



RESIDENTIAL PLANS DEVELOPMENT REVIEW CHECKLIST

PROVIDE COMPLETED CHECK LIST SIGNED BY PREPARER WITH SUBMITTAL

* This checklist is not all-inclusive of all City ordinances and standards.

PROPERTY INFORMATION

Pre-Submittal Meeting Date: _____

Project Name: _____ Type of Plan: _____

Location: _____

Current Zoning: _____ Proposed Zoning (if applicable): _____

Are there structures on the property? *If yes, provide the following:*

Housing Units by Type: Single-Family Units: _____ Multi-Family Structures & Unit Count: _____ / _____ Mobile Homes: _____

Development Agreement Name / Ordinance #, if applicable: _____

ZONING ORDINANCE REQUIREMENTS

[Zoning Ordinance](#)

RESIDENTIAL ZONING DISTRICTS (§2.03)

Proposed Residential Type:

Yes No Private Streets? SUP Acquired or by PD? _____
 Yes No Is a traffic impact analysis required for this development? Total Lots/Units: _____

ORIGINAL TOWN RESIDENTIAL (§2.04.04 & §9.06)

Architectural Vernacular:

Yes No For OTR, are the Downtown Architectural Design Standards met?
 Yes No Façade Plan and Documentation Pictures Submitted?

DEVELOPMENT STANDARDS (§2.06)

Setbacks: Front: _____ Side: _____ Rear: _____
Lot Size: Depth: _____ Width: _____ Area: _____
Building Height: Stories: _____ MF/TH FAR: _____ Lot Coverage: _____ %

Open Space Requirement: _____

SCREENING (§4.03)

Yes No **Screening Required?** **Type (circle one):** B1 B2 B3 B4 B5

Yes No **Grade Changes (Multifamily adjacent to Single Family)?**

If yes, please explain and provide resolution for site:

Yes No **Other Types (Multifamily only):** Loading Area Dumpsters
 Open Storage Mechanical Equipment Other: _____

RESIDENTIAL CLUSTER DEVELOPMENT OPTION (§4.10)

Yes No Is this being developed according to Alternative Subdivision Design?



RESIDENTIAL PLANS – DEVELOPMENT REVIEW CHECKLIST

MAJOR CREEK (§4.07.14 and §4.07.15)

- Yes No Is the property adjacent to a major creek?
- Yes No If yes, are requirements for development adjacent to a major creek met?
- Yes No Is a density bonus being requested for preserving land adjacent to a major creek?

SUBDIVISION ORDINANCE REQUIREMENTS

[Subdivision Ordinance](#)

Streets/ROW Widths: _____

- Yes No Are you currently meeting curve requirements?
- Yes No Are all streets intersecting at 90-degree angles?
- Yes No Street alignment/offset requirements met?
- Yes No Street names approved? Yes No Are all streets and alleys labeled?
- Yes No Are all common areas and any private maintenance dedicated to the HOA?
- Yes No Is there appropriate access to major thoroughfares and the overall street system?
- Yes No Is a Fire Lane Easement required/provided? (Townhomes, Multifamily only)
- Yes No Are connections provided to adjacent non-residential zoning?
- Yes No **Are all lots buildable?**
- Yes No Are any lots facing or fronting on major streets?
- Yes No Are all lots meeting frontage requirements?
- Yes No Each Block labeled? Yes No Lots numbered consecutively?
- Yes No Distance requirements met for lots facing a street intersecting a thoroughfare or fronting on a collector street?
- Yes No **Are requirements for street lengths met?**
- Yes No Do any blocks exceed 1,200 feet in length? Yes No Two tiers of lots per block?
- Yes No All front building lines and side building lines adjacent to alleys/streets labeled?
- Yes No Is a lot detail provided for each lot type within the subdivision?
- Yes No Has the City waived alleys?
- Yes No Are all easements labeled?
- Yes No **Is there floodplain on the site?** Yes No 100-Year Floodplain delineated on plat?
- Yes No Is access provided to the floodplain? Yes No FFE provided for adjacent lots?
- Yes No Are criteria for residential development along major creeks being met?
- Yes No Are wetland delineation, habitat study, and vegetative study included with plat?
- Yes No Is a minimum 50-foot ROW on streets adjacent to 100-year floodplain?
- Yes No **Is the hike-and-bike trail delineated according to the Hike & Bike Trail Master Plan?**
- Yes No Are parks easy to access and open to public view?
- Yes No Park, School, or Public Land Dedication required?
- What thoroughfare screening option is being applied to the subdivision?** _____
- Yes No Are screening details and landscape plans provided?
- Yes No Are screening, landscape detail, and wall maintenance easements clearly delineated?

I HEREBY CERTIFY THAT ALL OF THE ABOVE REQUIREMENTS HAVE BEEN MET IN THE PLANS SUBMITTED.

Name of Owner or Project Representative (please print)

Signature of Owner or Project Representative

Phone Number

Fax Number

E-Mail Address