



Zoning Compliance Plan Checklist

The Zoning Compliance Plan comprises a single sheet, or multiple sheet site planning document, as well as supplementary tree preservation and landscape planning documents identified below in Section 4. Additional preliminary engineering documents are beyond the scope of this application.

The following items must be submitted for the application to be considered complete.

****Labeling Your Submittals – Follow with All Documents Submitted**

- **Project Number – [First/Second/Third] Submittal [Document Title]**
 - Examples:
 - ZCP21-0001 – First Submittal Narrative
 - ZCP21-0001 – First Submittal ZCP Checklist
 - ZCP21-0001 – Second Submittal Landscape Plan
- ****Your submittal will be deemed incomplete if your files are not properly labeled.**

Section 1: ZCP Format and General Standards:

- 1.0 Project Narrative
- 1.1 North arrow, written and graphic scale, and vicinity map.
- 1.2 Provide a legend if any symbols or abbreviations are used on the plan graphic.
- 1.3 A title block located in the lower right-hand corner of the plan sheet containing: Date of preparation; project name; city assigned project number; plan preparer name, address, and phone number; owner and/or developer name, address, and phone number; subdivision name, block and lot; total SF of lot; existing zoning, and proposed land use.
- 1.5 Show property boundaries utilizing a bold line weight. Label distances and bearings, or curve data as appropriate.
- 1.6 Completed Site Data Table. An example is provided on the attached sheet.
- 1.7 Provide a copy of the **City of Denton’s Owner Authorization Form**, available online at www.cityofdenton.com/landdevelopment

Section 2: ZCP Graphic and Site Information

- 2.1 Label the lot’s area in square feet and acres; subdivision name, block, and lot; and deed record. Dimension and label lot width, lot depth, and required minimum setbacks.



- 2.2 Show and label the lot's development impact area.
- 2.3 Show, label, and dimension existing and proposed easements.
- 2.4 Show buildings and other structures. Label gross building area, maximum height in feet, and proposed use. Provide general building dimensions, label distances between the buildings and property lines, and label distances between buildings.
- 2.5 Show and label parking area configuration, parking structures, including on- and off-site spaces, aisles, stacking, and escape lanes. Label pavement construction.
- 2.5 Label parking stall dimensions and number of space per parking area, ADA accessible parking locations, and access routes
- 2.6 Show, label, and dimension fire lanes. Shade fire lanes with a stipple pattern. Show and label fire hydrants. Label turning radii for curbs adjacent to fire lanes. Label pavement construction. If existing fire lanes are to remain, show and label.
- 2.7 Show, label, and dimension proposed driveway approaches. Label and dimension corner clips and visibility clearances. Dimension and label distances between driveways and intersecting streets. Label pavement construction. If existing driveway approaches are to remain, show and label.
- 2.8 Show and label vehicular and pedestrian cross-access to all contiguous properties and rights-of-way. Label pavement construction.
- 2.9 Show and label sidewalks, barrier free ramps, walkways, plaza areas, and other impervious surfaces. Label pavement construction.
- 2.10 Show and label and dimension existing and proposed bicycle spaces/racks, paths, lanes
- 2.11 Provide anticipated trip generation table utilizing Institute of Transportation Engineers (ITE) figures.
- 2.12 Show and label proposed fences, required screen walls, gates and retaining walls. Label maximum height of each.
- 2.13 Show and label solid waste dumpster locations, dimensioned approach (minimum 50 feet), and screening (height and material)
- 2.14 When mechanical equipment will be placed in locations other than the rooftop, indicate the location and screening.



- 2.15 Show, label, and dimension landscape areas and compatibility landscape buffers. Provide detailed landscape design as a supplementary document and include landscape area and tree canopy calculations in the ZCP site data table.
- 2.16 Show and label Environmentally Sensitive Areas (ESAs) and the 100-year Floodplain and Floodway-
- 2.17 Show and label conceptual onsite storm water detention facilities.
- 2.18 Show and label conceptual topographic contour lines.-with drainage flow arrows.
- 2.19 Show and label existing and proposed water, sanitary sewer, and storm water lines. Label size of lines. If existing lines are to remain, show and label.
- 2.20 Show, label, and dimension open storage and loading areas including required screening and pavement construction.
- 2.21 When gas wells are present, show and label gas wells and associated improvements. Dimension distance from existing well head(s) to nearest proposed and existing structures. Dimension required reverse setbacks and equipment separation distances per DDC Sec. 6.2.2, if applicable.
- 2.22 Depict and label all overhead transmission and distribution lines intersecting or adjacent to the subject property, and dimension the distance from the lines to all existing or proposed buildings on the subject property.

Section 3: ZCP Adjacent Property Information

- 3.1 Show and label existing improvements on surrounding properties within 50-feet of common property lines. For platted properties, show lot lines and label subdivision name, block, and lot designation, and plat record information. For unplatted properties, show parcel lines and label record owner and deed record information. Label adjacent zoning and land use per Subchapter 5: Use Regulations of the DDC.
- 3.2 Show and label surrounding rights-of-way and associated centerlines. Dimension and label rights-of-way width. Show and dimension median openings and distances to nearest off-site median openings. Show, label, and provide area of right-of-way dedications.
- 3.3 Show and dimension turn lanes and deceleration lanes with associated storage and transition areas.



- 3.4 Show and label off-site parking proposed through a shared parking agreement.

Section 4: Supplementary Sheets –Tree Survey & Preliminary Preservation/Replacement Plan, Preliminary Landscape & Street Tree Plan, and Erosion Control Plan

- 4.1 Tree Survey & Preliminary Preservation/Replacement Plan: Inventory all trees within the development impact area and identify trees that are proposed to be preserved or removed with the proposed development. Submittal shall include:
 - 4.1.a A physical plan depicting the tree locations, tree inventory, and a tree mitigation worksheet per DDC Section 7.7.4E.
 - 4.2.b An MS Excel file comprised of the Tree Inventory and Mitigation Worksheet data – editable spreadsheet available online at www.cityofdenton.com/development.
- 4.2 Preliminary Landscape & Street Tree Plan: Provide a physical plan demonstrating compliance with the landscape point system, tree canopy, landscape area, street tree, buffering, and fence/screening requirements of Subchapter 7.7 of the DDC. Plan should include a landscape data table demonstrating compliance with applicable landscape requirements (see Landscape Plan checklist below), and which should identify the tree canopy calculation methodology that was utilized for the project (DDC Section 7.7.5.C.1.B).
- 4.3 Erosion Control Plan: When staff has confirmed no Civil Engineering Plans (CEP) would be required, provide an Erosion Control Plan on a separate sheet. Show and label the plan per the Stormwater Design Criteria Manual 3.12.
 - 4.3.a A CEP will not be required with this project and a copy of the Erosion Control Plan has been provided.
 - 4.3.b The Erosion Control Plan will be provided with the CEP.

Site Data Table Example (Provide separate tables on the plan sheet for a multi-lot plan)

Item	Required	Provided
General Site Data		
Lot Area (square feet & acres)		
Building Footprint Area (square feet)		
Total Building Area (square feet)		
Building Height (feet – distance to tallest building element and number of stories)		



Building Coverage (percent – x.xx%)		
Development Impact Area (square feet)		
Multifamily Units		
# of efficiency or 1 bedroom/Minimum unit size		
# of 2 bedrooms/Minimum unit size		
# of 3 bedrooms/Minimum unit size		
# of 4 bedrooms/Minimum unit size		
Total Unit Count		
Parking		
Parking Ratio (from Denton Development Code)		
Provided Parking (# spaces)		
Accessible Parking Provided (# spaces)		
Bicycle Spaces Provided (# spaces)		
Parking in Excess of 125% of required parking (# spaces)		
Landscape Area		
Open Space (square feet and x.xx%)		
Landscaped Area (square feet and x.xx%)		
Tree Canopy (square feet and x.xx%)		
Permeable Area		
Permeable Pavement (square feet)		
Other Permeable Area within the lot not including landscaping		
Impervious Area		
Building Footprint Area (square feet)		
Area of Sidewalks, Pavement & other Impervious Flatwork (square feet)		
<i>Total Impervious Area</i>		



Landscape Plan Checklist

A Landscape Plan shall be submitted for all Specific Use Permits, Site Plans, or Building Permits (multi-family, commercial, institutional, and industrial developments/redevelopments) in accordance with the Denton Development Code Sections 7.7.5, 7.7.6, and 7.7.7, as amended.

All landscape plans shall be drawn and sealed by a registered landscape architect.

The following items are required in order for the submittal to be considered complete:

Items Required on Landscape Plan:

- 1.1 **Delineate and dimension the following:**
 - 1.1 Property boundary
 - 1.2 Development Impact Area, if used to calculate required Tree Canopy
 - 1.3 Building footprints
 - 1.4 Environmentally Sensitive Areas
 - 1.5 Preserved habitat areas
 - 1.6 Public and private easements
 - 1.7 Buffer areas
 - 1.8 Right-of-way screening areas
 - 1.9 Parking lot landscaping areas
 - 1.10 Low Impact Development (LID) areas. If proposed, a detail of the design must accompany the Landscape Plan.
- 2.1 Location of all proposed plantings
- 3.1 Location of all proposed trees
- 4.1 Dimension street tree location and spacing
- 5.1 Location, materials, and height of all fencing
- 6.1 Label adjacent land uses
- 7.1 Label all symbols, shading, and line types or provide a Legend
- 8.1 The following tables:

Overall Site Data Table		
	Required	Proposed
Lot size in square feet		
Zoning District		
*Development Impact Area in square feet OR Footprint of proposed buildings in square feet		
Landscaped area (in square feet and percentage)		
Tree Canopy at maturity (includes preserved tree canopy as approved by the Tree Preservation Plan)		



Number of Street Trees		
Landscaping Point Data Table		
Section A. Right-of-Way Elements	Points	Provided
A landscaped berm with a maximum 3:1 side slope on both sides	5	
One large canopy tree planted every 40 linear feet	5	
Three small accent trees clustered every 30 linear feet when space does not permit large canopy trees	5	
A minimum three-foot high continuous hedge of evergreen shrubs	5	
A minimum three-foot high continuous wall made of any combination of wrought iron, masonry, or stone. If wrought iron is used, vines shall be planted every 10 feet on center on the wrought iron to create a more opaque wall.	5	
Section B. Parking Lot Landscaping Elements (Minimum 2)	Points	
Internal landscape islands with an area of at least nine feet by 18 feet containing at least one large canopy tree placed evenly at an average of one for every ten spaces (or portion thereof). For lots of ten spaces or less, at least one internal landscape island is required but does not have to be centrally located within a row of parking spaces,	5	
End caps with an area of at least 9-feet by 18-feet containing at least one large canopy tree.	5	
A landscape median of at least 8-feet wide running the length of a parking row and containing at least one large tree per 30 linear feet.	5	
Section C. Other Site Landscaping Elements	Points	
A minimum 10-foot wide area provided for the length of the building frontage between the front of the building and the parking lot and containing a five-foot wide landscaped area abutting the building wall. This area may be paved as a walkway if pots or planters are provided along at least 75 percent of the building frontage.	3	
Each planted tree meets or exceeds four caliper inches at the time of planting.	5	
At least 75 percent of plants proposed are drought-tolerant as indicated in the approved landscape plant list or adaptive to Denton’s plan hardiness zone as	5	



determined by the US Department of Agriculture.		
Landscape area provided exceeds required minimum by an additional 10 percent or more.	3	
No more than 30 percent of landscaped areas are covered in turf grass.	3	
Tree canopy exceeding minimum requirement by an additional 25 percent or more	3	
A mixture of bioswales, grassed swales, bioretention facilities, and sand filter (low-impact design techniques pursuant to 7.7.5C.3) as described in this section. If designed as part of a parking lot island or median, points may be counted for both elements.	7	
Living walls/vertical gardens provided in a designated pedestrian area or as an architectural feature of a principal building wall. Living walls must account for at least 25 percent of the wall face.	5	
Rooftop vegetation provided as part of an engineered green roof accounting for at least 25 percent of the roof area.	5	
Butterfly or pollinator gardens that include native milkweed and nectar plants that are provided as part of a designated pedestrian amenity or plaza area and that comprise at least five percent of the required overall landscape area. Butterfly and pollinator gardens are encouraged due to Denton’s designation as a Monarch City.	5	

Buffer Data Table			
	Required Buffer Points	Proposed Buffer Elements	Proposed Buffer Points
North Property Boundary			
East Property Boundary			
South Property Boundary			
West Property Boundary			

Planting Data Table			
Planting material	Number	Size at planting	Expected Canopy (Trees only)



Development Services

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