



Concept Plan Checklist

Case # _____ County Tax ID# _____

Development Name _____

Scale: Acceptable scale: 1" = 20', 1" = 40', 1" = 100' or as approved. Type size shall be legible at full scale and when reduced. If the plan requires more than one (1) sheet, each sheet shall be numbered as it corresponds to the total number of sheets (i.e., 1 of 2, 2 of 2). When a match line is required, a key map shall be provided.

Provided
Yes | No

Verified
Yes | No

Provided			Verified		
Yes	No		Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	1	Existing and proposed site conditions.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	2	Title block, preferably in lower right-hand corner, including the following: "Concept Plan, name of development, survey and abstract number or recorded plat information, city, county, state, date of preparation, acreage and number of lots".	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	3	Name, address, phone and email of owner/developer and the firm preparing the plan.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	4	Site boundaries and dimensions, lot lines, site acreage and square footage, and approximate distance to the nearest cross street.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	5	Location map, north arrow, scale, title block, and site/development summary table (number, location, and typical dimensions of the lots, the setbacks, the number of dwelling units, and number of units per acre (density)).	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	6	Most recent, available topographic information from NCTCOG.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	7	Natural features, including tree groupings, floodplains, drainage ways, and creeks.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	8	The location, type, and size of all fences, berms, or screening features.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	9	Land use on site and on adjacent properties, including assignment of use to specific locations within the plan.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	10	All adjacent platted property within two hundred (200) feet shown in dashed lines, labeling lot and block numbers, subdivision name, easements, street names and plat record reference.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	11	Minimum building setbacks and use.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	12	The type, approximate shape and placement of buildings and their proposed uses.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	13	Show existing and proposed public streets, including ROW widths, any other rights-of-way (including easements), median openings, turn lanes (including storage and transition space), and other driveways (including those on adjacent property) showing the access to and general circulation of the development sufficient to demonstrate the relationship and compatibility of the site to the surrounding properties, uses and facilities. Provide ROW cross sections for each roadway type in the proposed development.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	14	Show proposed dedications and reservations of land for public use including but not limited to rights-of-way, easements, trails, park land, open space, drainageways, floodplains, and public facility sites.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	15	Provide a description of phases of development, including delineation of areas, building sites, land use and improvements to be constructed in independent phases. Also a summary of the anticipated timing and sequencing of development phases.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	16	Any existing covenants or site restrictions.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	17	For a residential planned development which does not propose platted lots, the concept plan shall set forth the size, type and location of buildings and building sites.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	18	For a residential planned development provide a typical lot detail that illustrates placement of the house and orientation of the driveways and garages on each typical lot size.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	19	For a residential planned development provide typical home elevations with key architectural attributes called out that represent the intent of the home styles. Interior pictures are also helpful (not required) to show interior character intent and show case home value to P&Z and Council.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	20	For a non residential planned development, conceptual building elevations shall be required in addition to the concept plan	<input type="checkbox"/>	<input type="checkbox"/>



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Screening. The property owner shall construct screening which meets the requirements of this section in the event the owner causes to be constructed a building in a nonresidential or apartment zoning district which abuts a residential district. **In the event the Commission approves a plat for a single-family residential subdivision for land which abuts property zoned for nonresidential or apartment uses, the developer of the residential subdivision shall cause to be constructed screening along the perimeter of the entire subdivision which meets the requirements:**

A. The screening shall be of masonry construction unless otherwise approved by the City Council.
 B. The screening must be a minimum of six (6) feet in height but no greater than eight (8) feet in height.
 C. The screening must allow and maintain clear vision at least twenty-five (25) feet from all intersections or outside the visibility triangle at an intersection.
 D. The construction plans for the screening must be prepared by a structural professional engineer registered in the State of Texas.



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Conceptual level water, sanitary sewer and storm drainage plan (including offsite). Standard size lines (8") can be handled with simple notations, larger size lines (10"+) should shown graphically. Storm Drainage plan should show major culvert crossings, detention/retention areas and open channels.



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To indicate intent provide conceptual level renderings of special feature elements, including but not limited to amenity centers, entry monuments, enhanced divided entries, landscaping, parks, playgrounds etc.



Item # _____ Reason For Omission: _____

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