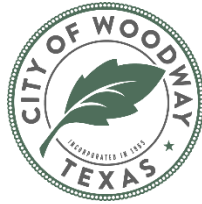


STAFF ONLY	
P&Z Date	
CC Date	
Fee PD: \$300	
Receipt #	
Accept by	



## APPLICATION FOR SITE DEVELOPMENT PLAN

*This application is pursuant to Section 2.10 of the City of Woodway Code of Ordinances, Appendix A-Zoning. All applicants are encouraged to review this section and discuss the request with the Director of Community Services prior to submittal of the application.*

**NOTE:** Application must be **RECEIVED AT LEAST 25 DAYS** in advance of the first public hearing by mail or in person to: Community Services, 924 Estates Drive, Woodway, Texas, 76712. Applications submitted on the 25<sup>th</sup> day before the first public hearing date must be received by 3:00 p.m. to allow staff sufficient time to meet newspaper deadlines and mail notices as required by law.

### PART I TO BE COMPLETED BY APPLICANT

- (1) Person, firm or corporation desiring to use land or erect buildings within a Planned District.**

\_\_\_\_\_

- (2) Application information**

Mailing address: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_

Email: \_\_\_\_\_

If firm or corporation, name of contact person: \_\_\_\_\_  
*(This individual will be contacted by city staff on all matters regarding the application)*

- (3) PROPERTY DESCRIPTION**

Lot: \_\_\_\_\_ Block: \_\_\_\_\_

Name of addition: \_\_\_\_\_

**PLEASE PROVIDE ACREAGE DESCRIPTION IF NOT PLATTED INTO A LOT AND BLOCK:**

\_\_\_\_\_ ACRE(S) IN THE \_\_\_\_\_ SURVEY

*(If property is not platted, an acreage description a.k.a. field notes must be provided with the applicant as the wording must be included in the public hearing notice as required by law.)*

Physical address of property:

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Brief description of property:

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**(4) Is this your original request to develop on this site?**

Yes \_\_\_\_\_ or No \_\_\_\_\_

**(5) Per Section 2.1000: The Site Development Plan and application must be submitted with the following:**

- \_\_\_\_\_ **Two (2) full size sets and one (1) 11x17 size of maps and drawings.**
- \_\_\_\_\_ **Existing and proposed locations and arrangements of uses on the site, existing uses on abutting sites within fifty (50) feet of each lot line and any other information necessary to describe or identify the proposed development.**
- \_\_\_\_\_ **Existing proposed site improvements; building elevations for buildings on the site; off-site improvements, such as utilities, and drainage facilities and structures; location of all above ground and below ground accessory structures; and, street features. (Building elevations shall indicate the general height, bulk scale and architectural character of buildings.**
- \_\_\_\_\_ **Existing and proposed topography, watercourses, grading, landscaping, existing trees over ten (10) inches in diameter as measured one (1) foot above the ground, exterior lighting, screening, irrigation facilities, litter receptacles and erosion-control measures.**

- \_\_\_\_\_ When access to a public water or sanitary sewer line is available at the site, details of proposed connections if the waterline is greater than one (1) inch in diameter or if the sewer line is greater than four inches in diameter.
- \_\_\_\_\_ Existing and proposed parking, driveways, loading and traffic and pedestrian circulation features on the site.
- \_\_\_\_\_ Where applicable, the location of the one hundred-year floodplain and the escarpment zone; and the approximate location of proposed signs, if known.

**(6) Signature of applicant:** \_\_\_\_\_

*By signing above, the applicant that the information submitted is true and correct and affirms that the owner (if applicant is not the owner of the property) has been made aware of this request and fully supports the proposed development.*

**NOTE:**

**IT IS IMPERATIVE THAT THE APPLICANT OR AN INFORMED REPRESENTATIVE OF THE APPLICANT BE PRESENT AT THE PLANNING AND ZONING COMMISSION AND CITY COUNCIL MEETINGS TO EXPLAIN THE PLANS IN DETAIL AND ANSWER ANY QUESTIONS.**