



**Planned Unit Development  
Rezoning/Concept Plan Application Form**

City of Monroe  
Planning Department  
120 E. First Street  
Monroe, MI 48161  
734.243.0700 (P) 734.384.9108 (F)

Receipt Stamp

Application #

**Owner Information**

Name

Address

Telephone

Fax

Email

**Applicant Information**

Name

Address

Telephone

Fax

Email

**Property Description**

Property Address

Located between \_\_\_\_\_ and \_\_\_\_\_ Streets

Legal Description

Property ID#

Existing Zoning

**Project Description**

Proposed Development Description

Site Area



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**PUD Criteria**

The applicant must demonstrate each of the following criteria for PUD's stated in Section 1266.03 of the Planning & Zoning Code.

1. The subject site is under the control of one owner or group of owners and shall be capable of being planned and developed as one integral unit.
2. Granting the PUD will result in at least one of the following:
  - o A recognizable and material benefit to the ultimate users of the project and to the community, where such benefit would otherwise be unfeasible or unlikely to be achieved without application of the PUD regulations;
  - o Long-term protection and preservation of natural resources and natural features of a significant quantity;
  - o Long-term protection of historic structures or significant architecture worth of historic preservation;
  - o The PUD will provide a complementary mixture of uses or housing types within a unique, high-quality design, that could not occur without the use of the PUD option; or
  - o A non-conforming use shall, to a material extent, be rendered more conforming or less offensive, to the zoning district in which it is situated.
3. The proposed type and density shall not result in an unreasonable burden upon public services, facilities, roads, and utilities.
4. There shall not be any unreasonable negative environmental impacts, economic impacts, or loss of historical structures resulting from this development.
5. The location, size, density and character must be in harmony with the zoning district in which it is situated, and not detrimental to adjoining zoning districts.
6. The proposed development shall be consistent with the Comprehensive Plan.
7. The proposed PUD shall be harmonious with the public health, safety and welfare of the City.
8. The proposed PUD is not an attempt by the applicant to circumvent the strict application of zoning standards.

**PUD Standards**

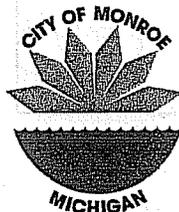
1. All residential uses may be permitted with the following minimum lot sizes per unit, based upon a discretionary twenty-five (25) percent density credit from the zoning district in which the property is situated immediately prior to PUD classification. In the event the property is already zoned PUD, density shall be allowed at the discretion of the Citizens Planning Commission and City Council, based on the Comprehensive Plan and surrounding land use densities and character. Land area under water, public road rights-of-way and private road easements shall not be included in the gross density calculation.

Minimum Lot Sizes per Unit

R-1A	6,800 sq. ft.	R-1B	5,400 sq. ft.	R-1C	4,500 sq. ft.	R-2	5,400 sq. ft.
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Additional density greater than specified above may be allowed at the discretion of the CPC and City Council based upon a demonstration by the applicant of design excellence and conformance to the PUD eligibility standards and conformance with the Comprehensive Plan.

2. The CPC and the City Council may allow a residential PUD in areas having a non-residential base zoning subject to compliance with the Comprehensive Plan or a determination by the CPC and City Council that the proposed development meets the general intent of the PUD eligibility requirements.
3. A PUD incorporating non-residential uses such as commercial, institutional or a mix on non-residential and residential uses may also be allowed subject to compliance with the Comprehensive Plan or a determination by the CPC and City Council that the proposed development meets the general intent of the PUD eligibility requirements.



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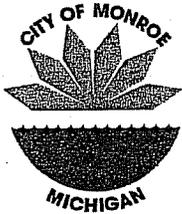
**PUD Design Standards**

Any PUD shall comply with the following project design standards stated in Section 1266.05 of the Planning & Zoning Code.

1. The proposed PUD meets the eligibility criteria of Section 1266.03 of the Planning & Zoning Code;
2. The uses and design of the PUD will be harmonious with the character of the surrounding area in terms of density, intensity of use, size and height of buildings, architecture and other impacts;
3. The following regulations applicable to ordinance standards shall be met:
  - o Setbacks, general provisions and other requirements shall be met in relation to each respective land use in the PUD based upon the zoning districts in which the use is listed. In all cases, the strictest provisions apply.
  - o The number and dimensions of off-street parking shall be sufficient to meet the minimum required of Article 1271 of the Planning & Zoning Code. However, when warranted by overlapping or shared parking arrangements, the CPC or City Council may reduce the required number of parking spaces.
  - o Thoroughfare, drainage and utility designs shall meet or exceed the standards otherwise applicable in connection with each of the respective types of uses served.
  - o Deviations with respect to ordinance regulations may be granted as part of the overall approval of the PUD. The deviations may be considered, provided there are features or elements demonstrated by the applicant and deemed adequate by the City Council and CPC designed into the project plan for the purpose of achieving the objectives of the PUD regulations.

**PUD Conditions**

1. Reasonable conditions may be required before the approval of a PUD, to the extent authorized by law, for the purpose of ensuring the existing public services and facilities affected by a proposed land use activity will be capable of accommodating increased service and facility loads caused by the land use of activity protecting the natural environment and conserving natural resources and energy, ensuring compatibility with adjacent uses of land, and promoting the use of land in a socially and economically desirable manner.
2. Permit conditions may be drafted in writing specifying conditions of approval and use. Conditions may stipulate that the PUD may only be used for selective land uses provided the restraint(s): advance, rather than injure, the interests of adjacent landowners; are a means of harmonizing private interests in land thus benefiting the public interest; are for the purposes of ensuring that the PUD fulfills the purposes and intent of this Section and thus benefit the public interest; and/or possess a reasonable relationship to the promotion of the public health, safety and welfare. A change of land use from that which was previously approved will render the PUD null and void or will require application for a revised PUD.
3. Conditions imposed shall be designed to protect natural resources and the public health, safety and welfare of individuals in the project and those immediately adjacent, and the community as a whole; are reasonable related to the purposes affected by the PUD; and, necessary to meet the intent and purpose of the PUD Ordinance. All conditions imposed shall be made a part of the written record of the approved planned unit development which shall include a site plan and written PUD permit conditions signed by the City and the applicant.
4. In the event that conditions set forth herein are not complied with, the Zoning Administrator or Enforcing Officer shall have the right to follow enforcement procedures pursuant to Article 1262 of the Planning & Zoning Code. Additional conditions may be imposed by the City Council, or the applicant may be required to submit a new PUD application.



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**Rezoning Procedures**

The intent of a PUD is to permit flexibility in the regulations for development which either includes a mix of land uses or is proposed for a site containing unique natural features which the developer and City desire to preserve. The standards for a PUD are intended to encourage innovative design and create opportunities which may not be obtainable through the standards of the other zoning districts.

The procedure for properties where PUD rezoning and approval is requested by private individuals or groups as stated in Section 1266.06 of the Planning & Zoning Code is as follows:

1. Pre-application conference in order for applicant to obtain guidance that will assist in the preparation of the application and plan;
2. Applicant will conduct an informal neighborhood review to determine the impact of the development;
3. Submittal of the PUD rezoning request, concept plan and draft PUD agreements;
4. Application will be reviewed to determine historical significance;
5. The CPC will review the rezoning request and submitted info; and make a recommendation to City Council;
6. Upon review, City Council will approve, approve with changes/conditions, table or deny the request;
7. If approved by City Council, the rezoning will be in affect for three (3) years.
8. Submittal of final PUD plan to the CPC and City Council.
9. Applicant may present any amendments concerning a proposed use/plan that is not consistent with an approved PUD to the CPC

**Authorization**

*I/We hereby apply for PUD Rezoning/Concept Plan Review in accordance with Section 1266 of the City of Monroe Planning & Zoning Code. The information, plans and materials submitted herewith in support of this application are to the best of my/our knowledge, true and correct.*

*In addition, I/We understand if the City of Monroe Planning Department deems this application and the supplemental materials incomplete, that the plans will be returned with a listing of materials needed in order for the application to be considered complete.*

*I/We further understand that I/We will be charged the appropriate fee for each submittal.*

Owner \_\_\_\_\_ Date \_\_\_\_\_

Applicant \_\_\_\_\_ Date \_\_\_\_\_

**Fees**

Pre-Application Meeting	\$ 200.00
Concept Plan Review	\$1,500.00 + \$25/lot
Preliminary Plan Review	\$1,500.00 + \$25/lot
CPC Special Meeting	\$ 400.00

**Department Use Only**

Fee Paid \$ \_\_\_\_\_

Special Meeting Date \_\_\_\_\_

Authorization of Completeness \_\_\_\_\_

\_\_\_\_\_  
 Planning Department Staff

**Required Number of Copies**

- 6 Folded Copies Required for Administrative Review
- 27 Folded Copies Required for CPC Review/City Council Review