

Planned Unit Development Process

The purpose of the planned unit development process is to:

1. Permit and encourage the development of a combination of land uses that would not be possible via the permitted uses authorized within each zoning district.
2. Permit and encourage the creative design of new residential areas that may vary from residential subdivisions of standard lot sizes and standard street systems; and
3. Permit the creative design of new buildings associated with residential, commercial, industrial, community facility and public facility land uses; open space areas; bicycle and pedestrian access; vehicular access and parking; and landscaping which may vary, in part, from future subdivision regulations and development standards of the Town of Burlington.

Owners and/or prospective developers of one or more lots or parcels, which comprise more than four (4) acre of land area, may make application for a planned unit development in any zoning district. If approved, owners will gain somewhat great flexibility in site design and development in exchange for a more detailed site and building plan review and development stipulations.

The Zoning Administrator, or his or her authorized representative, will make a careful plan review of the proposed development project. The Zoning Administrator, or his or her authorized representative, will evaluate the merits, disadvantages, and potential impacts of the proposed project upon adjoining land uses, municipal infrastructure, public health and safety, and community land use relationships. Subsequently, the Zoning Administrator will prepare and transmit a documented staff report containing these analyses and related recommendations to the Burlington Planning and Zoning Commission.

The Zoning Administrator will, as soon as practical, place the proposed planned unit development application on the agenda of the Burlington Planning and Zoning Commission.

Before any decision is reached by the Burlington Planning and Zoning Commission:

1. The Zoning Administrator will post a copy of the proposed planned unit development application upon the property where the planned unit development is requested. This public notice will be made, at least, thirty (30) days before the planned unit

development application is considered publicly by the Burlington Planning and Zoning Commission.

2. The Zoning Administrator will provide written notice to all adjoining property owners, as well as the date, time and place when the proposed planned unit development will be considered by the Burlington Planning and Zoning Commission.
3. The Burlington Planning and Zoning Commission will hold one public hearing at a public facility within the Town of Burlington. Town residents and the general public will receive at least thirty (30) days notice of the public hearing. Public notice will be advertised in one (1) newspaper of general circulation throughout Big Horn County. Public comments received during the meeting will be documented for subsequent reference during the documented fro subsequent reference during the zone change process.

Upon consideration of a staff report from the Zoning Administrator and public comment, the Burlington Planning and Zoning Commission will make a written recommendation to the Burlington Town Council. The recommendation will state the rationale for its decision.

The Town Council will review the staff report from the Zoning Administrator, public comments, and the recommendation of the Burlington Planning and Zoning Commission. In the course of its review, the Town Council may hold an additional public hearing to provide an expanded opportunity for public comment.

The Town Council will approve or deny the proposed planned unit development project by Ordinance. In the event that further information is required by the Town Council to complete its evaluation, the Town Council may table the proposed land use amendment until desired information is obtained and reviewed by the Town Council.

The Zoning Administrator will issue a written notice of determination to the applicant within five (5) working days of the decision of the Town Council. The notice will indicate the decision made and, when appropriate, stipulations that may accompany the approval of a specific application.

No statement of covenants and restrictions shall be filed at the Big Horn County Courthouse until the Burlington Town Council first approves the planned unit development by Ordinance.

Any appeal of the decision by the Burlington Planning and Zoning Commission or the Burlington Town Council will be made to the Burlington Board of Adjustments in accordance with Article V of this Ordinance.

