
6			IF PROPERTY IS NOT PLATTED, ATTACH LEGAL DESCRIPTION (8.5 X 11 AND ELECTRONIC: WORD.DOC OR PDF)

A. APPLICANT

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE: _____ EMAIL: _____

B. PROPERTY OWNER

SAME AS APPLICANT: YES: _____ NO: _____

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE: _____ EMAIL: _____

C. SITE INFORMATION

PUD NO.: _____ PRESENT USE: _____

COMPREHENSIVE PLAN DESIGNATION: _____

PARCEL NO. _____ PARCEL NO. _____

PARCEL NO. _____ PARCEL NO. _____

D. MINOR AMENDMENT | RATIONALE FOR THE REVISION SHALL BE PROVIDED

WHY IS THE REVISION BEING PROPOSED?

PROCEDURES FOR A MINOR AMENDMENT TO A DEVELOPMENT PLAN FOR A PUD

Applications for a Minor Amendment to a Development Plan for a PUD may be subject to TAC review and are processed in accordance with all procedures for Administrative Site Plan reviews. Minor Amendments that are approved shall be clearly notated in the official project file as to the nature of the amendment and the date of approval. The overall Development Plan governing the PUD shall be amended to show the amendment and shall clearly notate the changes that were approved.

1. REVISED FINAL DEVELOPMENT PLAN (FDP) FOR A PUD.

The purpose of an FDP is to finalize the approval of the PUD and provide documentation for the recordation of a Final Plat(s) to be submitted to complete the development of the PUD.

SUBMITTAL REQUIREMENTS. An FDP application shall include the following additional information:

1. All materials and information required for a Final Plat.
2. A list of all conditions of approval of the Preliminary Development Plan (PDP) and a statement of how each condition was addressed on the FDP.
3. All of the items required for a site plan as set out in Appendix A, Site Plan Submittal Requirements, and the following information pertinent to the PUD:
 - a. The approved specific density, including the specific densities assigned to individual phases in a phased PUD.
 - b. Required setbacks along all street frontages and any build-to lines or other special building setback or spacing provisions within the interior of the development.
 - c. A list of all approved and specifically excluded uses, including the areas in which such uses are allowed or excluded. All uses shall be classified as provided in this Title, or, if alternative classifications are used, they shall be defined and justified.
 - d. A final narrative describing all aspects of the final PUD, to be incorporated by reference, along with the FDP, into the ordinance establishing the PUD district.
 - e. Proposed building footprints, or envelopes, for all buildings and major structures, excluding single-family dwellings
 - f. Sidewalks, pedestrian ways, trails, and associated structures.
 - g. Drainage facilities and stormwater best management practice improvements.
 - h. Open space and other amenities.
 - i. Major utility locations and easements.
 - j. All other improvements that reflect significant aspects of the approval of the PUD.
 - k. A development schedule for all private and commonly owned site improvements, including, but not limited to, circulation networks, curbs and gutters, signage and street and trail lighting.

EFFECT OF APPROVAL.

1. Upon approval of the FDP, a Final Plat and all related agreements shall be executed and shall be recorded by the County Clerk of Tulsa County.
2. Applications involving site plans, Zoning Clearance Permits, and building permits, consistent with the FDP, may then be filed, approved, and permits issued to implement the FDP.
3. Any property owner association created to administer the common land in the PUD shall be incorporated.