

SITE PLAN APPLICATION

SECTION 1. APPLICANT/OWNER INFORMATION Please Print or Type

Applicant/Developer: Greenway-Keller, L.P.
Street Address: 2808 Fairmont Street, Suite 100
City: Dallas State: TX Zip: 75201
Telephone: 214 880 9009 Fax: _____ E-mail: mark@greenwayinvestment.com
Applicant's Status: (Check One) Owner ☒ Tenant ☐ Prospective Buyer ☐

Property Owner must sign the application or submit a notarized letter of authorization.

Owner: Same as above
Street Address: _____
City: _____ State: _____ Zip: _____
Telephone: _____ Fax: _____ E-mail: _____
Signature of Applicant [Signature] Signature of Owner [Signature] Printed Name of Owner GREENWAY-Keller, L.P.
Date: 12-20-18 Date: 12-20-18

Engineer/Architect: DR Rankin PLLC Contact Name(s): Don Rankin
Street Address: 2321 Daybreak Trail
City: Plano State: TX Zip: 75093
Telephone: 972-378-0683 Fax: _____ E-mail: drr@drankin.com

SECTION 2: GENERAL SITE INFORMATION

Legal Description: Lot(s): 2 Block(s): A Subdivision: GREENWAY KELLER ADDN
Name: _____
Street Address: Keller Pkwy - Immediately adjacent to Natural Grocer
Current Zoning: (TC) Town Center Proposed Zoning: N/A
Current Use of Property: UNDEVELOPED
Proposed Use of Property: RETAIL & RESTAURANT
Square Footage of Existing Building(s): N/A
Square Footage of Proposed Building(s): 12,000 SF

Note: A special drainage meeting may be required.

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SECTION 3. CHECKLIST

(Please provide each of the items below & initial next to each item)

Site Plan Sheet



The application fee



Seven (7) 22" x 34" or 24" x 36" copies are needed, collated and folded to 9" x 12" paper size; electronic copy is recommended upon submittal date.



Site Plan Sheet

- Title Block in lower right hand corner of site plan to include:
 - Project's name.
 - Name, address, telephone number, fax number, and contact person of the Applicant.
 - Name, address, telephone number, fax number, and contact person of the Owner.
 - Name, address, telephone number, fax number, and contact person of the preparer (Architect or Engineer).
 - Address and/or legal description of the project (addition's name, lots, and blocks).
 - Total acreage and zoning.
 - Date of preparation and dates of revisions, if any (as the site plan is revised, add dates of revision to each submittal)



A summary table showing:

- Total building square footage.
- Number of required parking spaces (show calculations based on building usage).
- Number of provided parking spaces (number of handicapped parking spaces shall not be included as part of required parking spaces).



Graphic Scale labeled with scale used.



North arrow oriented to the top or right of sheet.



Vicinity map of the City Base Map with scale of 1"=1,000' with site location shaded.



Distances and bearings of all lots.



Cross section of proposed streets, alleys, and parking lots, showing the width and type of pavement and the location and width of sidewalks.



The footprints of all proposed buildings or structures.



Setback lines as required by the respective zoning district.



The names and widths of rights-of-way and pavement of existing and proposed streets and alleys.



All curbs or pavement edge and lane striping on adjacent streets with dimensions.



Driveway and sidewalk locations with dimensions and curve radii labeled.



Parking layout, including maneuvering, loading, and unloading areas.

ARTICLE NINE **Unified Development Code**

Adopted: July 7, 2015



☒	Location of existing and proposed drainage structures with sizes and dimensions clearly labeled.
N/A	Location of 100-year floodplain and floodway.
N/A	Location of proposed improvements in relation to Areas of Special Flood Hazard.
☒	Elevation from mean sea level of new or substantially improved structures.
N/A	A certificate from a Texas-registered Professional Engineer or Architect that states non-residential flood proofed structures meet the criteria contained in the Flood Plain Ordinance.
N/A	Description of the extent to which any watercourse or natural drainage will be altered or relocated as a result of the proposed development.
Landscape Plan - prepared by a Texas Registered Landscape Architect	
☐	A minimum scale of 1" = 50'
☐	Name of preparer.
☐	Date of preparation.
☐	North arrow oriented to the top or right of the sheet.
☐	Location and spacing of all plants and landscaping materials and features to be used, including paving, benches, and fountains.
☐	Species, quantity, and size of all plant materials to be used.
☐	Location, size, and species of all trees to be preserved ("tree stamps" may not be used unless they indicate the true size and location of trees).
☐	Depth of pond, if applicable.
☐	Topography.
☐	Description of provisions for maintenance.
☐	A note that states that all landscaped areas will be irrigated and that detailed irrigation plans will be submitted with construction plans.
☐	A note that all landscaped areas are to be maintained in accordance with City regulations.
☐	Location and size of all other utilities existing and/or proposed, underground or overhead, including private transmission lines.
☐	Any required mitigation trees are marked with an "M" and are in addition to required landscaping trees.

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Aerial Overlay



A recent aerial photograph must be submitted (if applicable) in either 11" x 17" or 8.5" x 11" format with an attached transparent overlay.



All property lines and easements.
The footprints of all proposed buildings or structures.



Driveway and sidewalk locations.

Tree Survey/Preservation Plan



Show location of trees on property with individual tree identification number



Footprint of proposed structures, fire lanes, future and existing grading contours, all rights-of-way, utility and drainage easements.



Add corresponding table with tree identification number, species common name, species Latin name, status of tree "protect" or not-protected", status of tree "remove" or "preserve"



Summary table including: total number of trees, total number of trees removed, total number of trees exempt from mitigation requirements due to location, 20% of remaining trees (once those exempt are factored out), mitigation required based on removing more than the 20% allowance.



All tree surveys and preservation plans shall be in accordance with Article 8.11.

Additional Information



UDC Variance Request as described in Section 2.08 - Procedures for Variances from the Regulations of the Code, if applicable.



The Planning Manager, Planning and Zoning Commission, or City Council may require additional information or drawings, operations data, or expert evaluation when considering the application, including traffic studies and drainage studies.