

	FOR OFFICE USE ONLY	
Case No:		
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Date Subr	mitted:	

GENERAL DEVELOPMENT PLAN APPLICATION

Complete text	of requirements in Alle	UBMITTAL REQUIREME n Land Development Co ww.cityofallen.org	ENTS ode can be found on website at
n/a_Application fee (Fourteen (14) co An electronic ve submittal	opies 24 x 36, and one (1) 11 x 17 (everything mus must be emailed to <u>mmol</u>	st be folded) – for TRC nan@cityofallen.org on the day of
PROPOSED SUBDIVIS	SION		
` ,	• •	TOTAL ACRES	
ZONING CLASSIFICATIO	N		
GENERAL LOCATION			
LEGAL DESCRIPTION			
Name	IANAGER'S INFORMATION (I		City
			City
PROPERTY OWNER'S IN			
Street Address			City
			City
State		Email Address	
State Phone Number ARCHITECT OR ENGINE	Zip Code ER'S INFORMATION:	Email Address Fax Number	
State Phone Number ARCHITECT OR ENGINE Name	Zip Code ER'S INFORMATION:	Email Address Fax Number	
State Phone Number ARCHITECT OR ENGINE Name Street Address	Zip Code ER'S INFORMATION:	Email Address Fax Number	

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Street Address			_ City
Signature of Owner, Ager	t or Applicant	-	Da
F SIGNED ABOVE BY C	THER THAN THE OWN	NER, THEN THE STATEMENT BEL	LOW MUST BE COMPLETED:
, pehalf regarding the zoning		er of this property, do hereby authoriz	ze to act on n
		_	Own
STATE OF TEXAS	§ §		
3001111 01 00221		day paraapally appeared	, known
STATE OF TEXAS COUNTY OF COLLIN	§ §	day paragrally appeared	, kno
BEFORED ME, the under me to be the person whos	se name is subscribed to sideration therein express	o the foregoing instrument, and acknownsed. GIVEN UNDER MY HAND and	owledged to me that he/she executed the sam d seal of office this day of

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CHECKLIST TO BE SUBMITTED WITH GENERAL DEVELOPMENT PLAN APPLICATION

 A proposed layout drawn to a scale of T = 200 of larger.
 True north shall be clearly indicated and located to the top and left of the study.
 Arrangement and connection of streets with adjacent properties.
 The names of adjacent additions or subdivisions or the name of record of owners adjoining parcels of unplatted land.
 General location and size of school sites, park and recreation areas, and other public areas.
 Location of proposed shopping centers, multifamily residential, and other land uses.
 Proposals for water, sewer, and drainage systems in relation to master plans where they exist for these facilities.
 Proposals for services furnished by private utility companies.
 Summary of uses by type, number, and acreage.
 Identification of any flood prone areas and general proposals for such areas.
 Identification of any tree cover containing 6 or more trees with a caliper of 6 inches or more that is outside the floodplain that may be disturbed by proposed streets or alleys in order to reduce the destruction of trees.
eneral Development Plan shall be accompanied by a tree survey signed and sealed by a certified to rregistered landscape architect, which will include the following:
 Legal Description
 Date of Preparation
 North Arrow
 Name, address and phone number of owner
 Name, address and phone number of preparer
 Caliper of all trees 6 inches or larger, and any tree for which tree preservation credits will be requested.
 Location and common name of species
 Identification of all trees to be removed
 Identification of caliper, common name of species, and location of trees that are to be used as replacement trees

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 Identification of caliper, common name of species, and location of existing trees that are to be used for credits
 Zoning of Property
 Recordation information identified as either Deed Records (DRCCT) or Plat Records (PRCCT).
 Documentation of agricultural tax status if exemption is requested.
 Tree Loss Mitigation Plan that identifies species, location, and schedule for planting replacement trees.
 A Concept Plan submitted for the purpose of securing zoning approvals may be accepted as a General Development Plan if it meets the requirements of this section.
 The plan shall include existing driveways within 200 feet of the site.
 The plan shall include existing or proposed median openings within 500 feet of the site.
 Hike and bike trails.
 If there are no trees located on the site or in a fence row adjacent to the site, the property owner or his authorized agent shall submit a notarized affidavit attesting to the fact. A tree survey will not be required for property within open space or floodplain areas to be dedicated to the city or within any conservation easement.

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TREE SURVEY AND MITIGATION CHECKLIST

This checklist is a reference tool to assist in the preparation of tree surveys and tree mitigation plans submitted in the development platting process. This list is intended to be used in conjunction with Article 7.06 of the Allen Land Development Code and not as a substitute for the code in matters of interpretation.

The Platting Process

The City of Allen has a three-stage platting process intended to give both developers and City staff a progressively detailed understanding of a project and its particular requirements. This process begins with the preparation and submittal of a General Development Plan (GDP), followed by a Preliminary Plat and lastly a Final Plat.

Tree Survey

Tree preservation issues for each development are identified early in the platting process. Each developer is required to submit a Tree Survey and a Tree Loss Mitigation Plan (see below) with his or her General Development Plan. This survey includes those items listed below and in Section 8.03.2.3.I of the Land Development Code. The survey, as an overlay to the GDP must clearly indicate all proposed development (buildings, streets, alleys, etc.), trees 6" and larger, and any tree to be preserved for credit against mitigation requirements, as well as the following:

Property Legal Description

Date of Preparation

North arrow

Name, address and phone number of owner

Name, address, and phone number of preparer

Caliper of all trees 6" in caliper or larger, and any tree for which tree preservation credits will be requested

Location and common name of tree species

Identification of all trees to be removed

Identification of caliper, common name of species, and location of trees that are to be used as replacement trees

Identification of caliper, common name of species, and location of existing trees that are to be used for credits

Zoning of Property

Tree Loss Mitigation Plan

If the removal of protected trees requires Replacement Trees, a separate Tree Loss Mitigation Plan shall be prepared and submitted with the Tree Survey at the time of GDP submittal. This plan must show the location and species of replacement trees and provide a schedule of trees to be planted, and a schedule for the timing of the installation of the trees.

Floodplain, Open Space and Conservation Easements

Tree surveys are not required for portions of the property which are in floodplain or open space areas to be dedicated to the City of Allen or in conservation easements (unless the applicant wishes to document positive credits to offset trees removed with the development).

FAQ's

How Detailed Does the Tree Survey Have to Be?

The trees represented on the Tree Survey must be accurately and legibly identified and located on the survey by numbering. A recommended table for tree representation should include:

Tree Number/Common Name/Caliper (DBH)/Protected (y/n)/Removed (y/n)/Pos. Credits/Neg. Credits.

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Who Prepares a Tree Survey?

Most surveys are prepared by a registered public land surveyor who is trained in the use of field survey instruments. The survey plan itself must be signed by a certified arborist or a registered landscape architect, in order to ensure accurate identification of tree species.

No Trees on Your Property?

If there are no trees on your property, either within the property boundary or along a fence row adjacent to your property, you must submit a notarized affidavit attesting to this fact.

What if a Tree is Dying, Dead or in Poor Condition?

Such conditions must be identified on the plan by an Arborist, and become subject to inspection by the City for verification.

Call City Urban Forester at 214-509-4720 with questions regarding tree removal and/or mitigation.

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SUBMITTAL SCHEDULE GENERAL DEVELOPMENT PLAN

The Department of Planning & Development accepts applications until <u>5:00 p.m. on Friday.</u> Submittals will be reviewed by departments and on the 11th day after a submission (Tuesdays at 9:00 a.m.) the Technical Review Committee (TRC) will review the submission with the applicants/consultants. Applicants/consultants are encouraged to attend. After review and staff approval, the General Development Plan will be placed on the next available Planning & Zoning Commission meeting agenda.

PLAT SUBMITTAL COPY REQUIREMENTS

Please submit all 24 x 36 copies in blackline, and FOLDED (into 8½ x 11)

Submission to Technical Review Committee (TRC)

General Development Plan

Application (no fee required)
Plan - 14 copies 24 x 36, 1 copy 11 x 17

Preliminary Plat

Application and Fee - 1 copy
Preliminary Engineering, including illumination and traffic plan - 3 copies
Preliminary Plat - 14 copies, 24 x 36; 1 copy 11 x 17
Deed Restrictions and/or Homeowners Association documents - 1 copy
Current zoning - 1 copy

Final Plat/Replat

Engineering approval, including illumination and traffic plan
Application and fee - 1 copy
Final Plat - 14 copies, 24 x 36, 1 copy 11 x 17
Tax Certificate - original
Deed Restrictions and/or Homeowners Association documents (approved) - 1 copy
Table of lot sizes - 1 copy

Combination Plat

Same as Final Plat, plus

Tree survey and tree loss mitigation plan - 3 copies 11 x 17 (or 24 x 36 if needed for legibility)

Amended or Minor Plat

Application and fee - 1 copy Plat document - 2 copies, 24 x 36 Tax Certificate - original

Submission to Planning & Zoning Commission

Application and fee - 1 copy
Plat document - 15 copies 24 x 36 and 4 copies 11 x 17
Send plat electronically in both .pdf and.jpg format to mmohan@cityofallen.org

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