



APPLICATION TO DEVELOP A CHURCH OR SCHOOL IN RESIDENTIAL ZONING IN THE CITY OF WOODWAY

NOTE: Application must be submitted with a **FEE OF \$300.00** and **RECEIVED AT LEAST 25 DAYS** in advance of the first public hearing by mail or in person to: Community Services, City of Woodway, 924 Estates Drive, Woodway, Texas, 76712. Applications submitted on the 25th day before the first hearing date must be received by 3 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) Application For Development of (check one) Church School

(2) Name of Applicant

(3) Name of Firm or Corporation Desiring To Develop

(4) APPLICANT INFORMATION:

Mailing Address: _____

Telephone: () _____ Fax: () _____

Email: _____

If firm or corporation, name of contact person: _____
(This individual will be contacted by City Staff on all matters regarding this application.)

(5) 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 application as the wording must be included in the public hearing notice as required by law.)

Physical Address of Property:

Brief Description of Property: _____

(6) IS THIS YOUR ORIGINAL REQUEST TO DEVELOP ON THIS SITE? _____ YES or _____ NO

(7) APPLICATION MUST BE SUBMITTED WITH (2) COPIES OF THE SITE PLAN SHOWING THE FOLLOWING ITEMS AND MUST INCLUDE THE ENTIRE PARCEL OF PROPERTY UPON WHICH THE APPLICANT DESIRES TO DEVELOP:

- | | |
|--|--|
| <input type="checkbox"/> In detail, the manner in which the land is to be used | <input type="checkbox"/> COMcheck |
| <input type="checkbox"/> Provision for service areas | <input type="checkbox"/> Texas ADA Registration Number |
| <input type="checkbox"/> Provision for landscaping | <input type="checkbox"/> Size of the building(s) |
| <input type="checkbox"/> Provision for off-street parking | <input type="checkbox"/> Location of the building(s) |
| <input type="checkbox"/> Character & appearance of the Building(s) | <input type="checkbox"/> 11x17 copies of plans |
| | <input type="checkbox"/> Asbestos Report |

(For more detail, please see the attached City of Woodway Ordinances Sec. 2.10: Site Development Plans).

SIGNATURE OF APPLICANT: _____

By signing above, the applicant affirms that the information submitted is true and correct and affirms that the owner (if the 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 AN DETAIL AND ANSWER ANY QUESTIONS.

PART II – THIS SECTION TO BE FILLED OUT BY CITY OF WOODWAY STAFF

TENTATIVE schedule for Planning & Zoning Commission and City Council

Acceptance of application by City Council	
Action by P&Z regarding recommendation to City Council	
Final action by City Council	

Application received by	
\$300.00 application fee paid	<input type="checkbox"/> Yes <input type="checkbox"/> No
Forward for review processing to	
Schedule dates provided to	
Information provided by	