



The City of Oklahoma City
 Development Services Department
 Subdivision & Zoning Division
 420 West Main St., Suite 910
 OKC, OK 73102
 405-297-2623

Staff use only

Case # _____
 Date Filed _____
 Ward # _____
 Nbrhd Area _____
 School District _____
 Existing Zoning _____

APPLICATION FOR PLANNED UNIT DEVELOPMENT DISTRICT

Name of Applicant: _____

Address/location of property to be rezoned: _____

Legal Description of property to be rezoned: _____

Size of Property (acres or sq. ft.): _____ Present Use of Property: _____

Summary of Proposed Development: _____

THE FOLLOWING ITEMS **MUST** BE SUBMITTED WITH THIS APPLICATION:

- a) Two (2) copies of the legal description of the property sought to be rezoned. One copy must be submitted electronically in Microsoft Word format. Submit to Curtis.liggins@okc.gov
- b) One (1) copy of the deed(s) of the property sought to be rezoned.
- c) One (1) copy of all property owners who own property within a 300 foot radius of the property to be rezoned. The list **MUST** include their mailing address and the legal description of their property and **MUST** be current within 30 days of the date of submittal of the application. The list **MUST** ALSO contain a minimum of 10 separate individual property owners. If there are less than 10 individual owners within the 300 feet, the radius must be extended by increments of 100 feet until the list contains no less than 10 owners. An insufficient list may result in a minimum 30-day delay in your application. You must attest on the attached "Affirmation" that the list is true and correct unless the list is certified by an abstract company or County official.
- d) If the applicant is not the owner of the property, one (1) copy of a letter of authorization from the owner is required.
- e) A Filing fee of \$2,700.00

There are two public hearings for consideration of a PUD rezoning request. First is the Planning Commission hearing which is six weeks from the time the application is submitted to the Development Services Department. Once the Planning Commission makes a recommendation, a public hearing is held by the City Council approximately six weeks later.

Also Send Notice & Staff Report to: ↓

Signature of Applicant

Applicant's Name (please print)

Applicant's Mailing Address

City, State, Zip Code

Phone: _____

E-Mail: _____

AFFIRMATION

STATE OF OKLAHOMA)
) §
COUNTY OF OKLAHOMA)

I affirm that the ownership list submitted as a part of this application contains the names of all owners of record of property which are within 300 feet (or greater if required) of the property described in the attached exhibit.

Executed at Oklahoma City, Oklahoma, on the _____ day of _____,
20____.

Applicant

Subscribed and sworn to before me, a Notary Public, in and for the State of _____, County of _____, on the _____ day of _____,
20_____.

My Commission Expires:

Notary Public

Commission # _____

PLANNED UNIT DEVELOPMENT CHECKLIST

Filing Fee: \$ 2,700.00

- 8 copies of design statement (attached)
- 8 copies of master development plan map (see staff for an example)
- 1 original rezoning application (attached)
- 1 copy of ownership list (see * below)
- 1 copy of warranty deed(s)
- 1 letter of authorization from the property owner(s) if the application is not signed by the property owner(s)
- 1 copy of legal description
- 1 legal description submitted electronically in Microsoft Word format. Submit to Curtis.liggins@okc.gov

*The Ownership List must contain all property owners, their complete mailing address and legal description, who own property within a 300 foot radius of the exterior boundary of the PUD. Radius must increase in increments of 100 feet until not less than 10 separate individuals are provided.

There are two public hearings for consideration of a PUD, first is the Planning Commission review which is approximately six weeks from the time the PUD application is submitted to the Development Services Department. Once the Planning Commission makes a recommendation, a public hearing is held by the City Council approximately six weeks later. Attached is a Planning Commission schedule of meetings with appropriate filing deadlines.

If the PUD includes sufficient information to satisfy the Specific Plan requirements and a Preliminary Plat (if applicable) is filed concurrently with the PUD, filing of a subsequent Specific Plan and the associated \$500.00 fee and 20 day review period can be avoided.

Revised 1/9/18

COMMERCIAL

**THE CITY OF OKLAHOMA CITY
PLANNED UNIT DEVELOPMENT**

PUD- _____

DESIGN STATEMENT

FOR

* *(Name of development)*

PREPARED BY:

- * *(OWNER/DEVELOPER)*
- * *(ADDRESS)*
- * *(CITY)*
- * *(PHONE and FAX)*
- * *(E-MAIL ADDRESS)*

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SECTION 1.0 INTRODUCTION

The Planned Unit Development (PUD) of *, consisting of * acres is located within the * /4 of Section *, Township * N, Range * W, of the Indian Meridian, * County, Oklahoma. The subject property is generally located * of * Street and * of * Avenue.

SECTION 2.0 LEGAL DESCRIPTION

The legal description of the property comprising the proposed PUD of * is described in Exhibit A, attached and is made a part of this Design Statement.

SECTION 3.0 OWNER/DEVELOPER

The owner of this property described in Section 2.0 is *. The developer of the property is *.

SECTION 4.0 SITE AND SURROUNDING AREA

The subject property is presently used for *. Surrounding properties are zoned and used for:

North: * District and used for *.
East: * District and used for *.
South: * District and used for *.
West: * District and used for *

The above surrounding properties include * PUD Districts. PUD * has a * base district, which prohibits the following use units: *. PUD * has a * base district, which prohibits the following use units: *.

The relationship between the proposed use of this parcel and the above adjoining land uses is *.

SECTION 5.0 PHYSICAL CHARACTERISTICS

The elevation of the subject property is * and the slope analysis reveals*. The subject property has * soils characteristics and the tree cover on the property is*. This property is in the * drainage basin and there are * acres in the drainage area. * % of the property is in the 50 or 100 year flood plain.

There are * common open space and natural resource areas in this Planned Unit Development, including native rock outcroppings, steep slopes, environmentally sensitive lands, wildlife habitats, stream corridors, significant mature trees or tree canopies, which are shown on the Master Development Plan.

SECTION 6.0 CONCEPT

The concept for this PUD is *.

SECTION 6.1 DEVELOPMENT AND SUBDIVISION VARIATIONS

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The following represents variations to The City of Oklahoma City Subdivision Regulations proposed in this PUD: *

The following represents variations to the * base zoning district or other sections of the Oklahoma City Zoning Ordinance: *

SECTION 7.0 SERVICE AVAILABILITY

7.1 STREETS

The nearest street to the north is * which has a right-of-way width of * and is paved to * standards. The nearest street to the east is * which has a right-of-way width of * and is paved to * standards. The nearest street to the south is * which has a right-of-way width of * and is paved to * standards. The nearest street to the west is * which has a right-of-way width of * and is paved to * standards.

Proposed streets in this Planned Unit Development shall be * (public or private) and shall have right-of-way widths of: *

Streets or driveways on adjacent property within 200 feet of this Planned Unit Development shall be shown on the Master Development Plan.

7.2 SANITARY SEWER

Sanitary sewer facilities for this property are * available. They are located *.

7.3 WATER

Water facilities for this property are * available. They are located *.

7.4 FIRE PROTECTION

The nearest fire station to this property is located at *.

7.5 GAS SERVICE, ELECTRICAL SERVICE, AND TELEPHONE SERVICE

Proper coordination with the various utility companies will be made in conjunction with this development.

7.6 PUBLIC TRANSPORTATION

There are * bus stops in this Planned Unit Development and each will be provided with a pedestrian path and shown on the Master Development Plan.

7.7 DRAINAGE

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The property within this Planned Unit Development is * within the FEMA 100 year flood plain and the location of the FEMA 100 year flood plain is delineated on the Master Development Plan.

7.8 OKC PLAN 2000-2020

The Land Use Plan projects this parcel to be in the * area and the uses proposed in this Planned Unit Development are consistent and in compliance with the * area standards.

8.0 SPECIAL DEVELOPMENT REGULATIONS

The following Special Development Regulations and/or limitations are placed upon the development of the PUD. Planning and zoning regulations will be those, which are in effect at the time of development of this PUD, provided, however, that the density and or intensity of the PUD shall not be increased. Development is when a permit is issued for any construction or addition to any structure on a development tract. Certain zoning districts are referred to as a part of the Special Development Regulations of this PUD. For purposes of interpretation of these Special Development Regulations, the operative and controlling language and regulations of such zoning districts shall be the language and regulations applicable to the referenced zoning districts as contained in the City of Oklahoma City's Planning and Zoning Code as such exists at the time of development of this PUD. In the event of conflict between provisions of this PUD and any of the provisions of the Oklahoma City Municipal Code, as amended ("Code"), in effect at the time a permit is applied for with respect to any lot, block, tract and/or parcel of land subject to this PUD, the provisions of the Code shall prevail and be controlling; provided however, that in the event of a conflict between the Special Use and Development Regulations specifically negotiated as a part of this PUD and the provisions of the Code in effect at the time a permit is applied for with respect to any lot, block, tract and/or parcel of land subject to this PUD, such Special Use and Development Regulations of this PUD shall prevail and be controlling.

Notwithstanding Section 59-14250.1 of the Oklahoma City Municipal Code, 2010, as amended, pertaining to administrative approval of minor amendments, the following special conditions listed in Sections * through * shall not be changed or amended in any way except by action of the City Council, after review and recommendation by the Planning Commission.

8.1 USE AND DEVELOPMENT REGULATIONS

The use and development regulations of the * District shall govern this PUD, except as herein modified, including conditional, special permit, special exception, alcohol beverage consumption requirements and/or accessory uses subject to their appropriate conditions and review procedures for public hearings where applicable, unless otherwise noted herein.

9.0 SPECIAL CONDITIONS

The following special conditions shall be made a part of this PUD:

List all permitted Uses

List all Conditional Uses

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List all Special Exceptions

List all Special Permits

List all ABC uses

*The above uses, permits, exceptions and ABC's are subject to their appropriate conditions and review procedures for public hearings where applicable.

9.1 FAÇADE REGULATIONS

Exterior building wall finish on all structures, exclusive of windows and doors, shall consist of a minimum 70% brick veneer, rock or stone masonry. No more than 30% EIFS, stucco, wood, or cement-board shall be permitted. Exposed metal or exposed concrete block buildings shall not be permitted.

Buildings shall be oriented such that the backs of buildings are not facing towards any street.

Exhibit * depicts the proposed building(s) elevation(s) and all building permits in the PUD shall comply with said Exhibit.

9.2 LANDSCAPING REGULATIONS

The subject parcel shall meet all requirements of the City of Oklahoma City's Landscaping Ordinance in place at the time of development. Required landscaping points for parcels in appearance corridors shall be increased by 20%.

Landscape Buffers to include: (1) a sight-proof fence or wall as described in Section 9.4 and a minimum 5' landscape buffer with either a minimum 9 landscaping points installed for every 25 linear feet of abutment to a residential district or use 3" caliper trees spaced a maximum of 25 feet on center shall be installed along the * property line(s) abutting any residential district or use.

In addition to the requirements of the Landscaping Ordinance, a minimum 20 foot landscape buffer with either a minimum nine landscaping points installed for every 25 linear feet of abutment or 3" caliper trees spaced a maximum of 25 feet on center shall be installed along the * Avenue and * Street boundaries.

Unique natural resources, such as significant vegetation, watercourses, or native rock outcroppings and other natural features that create desirable and functional environments for patrons, pedestrians and occupants shall be included in the subsequent Specific Plan.

Existing healthy, mature trees shall be protected in this PUD and shall be included in the subsequent Specific Plan.

9.3 LIGHTING REGULATIONS

The site lighting in this PUD shall be in accordance with Chapter 59, Article XII, Section 59-12350 of the Oklahoma City Municipal Code, 2010, as amended.

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A Lighting Plan in accordance with Section 59-14200.4E (2) shall be submitted as a part of the subsequent Specific Plan.

9.4 SCREENING REGULATIONS

No less than a six-foot and no greater than an eight-foot high wall shall be required along the boundary of this parcel where it is adjacent to any residential use. Said wall shall be constructed entirely of stucco, brick, or stone on a continuous footing, or may be constructed of wood, with brick columns with footings on 24' centers and shall be solid and opaque.

Sight-proof screening may consist of the side of a proposed building (if said building results in appropriate screening), and shall be a minimum of six feet in height. No building setback will be required if the building is used as screening.

9.5 PLATTING REGULATIONS

All land within this PUD shall be contained within a final plat and any plat dedications shall be approved by the City Council prior to any occupancy permits being issued in the PUD.

9.6 DRAINAGE REGULATIONS

Drainage improvements, if required, will be in accordance to applicable sections of the Oklahoma City Code of Ordinances. Drainage ways may be permitted and constructed in accordance with Chapter 16 of the Oklahoma City Municipal Code, which includes certain allowances in construction standards for PUDS, provided the PUD is platted with drainage areas confined to common areas. Such drainage ways must be designed to handle adequate flows and cannot be built without specific approval of the City Engineer. The maintenance will be the responsibility of the property owners. (USE OF THIS PROVISION WILL REQUIRE PLATTING) OR

Development of this parcel will comply with Chapter 16 of the Oklahoma City Municipal Code, 2010, as amended.

9.7 DUMPSTER REGULATIONS

Dumpsters shall be consolidated where practical and located within an area screened by a fence or masonry wall of sufficient height that screens the dumpster from public streets and residences and shall be placed no closer than 50 feet from all property lines adjacent to residential zoning/use.

9.8 ACCESS REGULATIONS

There shall be * access points from * Street and * access points from * Avenue in this PUD.

Driveways within and adjacent to this Tract/parcel shall have a minimum of 200 feet of separation from driveway centerline to driveway centerline and shall meet all City design standards.

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Streets or driveways on adjacent property within 200 feet of this Planned Unit Development shall be shown on the Master Development Plan.

There shall be "Limits of No Access" within * feet of * Road and * feet of * Street from this PUD.

Access to this PUD/Tract shall be via a divided street with central landscaped medians. A minimum 20-foot pavement lane shall be required on either side of said median.

Non-residential lots within this PUD will not be required to have frontage on an approved street. Access to individual lots within the PUD may be permitted to be from a private drive. The private drive shall be placed within a common area or easement designated for access purposes. A Property Owners Association through the use of recorded Covenants and Restrictions shall govern maintenance of the private drive. Access to the individual buildings shall be provided by private shared access drives that will provide internal circulation. Private shared access drives shall have a minimum pavement width of 20 feet for one-way drives and 24 feet for two-way drives. All zoning district building setbacks shall be eliminated for lots so developed. Platted building setbacks shall be enforced.

Non-residential lots may be platted/subdivided and there shall be no minimum lot size. A platted lot may be split administratively but is not permitted to include an adjacent common area/private driveway. The resulting lot is permitted to take access from the platted common area/private drive and to conform to the regulations within this PUD. A split lot is not required to have frontage on an approved street.

A pedestrian system shall be organized and shown in the PUD Master Plan to provide adequate and continuous safe pedestrian circulation within the development by defining walkways and distinguishing areas of foot traffic from vehicular movements. Pedestrian connections with adjacent sidewalks and public transportation stops shall be shown. Pedestrian access to the Common Areas shall be provided from the residential Tracts.

9.9 PARKING REGULATIONS

The design and number of all parking facilities in this PUD shall be in accordance with Chapter 59 Article X of the Oklahoma City Municipal Code, 2010, as amended. OR

This PUD shall provide * parking spaces for the * square feet of building area proposed in this PUD. The * parking spaces shall be deemed to satisfy the required parking for all uses within this PUD.

An individual platted lot is not required to provide on-site parking. Required parking may be provided within a common area/private driveway. Off-site shared parking shall be permitted in order to comply with parking requirements. Off-site parking is further limited to the boundaries of this PUD.

9.10 SIGNAGE REGULATIONS

9.10.1 FREESTANDING ACCESSORY SIGNS

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There shall be * freestanding signs in this PUD.

All freestanding signs within this PUD shall be ground signs with the maximum size being eight feet high and 100 square feet in area. The signs shall be covered with a material consistent with the buildings they serve. No pole signs will be allowed.

All free-standing accessory signs shall provide a Landscaped Area containing one (1) point per two (2) square feet of sign or fraction thereof located within 10 feet of the base of any freestanding accessory sign. This landscaping may be applied to fulfill Site or Parking Point requirements. Turf grass shall not be used to satisfy this requirement.

A sign that contains the name of any business and/or multi-family development located within this PUD is deemed accessory, even if the sign is not placed on the parcel where the business and/or multifamily development is located, as long as the business and/or multi-family development and the sign are located within this PUD.

9.10.2 ATTACHED SIGNS

Attached signs will be in accordance with the base zoning district regulations.

9.10.3 NON-ACCESSORY SIGNS

Non-accessory signs are specifically prohibited in this PUD.

9.10.4 ELECTRONIC MESSAGE DISPLAY SIGNS

Electronic Message Display signs are specifically prohibited in this PUD.

9.11 ROOFING REGULATIONS

Every structure in this PUD shall have Class C roofing or better.

9.12 SIDEWALK REGULATIONS

Five-foot sidewalks shall be constructed on the arterial street with each development parcel or 6-foot sidewalks shall be required if the sidewalk is constructed adjacent to the curb, subject to the policies and procedures of the Public Works Department. Four-foot sidewalks shall be constructed on the interior streets and five-foot sidewalks shall be required on collector streets prior to any occupancy certificates being issued.

Interior pedestrian pathways and bikeways are proposed in this Planned Unit Development and are located * and shall connect residential tracts to adjacent Common Areas and shall be shown on the Master Development Plan.

9.13 HEIGHT REGULATIONS

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A multi-story commercial building adjacent to the boundary of residential properties shall be designed so that the wall facing residential properties contains either no upper story window or upper story windows with opaque glass.

The base zoning district regulations shall regulate heights of structures in this PUD.

9.14 SETBACK REGULATIONS

Unless modified herein, yard requirements in this PUD shall be the same as the base-zoning district.

The following uses shall not be permitted within 150 feet of residentially zoned or used property:

Convenience Sales and Personal Services (8300.32).

Eating Establishments: Drive-In (8300.34).

Eating Establishments: Fast Food with Drive-Through Order Windows (8300.36).

Gasoline Sales. Large (8300.45)

Gasoline Sales. Small: Restricted (8300.46).

9.15 PERMIT REQUIREMENTS

Applications for building permits in the commercial or industrial part of this PUD must include an overall PUD site plan that depicts the location of the proposed building permit and the size and address of all existing buildings as well as all existing parking and landscaping in the commercial/industrial part of the PUD and parking and landscaping proposed for the building for which a building permit is requested.

9.16 PUBLIC IMPROVEMENTS

Public improvements shall be made by the property owner throughout the PUD as required by the City of Oklahoma City Public Works Department or other City, County, or State Department or agency. All Local, State, and Federal ordinances as they shall apply to the site will be adhered to fully.

9.17 COMMON AREAS

Maintenance of all common areas in the development and maintenance of all amenities located within the common areas shall be the responsibility of the owner(s) of said property. No structures, storage of material, grading, fill, or other obstructions, including fences, either temporary or permanent, that shall cause a blockage of flow or an adverse effect on the functioning of the storm water facility, shall be placed within the common areas intended for the use of conveyance of storm water, and/or drainage easements shown. Certain amenities such as, but not limited to, walks, benches, piers, and docks, shall be permitted if installed in a manner to meet the requirements specified above.

The boundary of the common area shall be adjusted, if necessary, to ensure that the common area covers the entire 100-year flood plain.

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9.18 GENERAL DESIGN AND DEVELOPMENT GUIDELINES

Specific information and plans for General Design and Development Guidelines as contained in Chapter 59 Section 14200.4 for density, amenities, relationship to abutting uses, site design, safety, and circulation systems shall be required at the Specific Plan stage.

9.19 SPECIFIC PLAN AND FINAL PLAT

No building permits shall be issued in this PUD until a specific plan and final plat, including all items listed in Section 59-14150C of the Oklahoma City Municipal Code, 2010, as amended shall have been approved by the Planning Commission.

Due to the façade, landscaping, parking, access, building elevation(s), sidewalk, and screening detail provided in the Master Development Plan, a Specific Plan is not required.

10.0 DEVELOPMENT SEQUENCE

Developmental phasing shall be allowed as a part of the development of this PUD.

11.0 EXHIBITS

The following exhibits are hereby attached and incorporated into this PUD. These exhibits are:

EXHIBIT A: TEN MASTER DEVELOPMENT PLANS on a 24" x 36" document at a scale of 1 inch = 100 feet and 10 reduced to 8 ½" x 11" and attached to the Design Statement, showing the base zoning district(s), general location of proposed land uses, acreage, building lines, location/vicinity map, residential densities, location of collector streets within the PUD and adjacent arterial streets with right-of-way, location and approximate size of open space, greenbelts, and recreational areas, areas where access to streets will be limited and the location of driveways, where appropriate.

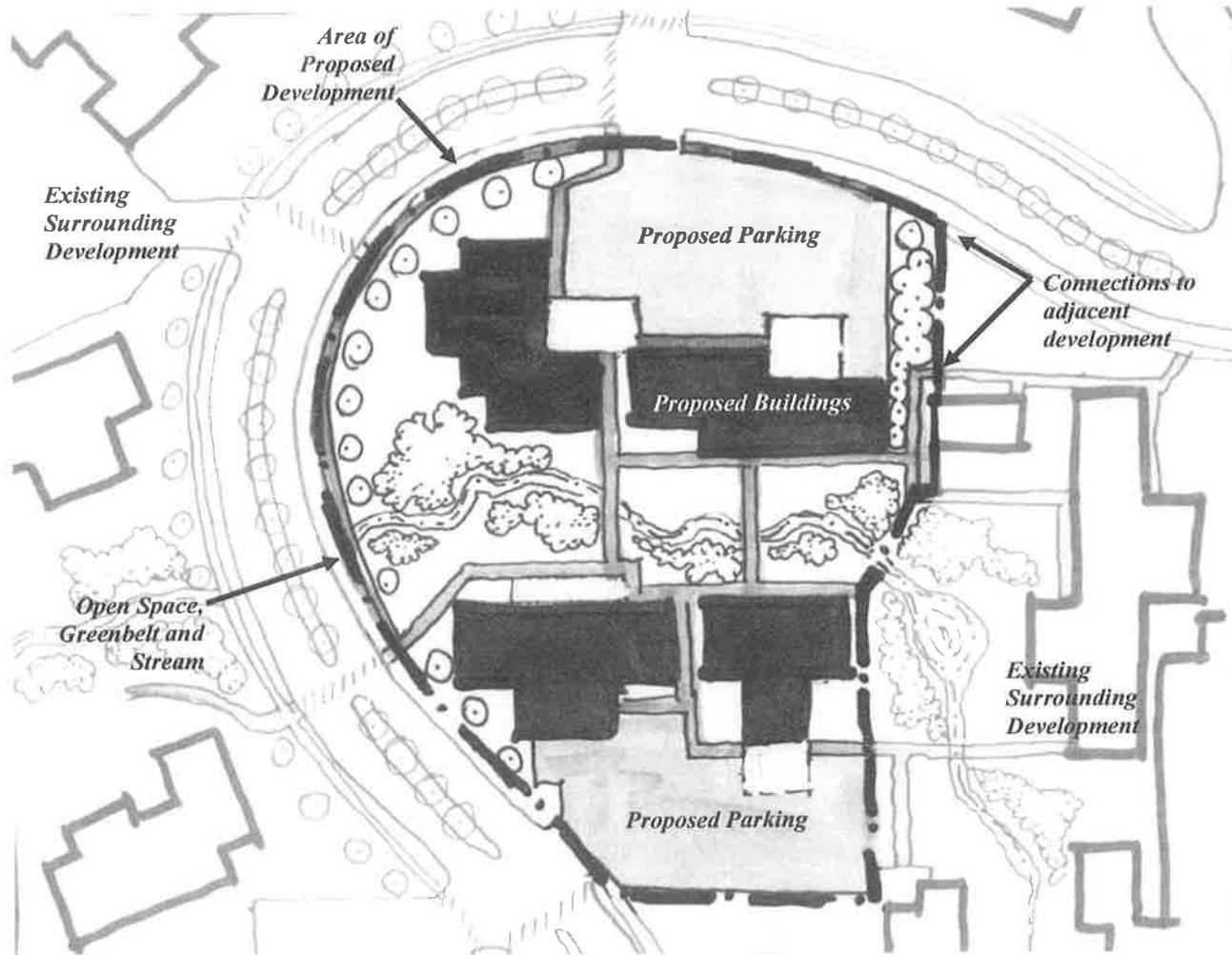
EXHIBIT B: TEN TOPOGRAPHY MAPS, on 8 ½" x 11" to be included with the Design Statement.

EXHIBIT C: TEN ELEVATIONS OF PROPOSED BUILDINGS (Optional) on 8 ½" x 11" to be included with the Design Statement.

EXHIBIT D: The electronic version of the above sent to Curtis.liggins@okc.gov

Illustrated Design Guidelines
MASTER DEVELOPMENT PLAN / SPECIFIC PLAN

PUD and SPUD Review Criteria



NOTE:

The graphic above is a theoretical development project used throughout these design guidelines to illustrate the concepts and intent of the review criteria. The illustrations are used to clarify intent only, and are not meant to represent the quality of drawings or level of detail that is required for either the Master Development Plan or Specific Plan submittal.

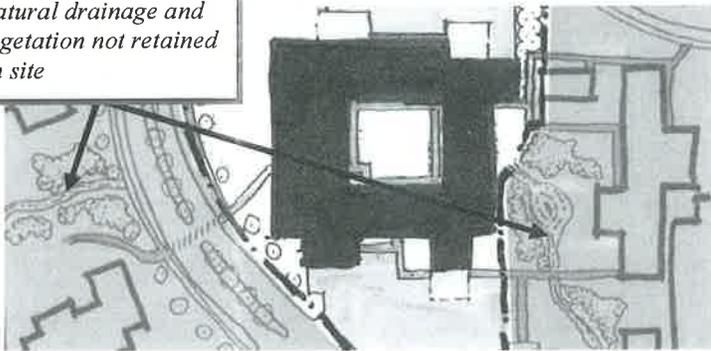
Illustrated Design Guidelines MASTER DEVELOPMENT PLAN / SPECIFIC PLAN

SITE DESIGN, CONT'D

Comments / Notes

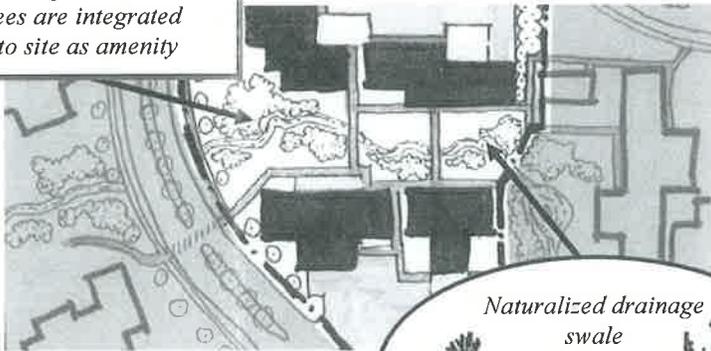
- Arrangement of open space or natural features creates desirable and functional environments for patrons, pedestrians, and occupants by:
 - Preserving unique natural resources where possible, such as
 - Significant vegetation
 - Watercourses
 - Native rock outcroppings
 - Providing protection to preserve existing healthy mature trees
 - Respecting desirable natural resources on adjacent sites
- Promoting the use and preservation of existing natural watercourses and patterns of stormwater disposal in the design of drainage facilities

Natural drainage and vegetation not retained on site



Inappropriate

Existing stream and trees are integrated into site as amenity



Appropriate

Naturalized drainage swale

Illustrated Design Guidelines

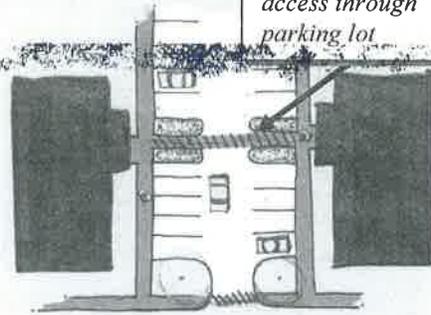
MASTER DEVELOPMENT PLAN / SPECIFIC PLAN

CIRCULATION SYSTEMS

Comments / Notes

- Provides adequate and safe pedestrian and vehicular circulation by defining walkways and distinguishing areas of foot traffic from vehicular movement using methods such as crosswalk and pathway striping, landscaping, and sidewalks

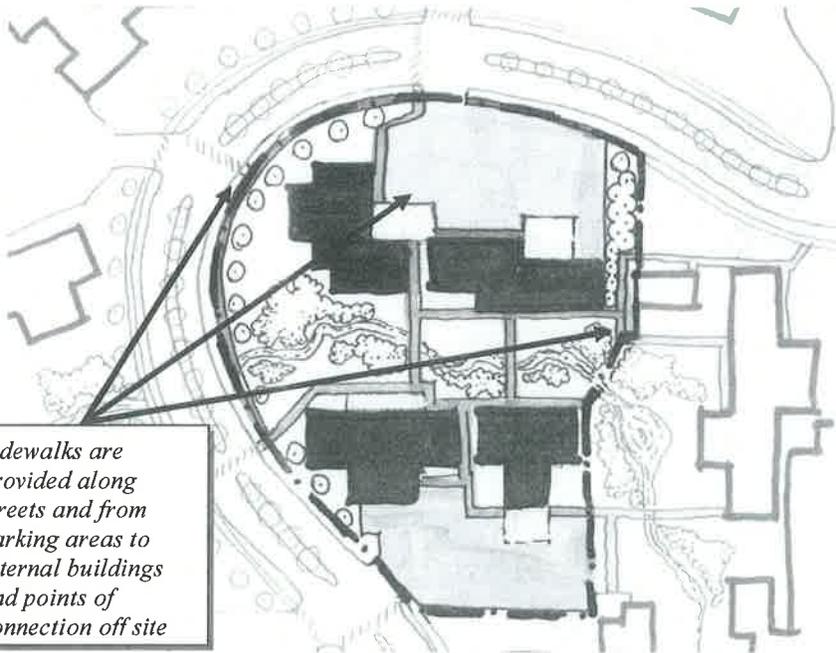
Striped crosswalk protected by landscaped islands provides safe pedestrian access through parking lot



- Provides continuous pedestrian and vehicular connections to adjacent sites using the following methods, where possible

- Sidewalks
- Streets
- Open-space linkages

- Pedestrian pathways connect parking areas and points of destination (internal and external)



Sidewalks are provided along streets and from parking areas to internal buildings and points of connection off site

- Provides pedestrian access to public transportation stops
- Specific standards and locations for common access driveways are provided in commercial or industrial developments, both within the development and abutting arterial street