

**PLANNING COMMISSION**  
**PLANNED DEVELOPMENT APPLICATION – FORM 3**  
**ZONING MAP AMENDMENT**

Please complete in ink and return to the Planning and Codes Administration Department with required attachments, information, and filing fee. Planned Development Zoning Map Amendment applications require a **filing fee of \$1000**, a current survey of the property, a copy of the deed, a designation of agent if owner is not the applicant, and all required information as required by City code. **Incomplete applications will not be accepted.**

File no.: R - _ - _	PIN: _ - _ - _ - _ - _ - _	Date submitted: / /	Planning Commission meeting date: / /
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OWNER(S) INFORMATION			
Last name:	First:	Middle:	Interest <input type="checkbox"/> Sole owner <input type="checkbox"/> Co-owner
Mailing address:	City:	State:	ZIP Code:
Daytime phone no.: (    )	Fax no.: (    )	E-mail:	

APPLICANT INFORMATION			
<i>To be completed only if Owner is not Applicant:</i>			
Applicant's last name:	First:	Middle:	
Mailing address:	City:	State:	ZIP Code:
Daytime phone no.: (    )	Fax no.: (    )	E-mail:	

PROPERTY INFORMATION			
Property address:	Property dimensions:	Property area: _____ acres	Current zoning district: _____

DESIGNATION OF AGENT		
<i>To be completed by Owner(s) only if Owner is not Applicant. All owners must sign.</i>		
I (we) hereby appoint the person named as Applicant as my (our) agent to represent me (us) in this request for a planned development rezoning. By signing below, I (we) understand that the planned development application consists of three (3) separate forms and my (our) agent may represent me (us) in all three phases of the application process. I (we) certify that all information in this request is correct.		
_____	_____	_____
<i>Owner name</i>	<i>Owner signature</i>	<i>Date</i>
_____	_____	_____
<i>Owner name</i>	<i>Owner signature</i>	<i>Date</i>
<i>To be completed by Applicant:</i>		
I certify that the information in this request is correct.		
_____	_____	_____
<i>Applicant name</i>	<i>Applicant signature</i>	<i>Date</i>



**REQUIRED INFORMATION**

*For the purpose of processing and coordination of this application, the following person is my (our) designated contact person:*

**CONTACT PERSON**

Last name:		First:		Name of firm, if applicable:	
Mailing address:		City:		State:	ZIP Code:
Daytime phone no.: (    )		Fax no.: (    )		E-mail:	

**PROJECT DEVELOPER**

Last name:		First:		Name of firm:	
Mailing address:		City:		State:	ZIP Code:
Daytime phone no.: (    )		Fax no.: (    )		E-mail:	

**PROJECT ARCHITECT**

Last name:		First:		Name of firm:	
Mailing address:		City:		State:	ZIP Code:
Daytime phone no.: (    )		Fax no.: (    )		E-mail:	

**PROJECT ENGINEER**

Last name:		First:		Name of firm:	
Mailing address:		City:		State:	ZIP Code:
Daytime phone no.: (    )		Fax no.: (    )		E-mail:	

## REQUIRED INFORMATION

See Section 19-314. PD, Planned development district (d) Application and review procedures of the Clemson Zoning Ordinance for the procedures that apply to establishment of a PD district.

Please provide all of the following as **hard copies and on a CD**:

- 1. Development plan required:** A site development plan, along with a preliminary plat or regulating plan, is a required attachment to the application for PD amendment. The site development plan and supporting maps shall indicate:
  - a. Proposed uses of all land areas;
  - b. Height of buildings and structures;
  - c. Existing and proposed utility systems;
  - d. Locations, sizes, dimensions, and materials of any structures, streets and alleys, public and private;
  - e. Locations, sizes, and types of all existing and proposed rights-of-way and easements;
  - f. Locations, sizes, dimensions, and materials of all driveways, parking, and loading areas
  - g. Locations, sizes, dimensions, and materials of all pedestrian, bicycle, or public transit facilities;
  - h. Points of access to public or private external or internal streets;
  - i. Location, size(s), height(s), illustration(s), and orientation(s) of all signs and lighting;
  - j. Contour elevations at 2-foot or 5-foot intervals, before and after development;
  - k. Development phases and timetables for initiation and completion;
  - l. Density;
  - m. Occupancy;
  - n. Structure elevations;
  - o. Representative line of sight perspectives from surrounding parcels and rights-of-way;
  - p. Open space;
  - q. Impervious surface locations and overall ratio;
  - r. Soil analysis;
  - s. On-site drainage;
  - t. Dumpster locations;
  - u. Bufferyard and landscaped areas;
  - v. Any covenants, conditions, or other private restrictions related to the parcel(s) or use thereof;
  - w. Evidence that an access permit for proposed use from the street or highway authority having jurisdiction; and
  - x. Other information deemed reasonably necessary for review by the Planning Commission.
  
- 2. Descriptive statement required:** A descriptive statement is a required attachment to the application for PD amendment. The descriptive statement shall indicate the objectives, characteristics and standards to be used for development of the site, and shall include at least the following items:
  - a. Legal description of site boundaries, and total area of the site;
  - b. Description of open space locations, uses and proposed dedications for public use, including timing for dedications;
  - c. Ownership and maintenance of streets, and proposed dedication to the public;
  - d. Statement of impact on public facilities, including water, sewage collection and treatment, schools, roads, solid waste disposal, fire protection, and written verification from providers that facilities and services adequate to serve the development are available;
  - e. Statement of how the site will be integrated with transit service, if available, as well as non-motorized modes of transportation;
  - f. Details of association or organization involved in ownership and maintenance of development, including procedures and methods of operation;
  - g. Design standards, procedures and methods demonstrating that development will result in an integrated use district, functional and compatible with the area;
  - h. Proposed restrictive covenants to be recorded to ensure future compliance with the standards in the plan; and
  - i. Such other information as may be appropriate for planning commission review.
  
- 3. Proposed ordinance required:**
  - a. An ordinance amendment which will follow the required format shall be submitted for staff and Planning Commission review. The proposed ordinance shall include, prescriptive district regulations specific to the PD.
  - b. All site plans, landscape plans, elevations, surveys, plats, and other information as may be appropriate for Planning Commission review shall be incorporated in the proposed ordinance as attachments.
  - c. For proposed PD's involving more than one phase and submission of a regulating plan for concurrent review by the Planning Commission, general illustrative renderings may substitute for specific elevations.