

**CITY OF TROY  
PLANNED UNIT DEVELOPMENT  
PRELIMINARY DEVELOPMENT PLAN (PDP) APPLICATION**

**CITY OF TROY PLANNING DEPARTMENT  
500 W. BIG BEAVER  
TROY, MICHIGAN 48084  
248-524-3364  
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PRELIMINARY DEVELOPMENT PLAN FEE  
**\$1,500.00**  
ESCROW FEE  
**\$5,000.00**  
PRE-APPLICATION MEETING  
**\$300.00**  
FINAL DEVELOPMENT PLAN REVIEW  
**\$500.00**

REGULAR MEETINGS OF THE CITY PLANNING COMMISSION ARE HELD ON THE SECOND AND FOURTH TUESDAYS OF EACH MONTH AT 7:00 P.M. AT CITY HALL.

PLEASE FILE A COMPLETE PLANNED UNIT DEVELOPMENT PRELIMINARY DEVELOPMENT PLAN APPLICATION, TOGETHER WITH THE APPROPRIATE FEES, NOT LESS THAN THIRTY (30) DAYS PRIOR TO THE DATE OF THAT MEETING.

1. NAME OF THE PROPOSED DEVELOPMENT: \_\_\_\_\_
2. LOCATION OF THE SUBJECT PROPERTY: \_\_\_\_\_  
\_\_\_\_\_
3. DATE OF CONCEPT DEVELOPMENT PLAN APPROVAL BY CITY COUNCIL: \_\_\_\_\_
4. DESCRIPTION OF PROJECT PHASE: \_\_\_\_\_
5. TAX IDENTIFICATION NUMBER(S) OF SUBJECT PROPERTY: \_\_\_\_\_  
\_\_\_\_\_
6. PLEASE PROVIDE A STATEMENT THAT ADDRESSES THE FOLLOWING ARCHITECTURAL DESIGN QUESTIONS:
  - A. DESCRIPTION OF CONTEXT OF SITE AND HOW PROJECT RESPONDS TO CHARACTER OF THE AREA
  - B. DESCRIPTION OF THE PROJECT'S DESIGN CONCEPT
  - C. DESCRIPTION OF HOW THE PROJECT ACHIEVES THE DESIGN CONCEPT
  - D. DESCRIPTION OF THE DEVELOPMENT PROGRAM (INTENDED USES, KNOWN OR POSSIBLE TENANTS, ETC.).
  - E. DESCRIPTION OF HOW THE BUILDING MATERIALS ENHANCE THE DESIGN CONCEPT
  - F. IF THE PROJECT IS IN A FORM-BASED DISTRICT, PROVIDE DESCRIPTION OF HOW THE PROJECT MEETS THE TRANSPARENCY REQUIREMENTS
  - G. NOTE ANY OTHER IMPORTANT ELEMENTS, FEATURES OR DESIGN CONCEPTS NOT COVERED ABOVE THAT WILL HELP THE PLANNING COMMISSION UNDERSTAND HOW THE PROJECT FOSTERS EXCELLENCE IN THE DESIGN OF THE BUILT ENVIRONMENT

APPLICANT:

NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE \_\_\_\_\_

E-MAIL \_\_\_\_\_

PROPERTY OWNER;

NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE \_\_\_\_\_

E-MAIL \_\_\_\_\_

7. THE APPLICANT BEARS THE FOLLOWING RELATIONSHIP TO THE OWNER OF THE SUBJECT PROPERTY:

\_\_\_\_\_

8. **SIGNATURE OF APPLICANT** \_\_\_\_\_ **DATE** \_\_\_\_\_

9. **SIGNATURE OF PROPERTY OWNER** \_\_\_\_\_ **DATE** \_\_\_\_\_

*BY THIS SIGNATURE, THE PROPERTY OWNER AUTHORIZES THE PLACEMENT OF A SIGN ON THE PROPERTY TO INFORM THE PUBLIC AS TO THIS REQUEST FOR PLANNED UNIT DEVELOPMENT PRELIMINARY DEVELOPMENT PLAN APPROVAL.*

# PLANNED UNIT DEVELOPMENT PRELIMINARY DEVELOPMENT PLAN (PDP) CHECKLIST

THE FOLLOWING INFORMATION AND MATERIALS ARE NECESSARY FOR SUBMISSION IN PLAN FORMAT TOGETHER WITH A NARRATIVE EXPLANATION. FOR A DETAILED DESCRIPTION OF REQUIRED ITEMS, SEE SECTION 11.07 OF THE ZONING ORDINANCE.

- REQUIRED FEE
- ONE (1) CD CONTAINING AN ELECTRONIC VERSION OF THE ENTIRE PLANNED UNIT DEVELOPMENT PRELIMINARY DEVELOPMENT PLAN APPLICATION (PDF Format)

ONE (1) HARD COPY OF THE FOLLOWING:

- COMPLETED CITY OF TROY PLANNED UNIT DEVELOPMENT PRELIMINARY DEVELOPMENT PLAN APPLICATION FORM
- CERTIFIED BOUNDARY SURVEY
- CERTIFIED TOPOGRAPHIC SURVEY

TWO (2) HARD COPIES OF THE FOLLOWING:

- PRELIMINARY SITE PLAN SHOWING PROPOSED SITE LAYOUT AND USES
- PRELIMINARY TREE PRESERVATION PLAN / TREE INVENTORY
- PRELIMINARY LANDSCAPE PLAN
- PRELIMINARY FLOOR PLANS
- PRELIMINARY ELEVATIONS
- PRELIMINARY GRADING PLAN
- PRELIMINARY LIGHTING PLAN
- WETLANDS DETERMINATION, IF REQUIRED
- PLAN SHOWING ALL OPEN SPACES, INCLUDING PRESERVES, RECREATIONAL AREAS, AND HISTORIC RESOURCES, INCLUDING BUT NOT LIMITED TO ALL SIMILAR SUCH USES AND SPACES, AND THE PURPOSE PROPOSED TO EACH AREA
- EXPERT OPINION OF AN INDEPENDENT CONSULTANT WITH REGARD TO A MARKET NEED FOR THE USE OR USES PROPOSED AND THE ECONOMIC FEASIBILITY OF THE PROJECT
- A SPECIFICATION OF ALL DEVIATIONS PROPOSED FROM THE REGULATIONS, WHICH WOULD OTHERWISE BE APPLICABLE TO THE UNDERLYING ZONING AND TO THE PROPOSED USES
- THE GENERAL IMPROVEMENTS WHICH WILL CONSTITUTE A PART OF EACH PHASE OR PHASES PROPOSED, INCLUDING, WITHOUT LIMITATION, LIGHTING, SIGNAGE, VISUAL AND NOISE SCREENING MECHANISMS, UTILITIES, AND FURTHER INCLUDING THE AESTHETIC QUALITIES OF THE GENERAL IMPROVEMENTS
- SUFFICIENT INFORMATION TO DEMONSTRATE COMPLIANCE WITH ANY APPLICABLE PROJECT DESIGN STANDARD AS APPROVED DURING CONCEPT DEVELOPMENT PLAN REVIEW
- 3-D COLOR RENDERING(S) AND/OR BUILDING MODEL

**ALL HARD COPY DRAWINGS SHALL BE FOLDED, STAPLED, SEALED AND SIGNED BY A STATE OF MICHIGAN PROFESSIONAL ENGINEER, REGISTERED ARCHITECT, REGISTERED LANDSCAPE ARCHITECT, OR PROFESSIONAL COMMUNITY PLANNER ALL BUILDING PLANS SHALL BE PREPARED BY, SEALED BY, AND SIGNED BY A REGISTERED ARCHITECT. PLANNING COMMISSION AGENDAS ARE ELECTRONIC**