



APPLICATION FOR SITE DEVELOPMENT

This application is pursuant to Section 2.2 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 application.

NOTE: Application must be submitted **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) PERSON, FIRM OR CORPORATION DESIRING TO USE LAND OR ERECT BUILDINGS WITHIN A PLANNED DISTRICT:

(2) 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.)

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

Physical Address of Property:

Brief Description of Property: _____

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

(5) PER SECTION 2.1000: APPLICATION MUST BE SUBMITTED WITH THE FOLLOWING:

The site development plan shall include two (2) sets of maps and drawings, sufficiently dimensioned to show the following:

- _____ 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 and proposed site improvements; building elevations for buildings on the site; off-site improvements, such as utilities, and drainage facilities and structures; location of all aboveground 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) WITH 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

Action by P&Z regarding recommendation to City Council	
Final action by City Council	
Application received by	
Forward for review processing to	
Schedule dates provided to	
Information provided by	