



DEPARTMENT OF DEVELOPMENT SERVICES

Development Services Center – 215 W. Hickory Street – Denton, Texas 76201 voice: (940) 349-8541

www.cityofdenton.com

Alternative Development Plan Application and Checklist

Property Information:

Project Name: Parcel(s) Tax ID# (Required):

Project Address (Location): Total Acres:

Previous Project Number (If Applicable):

Existing Zoning: # of Existing Lots: # of Existing Units:

Proposed Zoning: # of Proposed Lots: # of Proposed Units:

Owner Information and Authorization:

Name:

Company Name:

Address:

Telephone: Email:

CHECK ONE OF THE FOLLOWING:

- I will represent the application myself; or
I hereby designate (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this development application.

I hereby certify that I am the owner of the property and further certify that the information provided on this development application is true and correct. By signing below, I agree that the City of Denton (the "City") is authorized and permitted to provide information contained within this application to the public.

Owner's Signature: Date:

STATE OF TEXAS COUNTY OF BEFORE ME, a Notary Public, on this day personally appeared (printed owner's name) the above signed, who, under oath, stated the following: "I hereby certify that I am the owner, for the purposes of this application; that all information submitted herein is true and correct."

SUBSCRIBED AND SWORN TO before me, this the day of, 20.

Notary Signature

(seal)



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Please note that this checklist is intended to assist developers and design professionals in the preparation of submittals for DRC review and are generally what is needed to facilitate the review of the proposed **Alternative Development Plan**. A submittal of a complete application will facilitate a timely review. Failure of the applicant to provide required information or obtain a waiver from the DRC Chair will result in application not being processed. Under special circumstances, additional items may be required through the Development Review Committee process prior to approval.

Items to be submitted:

- Application and Checklist.**
- Associated Fee(s):** as listed on the **Development Review Fee Schedule**.
- Project Narrative:** Written proposal for the project. Describe the proposed deviation from Subchapter 13 of Denton Development Code and proposed mitigation measures. **Refer to the attached Project Narrative Guidelines.**
- Site Layout Exhibit:** Site Layout Exhibit will be drawn on a sheet size of 24" x 36". Smaller or larger sheet size may be accepted only if approved by Development Review Committee (DRC) Chair. Site Plans will be drawn to a scale no smaller than 1" = 60' unless otherwise approved by the DRC Chair. **Refer to the attached Site Layout Checklist.**
- Landscape Plan:** Landscape Plans will be drawn on a sheet size of 24" x 36". Smaller or larger sheet size may be accepted only if approved by Development Review Committee (DRC) Chair. Landscape Plans will be drawn to a scale no smaller than 1" = 60' unless otherwise approved by the DRC Chair. **Refer to the attached Landscape Plan Checklist.**
- All documents shall bear appropriate seals, stamps or other validations/certifications of work as applicable in accordance with State law and local requirements.
- Legal Description:** 1) a subdivision reference or 2) a metes and bounds description of the property prepared and sealed by a registered land surveyor.
- Copies of Deed or Owner Authorization Letter**
- Alternative Development Plan Application & Checklist:** I have reviewed the checklist and all submittals for completeness and accuracy.
- All documents are required to be PDF files, each sheet will be a single item and will be uploaded into ProjectDox.**

Project Narrative Guidelines:

The purpose of this narrative statement is to provide information on how the proposed deviation meets the criteria set forth in Subchapter 35.13.5 of the Denton Development Code (DDC). This written narrative should address the criteria listed below and expand upon the proposed uses/activities, why the proposed deviation(s) are necessary, how they will improve the potential utilization of the site and what site design features are offered as mitigation for the proposed deviation(s).

Criteria for Approval - The goals and objectives which must be met and by which the proposal are judged are:

1. Preserve Existing Neighborhoods.
2. Assure quality development that fits in which the character of Denton.
3. Focus new development to activity centers to curb strip development and urban sprawl.
4. Ensure that infrastructure is capable of accommodating development prior to the development occurring.
5. Ensure that the developer's alternative proposal results overall in a high quality development meeting the intent of the design standards in Subchapter 13 of the DDC.



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In addition, the narrative statement is to provide information on the effects that the proposed development or land use action will have on the existing area related to transportation facilities, environmental resources, water, wastewater, solid waste

collection, parks and recreation and other utilities. The project narrative assists staff with the analysis necessary to address concerns regarding compatibility with adjacent land uses and adequate public facilities. The following is to be used as a guide in drafting the project's narrative statement:

1. Project Description/Summary
2. Site History (past land development applications, platting, etc)
3. Surrounding property uses
4. Existing Site Conditions
 - a. Topography
 - b. Hydrology
 - c. Existing Land Uses
 - d. Existing Circulation (vehicle and pedestrian)
 - e. Existing Open Space, Recreation and Preservation Area
 - f. Existing Infrastructure and Utilities
 - Potable Water
 - Wastewater
 - Storm water
 - Solid Waste
 - Electric
5. Proposed Site Conditions
 - a. Proposed Land Uses
 - Proposed Topography
 - Proposed Hydrology
 - Proposed Land Uses
 - Proposed Circulation (vehicle and pedestrian)
 - b. Proposed Infrastructure and Utilities
 - Potable Water
 - Wastewater
 - Storm water
 - Solid Waste
 - Electric
6. Proposed Open Space, Recreation and Preservation Area
7. Proposed mitigation measures for nuisance abatement
 - a. Address compatibility concerns regarding noise, odor, fumes, dust, lighting, sufficient landscaping and screening created by the development.
 - b. Address consistency with requirements of the Denton Development Code (DDC) and goals, policies and objectives of the Denton Plan.

Site Layout Checklist:

- 24" x 36" sheet(s) at a minimum scale equal to 1"=60'
 1. If there are multiple sheets, clearly depict match lines where sheets join.
 2. Number all sheets.
- Provide a date, north arrow, scale (minimum 1"=60') and legend.
- Provide a vicinity map which clearly shows the site in relationship to its surrounding area (scale no less than 1"= 1 mile)
- Provide the following information on the site layout clearly and legibly:
 1. Depict phase lines of the project if proposed to be constructed in phases.



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2. In a data table provide the estimated calculations:
 - a. Estimated time of completion of the project by phase.
 - b. Total project acreage.
 - c. Proposed densities for each dwelling units by type and approximate total number of dwelling units by type.
 - d. Proposed floor area ratio (FAR) for all non-residential land uses and gross floor area (GFA) for all non-residential buildings by type.
 - e. Lot coverage (percentage of imperious surface).
 - f. Landscaped (percentage of pervious surface).
 - g. ESA acreage calculation.
 - h. Proposed number of stories and the height of all structures.
 - i. Parking calculation per the requirements of Subchapter 14 of the DDC.
3. Depict a typical detail of a parking space.
4. Depict the zoning and future land use designation on site and on the properties immediately adjacent within 150 feet of the property boundaries.
5. Delineate flood zones, floodways and ESAs on site and within 150 feet of the property boundaries.
6. Indicate and dimension proposed lot lines, land uses, structures, facilities, easements, open space areas (including buffer yards), parking, loading areas and vehicular circulation.
7. Depict a typical lot layout for all housing types including footprints, setbacks and driveways.
8. Depict the location of proposed signs and solid waste revetment.

Note: In addition to the general information that must be shown on the site plan, detailed information, as it pertains to the request may be required. Staff will discuss any additional information deemed appropriate and necessary to process the application with the application based on the specifics of the application submitted during the project review.

Landscape Plan Checklist:

- Provide project name, date, north arrow, scale vicinity map, and legend.
- Provide Street names for existing and proposed public and private streets.
- Provide lot layout with dimensions for lot lines.
- Provide zoning designations of the proposed development and adjacent zoning designations.
- Provide location and use of proposed and existing buildings.
- Indicate buildings to remain and buildings to be removed.
- Indicate phase lines of project if proposed to be constructed in phases.
- Label public and private easements, right-of-ways, and sidewalks.
- Label underground and overhead utility lines.
- Identify parking areas and parking spaces.
- Provide landscape summary table to show species, quantity, and size:
 1. Identify individual tree symbols on plan by species initials.
 2. Identify mitigation trees by an M beside each tree symbol.
- Provide a landscape data table that includes:
 1. The square footage of the lot excluding easements and right-of-ways, and the square footage of the lot including



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easements and right-of way.

2. The square footage of lot covered by new tree canopy. Calculate percentage of approximate mature canopy based on lot area excluding easements and right-of-ways.
3. The square footage and percentage of the lot in pervious landscaped areas.
Calculate percentage of landscape area based on lot area including easements and right-of-ways.
4. The total square footage of impervious parking areas.
5. The total square footage of pervious parking areas.
6. The total square footage and percentage of landscaped parking areas.
7. The total square footage and percentage of parking lot tree canopy. Calculate parking lot tree canopy based on square footage of impervious parking areas used for vehicle maneuvering, parking, and loading.