

## Partners in Planning the Future

The staff of the Planning Department would be happy to assist you in the preparation of the documents necessary to request approval of a PUD. For better service, please call us at 769-2240 during office hours to schedule an appointment so that we can give your project the attention it deserves:



## Planning Department Services

The City of Coeur d'Alene's Planning Department is a professionally staffed, full-service comprehensive planning and zoning Division. It administers the Zoning, Parking and Subdivision Regulations, and works with the City Council and the Planning Commission to create the long-range land use goals for the city in its Comprehensive Plan. In addition, Planning Staff members review a variety of city permits, such as, building, home occupation, etc., for compliance with applicable regulations.

## Publications Available

From the Planning Department, you can obtain copies of the Zoning, Parking and Subdivision Ordinances and the Comprehensive Plan, as well as accompanying maps for a nominal fee. City maps are also available; fees depend on the size of the map requested.

The Planning Department administers a variety of land use processes in addition to the PUD. Applications for zone changes, special use permits, variances, and subdivisions, are available by calling or visiting the Planning Department during office hours (769-2240, hours 8 to 5, Monday - Friday) or by visiting the web site at [www.cdavid.org/departments/planning/applications/forms](http://www.cdavid.org/departments/planning/applications/forms).

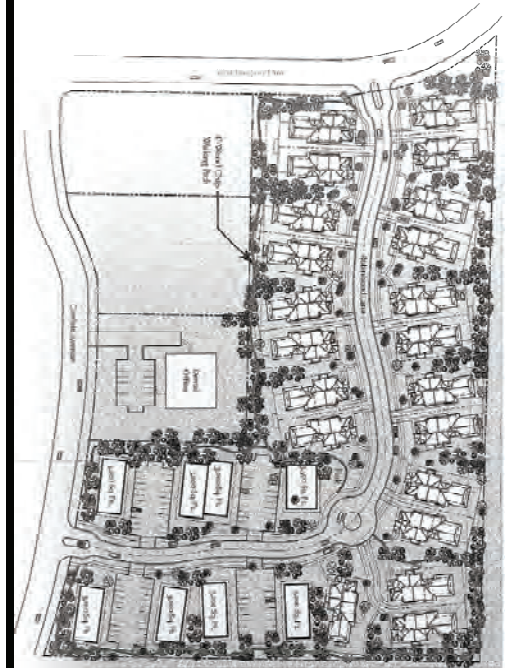


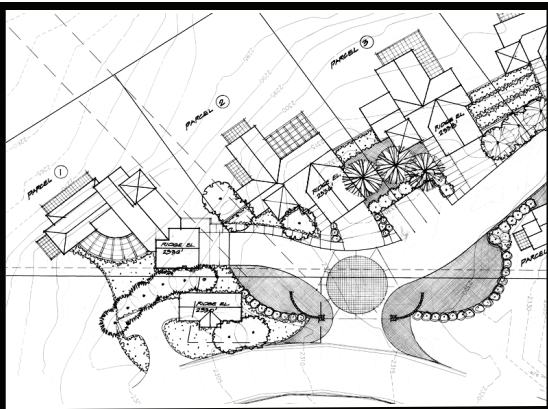
## City of Coeur d'Alene Planning Department

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# A Guide to The Planned Unit Development Process





## What is a Planned Unit Development ?

A Planned Unit Development (PUD) is a design and regulatory tool intended to facilitate the creation of better living environments. It requires at least one public hearing before the Planning Commission. A PUD involves a parcel of land planned as a single unit rather than as an aggregate of individual lots, with design flexibility from traditional siting requirements (such as minimum setbacks and height restrictions), land use restrictions, and even building types (multi-family where only single-family is allowed). A mix of land uses is also encouraged within the PUD. PUDs typically have a variety of housing types, with some open space or facilities owned in common and a community association to maintain them, and are developed under a special zoning provision enabling PUDs.

## Two types of PUDs available

In the City of Coeur d'Alene, there are two types of PUDs available: 1) the limited design PUD (LDPUD); and, 2) the planned unit development (PUD). In the limited design PUD, flexibility in the following standards is allowed: 1) any provision pertaining to site performance standards (such as height, bulk, setbacks or building dimensions); and, 2)

*“...PUD’s come in all shapes and sizes. Because the term refers to a **method of planning** rather than to a physical product, there is no single type of PUD.”*

*The Urban Land Institute*

any provision pertaining to landscaping or buffering. A minimum gross land area of 15 acres is required in order to request an LDPUD, and no increase in overall density is allowed.

In the PUD, a minimum area of 1.5 acres is required, and in addition to the flexibility allowed in 1 & 2 above, the following standards may also be modified: 3) any provision pertaining to lot size; 4) any provision pertaining to type of facility (i.e., multi-family residential, provision pertaining to landscaping or buffering. A minimum gross land area of 15 acres is required in order to request an LDPUD, and no increase in overall density is allowed.

In the PUD, a minimum area of 1.5 acres is required, and in addition to the flexibility allowed in 1 & 2 above, the following standards may also be modified: 3) any provision pertaining to lot size; 4) any provision pertaining to type of facility (i.e., multi-family residential v. single-family detached); 5) any provision pertaining to signs; 6) any provision pertaining to streets and sidewalks; and 7) any provision pertaining to off-street parking and loading, except certain location of parking spaces. No increase in overall density is allowed by a PUD.

## How to apply for a PUD

Application for a PUD is made on a form available from the City and must be accompanied by all of the elements specified on the application form, in order for the Planning Department to accept it as a complete application.

## PUD Approval Process

Upon acceptance of the completed application, the request for preliminary approval of the PUD will be placed on the next available Planning Commission agenda. If approved by the Commission, the developer will have one year in which to submit a final development plan based on the preliminary PUD approval.

The approval of the final PUD development plan is done by the Planning Department and becomes the “blue print” for how the development is built.

The final step in the process is the recording of a Memorandum of Agreement that is signed by the property owner, the Mayor and recorded at the Kootenai County Recorder’s office. The purpose of this agreement is to inform future owners in the development that there is a PUD on file with the City that affects the property they are buying.

If during construction of the project there are any deviations from the approved final development plan, contact the Planning Department to determine if the changes are a major departure from the approved plan. If the changes are determined to be a major departure from the plan, additional public hearings may be required.