



PLANNING & DEVELOPMENT SERVICES  
PO Box 4169, 911 North Seventh Avenue  
Pocatello, Idaho 83205  
(208)234-6184 FAX (208)234-6586

**APPLICATION FOR PLANNED UNIT DEVELOPMENT MINOR AMENDMENT**

Filing Fee: \$26.00  
Date: \_\_\_\_\_

Receipt #: \_\_\_\_\_

**Applicant:**

**Representative:**

\_\_\_\_\_  
Name/Firm

\_\_\_\_\_  
Name/Firm

\_\_\_\_\_  
Mailing address

\_\_\_\_\_  
Mailing address

\_\_\_\_\_  
Phone (work/cell/home)

\_\_\_\_\_  
Phone (work/cell/home)

**Project Information:**

File Name from Original Application: \_\_\_\_\_

Zoning Designation(s): \_\_\_\_\_ Comprehensive Plan Map Land Use Designation(s): \_\_\_\_\_

Site Location: \_\_\_\_\_

Legal Description (attach documentation—see C, below): \_\_\_\_\_

**THE FOLLOWING INFORMATION MUST ACCOMPANY EACH APPLICATION TO BE COMPLETE**

*Complete applications for a planned unit development permit must be submitted to the Planning and Development Services Department by the established deadlines with the requested information.*

- A. All necessary filing fees and other specified plans and descriptions must be paid and/or filed accompanying your application.
- B. A title report, property deed, or other legal documentation of ownership of the site in question, whether freehold, option, or lease.
- C. The complete and accurate legal description for the subject property shall be submitted. This can be obtained from the Bannock County Assessor by requesting a copy of the controlling document for the subject site or address. A copy of this document shall be submitted with this application.
- E. A narrative that describes in detail the proposed changes to the planned unit development and specifically addresses the standards for what constitutes a minor amendment found in Municipal Code 17.02.150.F.2 and also the development standards for PUDs found in 17.02.150 and how the proposed development is consistent with the goals and objectives of the City's Comprehensive Plan, with particular attention to the environment in which it is to be placed.
- F. Revised site plan, drawn to scale (no greater than one [1] inch equals fifty [50] feet), and an 8 1/2" x 11' reduction which contains the following information:
  - 1. Location of all proposed land uses including the number of dwelling units and/or the number and type of non-residential buildings and square footage;
  - 2. Proposed setbacks for all structures including accessory buildings;
  - 3. Off-street parking facilities including all parking spaces, loading spaces, circulation areas, and fire access lanes;
  - 4. Location of all retaining walls, sidewalks, and bikeways;

5. Location of all proposed curb cuts, other than for single-family detached units;
  6. Proposed lighting (if other than standard city lighting) as well as the location, height, and size of proposed signage;
  7. Location of all common areas, proposed recreation areas, and designated open space;
  8. Location of all proposed lot lines;
  9. Information of immediately adjacent property, including zoning and street names;
  10. Proposed traffic circulation patterns;
  11. Utility system layout including location and type of proposed water transmission & sewage transmission, and disposal systems as well as dumpster locations along with any necessary utility, drainage, or access easements;
  12. Name, location, width, and proposed improvements of public and private streets;
  13. Topography at a maximum of five (5) foot contour intervals with special identification of those areas with slopes which are greater than two to one;
  14. Storm water calculations and layout of the storm water system.
- G. Revised landscape plan which contains the following information:
1. Plant massing (location and general type of trees, shrubs, sodded or seeded areas, streams, ponds, and berms);
  2. Calculations of square footage of landscaped areas and total numbers of trees.
- H. Building plans to include building elevations stating proposed building heights, and, at a minimum, a statement regarding type and color of building materials with emphasis on architectural design and aesthetic value. Color renderings of building materials and colors are strongly recommended.
- I. Maintenance and ownership agreements for common open space, structures, and facilities, private streets, drainage, and utility easements.
- J. If the P.U.D. is to be developed in phases, a development schedule and an 8 ½" x 11" map indicating the "phase locations" indicating the proposed sequence of development phases and individual landscaping plans for each phase must be submitted.
- K. Any other information requested by P&DS staff deemed pertinent to the review of the PUD amendments.
- L. If a representative will be submitting the application, an affidavit, power of attorney, or other document evidencing the right of the representative to appear and submit items on behalf of the property owner.

**The approval of this application does not permit the violation of any federal or state codes, any section of the Building Code, or other Pocatello Municipal Codes as adopted. Approval of this land use permit does not exempt applicant from the provisions of the federal Fair Housing Act or ADA requirements. Further, other conditions, requirements, etc. may be imposed as part of the building permit process.**

**This application shall not be considered complete (nor will a hearing be scheduled) until all required information has been submitted and verified.**

**I hereby acknowledge that I have read this application and state that the above information, including all submitted materials, is correct and I agree to the above terms and conditions. I further agree to abide by any and all conditions the City Council may impose on my use of this site. I also understand that non-conformance with these conditions in a timely manner will result in automatic forfeiture of my permit. I am also aware that the applicant or a representative must be present at the public hearing and that the decision on this request will be recorded in the official records of Bannock County.**

Upon approval of a P.U.D. amendment, should it be necessary, the applicant will follow the final plan procedures as required in the City's Subdivision Code. In addition to verifying the accuracy of the materials submitted with this application, the signature below further signifies the applicant's understanding that a planned unit development must remain in "one ownership or under singular management control through the entire planning and development stage to ensure that the development can be accomplished as planned." (MC 17.02.150)

Signature of Applicant: \_\_\_\_\_