



# Planned Development Overlay District Application

**Staff Use Only**  
Application Number: \_\_\_\_\_

Received By: \_\_\_\_\_

Date: \_\_\_\_\_

Fees Paid: \$ \_\_\_\_\_

Complete: Y N

*The PD overlay may only be applied to previously zoned land and should only be considered for projects that propose innovative, high quality development of larger parcels of land. An overlay district permits greater flexibility in the application of zoning and development standards and greater freedom in the mix of land uses allowed in a project. General requirements and review criteria for the PD overlay district are detailed in the Craig Land Use Code 16.03.040. PD approval is subject to expiration if construction of private improvements does not commence within 3 years of the approval.*

## REQUIRED FOR PLANNED DEVELOPMENT REQUESTS

*Complete sets of these documents are required at the time of application. The required quantities are shown next to each item. Originals must be signed in blue ink.*

- |   | <b>Staff use<br/>only</b> |
|---|---------------------------|
| 1. Application fee of \$500.00 plus \$20.00 per acre.   | Y N                       |
| 2. Completed <b>Land Use Application</b> form attached (marked for planned development overlay). <b>(1 copy)</b>  | Y N                       |
| 3. Title commitment (dated within 30 days of delivery to City), current proof of ownership or owner's consent to PD overlay application. <b>(1 copy)</b>  | Y N                       |
| 4. Written description including: <b>(1 copy)</b>   | Y N                       |
| <ul style="list-style-type: none"> <li>▪ All proposed zoning exceptions</li> <li>▪ Identification of underlying zone district(s) and details of any proposed zone changes</li> <li>▪ Permitted and/or conditional uses</li> <li>▪ Identification of benefits provided by the PD Overlay that offset requested modifications</li> <li>▪ Explanation of how proposed PD will be compatible with adjacent neighborhoods</li> </ul>   |                           |
| 5. Map (sized 24" x 36") wide showing a graphic/written representation of: <b>(1 copy)</b>  | Y N                       |
| <ul style="list-style-type: none"> <li>▪ All principal, conditional and accessory uses within each land use category with the PD (i.e. single family, multi-family, commercial, etc.)</li> <li>▪ Standards for principal, conditional and accessory uses within each land use category including: minimum lot area, maximum lot coverage, maximum floor area ratio, maximum building height, parking requirements and other information as requested by the City</li> <li>▪ Proposed phasing for the development</li> </ul> |                           |

**Please note:** A PD application will generally require both a subdivision and zoning review process. Applicants should contact the City for further information regarding the subdivision and zoning approval process.



**Staff Use Only**

Application Number: \_\_\_\_\_

Received By: \_\_\_\_\_

Date: \_\_\_\_\_

# LAND USE APPLICATION

- 1. This is the master land use form for the City of Craig. Please use to apply for:**  
(please circle one of the following as appropriate)

Administrative Subdivision  
Major Subdivision **1 2 3**  
Planned Development Overlay  
Sign Permit  
Temporary Use

Annexation  
Variance or Appeal  
Minor Subdivision  
Rezoning  
Other: \_\_\_\_\_

Conditional Use  
Waiver  
RV Park  
Site Plan

- 2. Project Name:** \_\_\_\_\_  
please print or type legibly

- 3. Contact information:** (a list of additional contacts may be attached)

Owner Name: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

E-mail: \_\_\_\_\_

- 4. Property Description:**

Address or Location: \_\_\_\_\_

Existing Zoning: \_\_\_\_\_ Existing Use: \_\_\_\_\_

Proposed Zoning: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

- 5. Purpose:** (describe intent of this application in 1-2 sentences)

\_\_\_\_\_  
\_\_\_\_\_

- 6. Certification:** (must be signed in blue ink)

*I certify that I am the lawful owner of the parcel(s) of land affected by this application and hereby consent to this action.*

Owner: \_\_\_\_\_ Date: \_\_\_\_\_ **AND**

*I certify that the information and attachments I have submitted are true and correct to the best of my knowledge. In filing this application, I am acting with the knowledge and consent of the property owner(s). I understand that all materials and fees required by the City of Craig must be submitted prior to processing of this application.*

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