



MIXED USE DEVELOPMENT APPROVAL

The MU-Mixed Use District may be used to designate parts of the city which are appropriate for a mixture of higher density residential, civic, commercial, office, and accessory parking uses. The MU district requires mixing residential environments with work places and services. Development in the MU district must accommodate transportation systems, surrounding environments, and pedestrian movement. For these reasons, projects proposed in an MU district are subject to City Council approval of a specific site plan and development agreement as a condition of rezoning.

The steps for MIXED USE DEVELOPMENT REVIEW:

- Step 1: **Contact the City Planning Department at:
Omaha/Douglas Civic Center
Current Planning Division
1819 Farnam St., Suite 1110
Omaha, Nebraska 68183
(402) 444-5200**
- Step 2: Schedule a pre-application conference with the Planning Director or the Manager – Current Planning Section. At this conference the applicant must provide information on the location, size and conceptual ideas proposed for the property.
- Step 3: Submit the concept plan and one (1) copy at the pre-application conference. The information required on the concept plan is listed in Section 55-565, Chapter 55, Omaha Municipal Code.
- Note 1: **Public Works-Design, Public Works-Traffic, Parks, and Planning will complete a technical review and send a pre-application review letter to the applicant listing technical and compliance findings, and schedule a meeting to negotiate design and improvement issues.**
- Step 4: A negotiation meeting will be held within five (5) working days of the intra-departmental review to discuss any technical or design changes, or additional information that may need to be submitted with the application package.
- Step 5: Prepare an application package that includes:
- A complete application form
 - A traffic impact analysis, if required by the Public Works Director
 - A development agreement providing for site development regulators and any required public improvements that must be installed as a condition of approval
 - A site development plan graphically showing how the development regulators will apply to the property.
- Note 2: **If the Mixed Use District zoning is to be submitted as part of a subdivision, the application package must be included with the preliminary plat application.**
- Step 6: Submit 1) a completed application package; 2) any required supplemental information; and, 3) the appropriate fee, to the Manager – Current Planning. (Contact the Current Planning Section to verify fees. Checks should be made payable to the City of Omaha).
- Note 3: **The Current Planning Section will notify the applicant in writing of any deficiencies in the application submittal within three (3) days. Failure to submit a complete application will result in the case being removed from the Planning Board agenda until all required information is provided.**

- Step 7: All documents will be distributed to the Subdivision Agreement Committee and the Development Review Committee for comments. If there are financing, design or improvement issues that are unresolved, the applicant will be notified and a meeting will be scheduled to define steps to resolve any conflicts.
- Step 8: Following these reviews, the Planning Department will prepare and transmit a recommendation report to the applicant. This same report will be transmitted to the Planning Board and City Council.
- Step 9: Planning Board hearing. This hearing is intended to allow the public an opportunity to comment on the request and to receive additional information about the impact of the proposed change.
- Step 10: The applicant will receive a letter advising of the action of the Planning Board. A recommendation will be forwarded to the City Council. A recommendation of denial will be forwarded to the City Council unless the applicant requests in writing that the Department not proceed with the application.
- Step 11: City Council hearing. If the request is approved, the rezoning is established on the effective date of the ordinance (15 days after approval). When the Mixed Use District zoning is part of a subdivision, the rezoning ordinance would be acted on concurrently with the final plat and the development agreement.