

# ***DEVELOPMENT SITE PLAN REVIEW***

## **Information & Application**

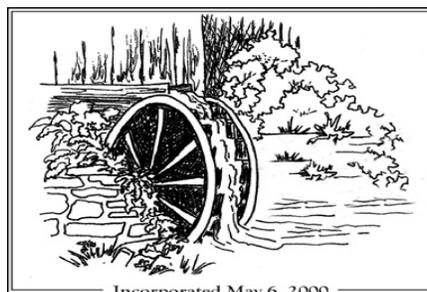
**Review and approval of the Development Site Plan by the City Administrator and/or the Planning and Zoning Commission is required for these types of developments:**

- **Single Family Residential Zoned Lots w/over 15% slope (Level 1)**
- **Non-Residential Development (Level 2)**
- **Multi-Family Developments (Level 2)**
- **Mobile Home Parks (Level 2)**
- **Conditional Use Permit (Level 2)**
- **Wimberley Planned Development District (WPDD) (Level 2)**
- **Amateur Wireless Facility (Level 2)**

**Approval of the ‘conceptual’ land use site plan, if submitted with a zoning or subdivision application, constitutes confirmation that the development plan for the site complies with Wimberley ordinances and site development regulations. It is *not* a permit for construction.**

**The final, engineered site plan must be approved prior to the beginning of site development and/or the issuance of building permit(s). Approval of the engineered plan authorizes the beginning of site construction such as temporary erosion controls, clearing, rough grading, drainage facilities, utility services, parking lots, sidewalks, drives and landscaping.**

**No building construction may begin on the site prior to the issuance of a Building Permit by the City of Wimberley. [*Section 155.003(C), Wimberley Comprehensive Zoning Ordinance.*]**



# Development Site Plan Review Submittal

File Number: SD \_\_\_\_\_

Zoning Case No. \_\_\_\_\_

## *Type of Development Plan:*

- Preliminary Concept Plan (not subject to approval process)
- Concept Plan (shows specific conformance to the applicable zoning district) §155.077(B)
- Site Plan (detailed plans that completely define the development) §155.077
  
- Residential    Non-residential    Multi-family    Mobile Home    CUP    WPDD

OWNER'S  
NAME: \_\_\_\_\_

PROJECT  
NAME: \_\_\_\_\_

PROJECT STREET ADDRESS (or Range):  
\_\_\_\_\_  
\_\_\_\_\_  
ZIP \_\_\_\_\_

## **OWNER & PROJECT DATA**

### **SITE DATA:**

ACRES \_\_\_\_\_ (OR)      SQ.FT. \_\_\_\_\_      NO. of TRACTS \_\_\_\_\_

ZONING: \_\_\_\_\_

EXISTING USE: \_\_\_\_\_      PROPOSED USE: \_\_\_\_\_

## **RELATED CASES, IF APPLICABLE**

Active Zoning Case?      (YES / NO)      FILE NUMBER: \_\_\_\_\_

Building Permit?      (YES / NO)      FILE NUMBER: \_\_\_\_\_

Subdivision?      (YES / NO)      FILE NUMBER: \_\_\_\_\_

Sign Permit?      (YES / NO)      FILE NUMBER: \_\_\_\_\_

**OWNER SIGNATURE**

My signature attests to the fact that the attached application package is complete and accurate to the best of my knowledge. I understand that City review of this application is dependent upon the accuracy of the information provided and that any inaccurate or inadequate information provided by me/my firm/etc., may delay the review of this application.

SIGNATURE: \_\_\_\_\_ NAME: \_\_\_\_\_

FIRM NAME: \_\_\_\_\_ TELEPHONE NUMBER: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**OR**

AGENT / PRINCIPAL CONTACT SIGNATURE (If applicable)

SIGNATURE: \_\_\_\_\_ NAME: \_\_\_\_\_

FIRM NAME: \_\_\_\_\_ TELEPHONE NUMBER: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ TELEPHONE NUMBER: \_\_\_\_\_

EMAIL: \_\_\_\_\_

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**OFFICIAL USE ONLY**

SUBMITTAL DATE: \_\_\_\_\_ FILE NUMBER(S) \_\_\_\_\_

TENTATIVE PC DATE: \_\_\_\_\_

TENTATIVE CC DATE: \_\_\_\_\_ (if applicable)

FEES PAID: \_\_\_\_\_ Received by: \_\_\_\_\_

APPLICATION ACCEPTED BY: \_\_\_\_\_

APPROVAL: P&Z (date) \_\_\_\_\_ Council (date) \_\_\_\_\_

**SITE PLAN SUBMITTAL CHECKLIST  
(Development Site Plans)**

- Complete Development Plan Review Application Form.
- 3 Sets Construction site plans drawn to scale (24” by 36”) showing information set forth in Section 46.3 as listed below
- Application Fee: \$250 + additional review costs that may occur.
- Verification that all taxes and assessments on the subject property have been paid.

***WHAT MUST BE INCLUDED ON SITE PLANS:***

<p><b><u>Level 1. Development Plan Review submissions shall include at least the following:</u></b></p> <p><u>1. A map of 11 x 17 inches (tabloid size) drawn to scale with the scale and north direction shown, which shall show information including but not limited to the following:</u></p> <p><u>a. Legal configuration, area and dimensions of the property.</u></p> <p><u>b. Location and identity of contiguous streets or roads.</u></p> <p><u>c. Locations of existing buildings and other structures.</u></p> <p><u>d. Location and description of existing and proposed utility services and easements, including size of water and sewer mains and laterals.</u></p> <p><u>e. Maximum areas and/or extents for proposed or future buildings and structures.</u></p> <p><u>f. Maximum areas and/or extents of roads, driveways, parking areas and intersections with City streets or roads.</u></p> <p><u>g. Areas reserved as open space, parks, playgrounds or school sites.</u></p> <p><u>h. Areas and/or extents of setbacks including special setbacks required to reduce impacts on adjacent property.</u></p> <p><u>i. Areas of screening features required to reduce impacts on adjacent property.</u></p> <p><u>j. Areas and/or extents of storm water detention and filtration facilities.</u></p> <p><u>k. Areas and/or extents of on site waste water treatment facilities.</u></p> <p><u>m. Areas of steep slopes (greater than fifteen percent (15%)). A separate or included topographic map with interval no greater than ten (10) feet may be required.</u></p> <p><u>n. Areas encompassing natural water courses, caves, sinkholes, aquifer recharge features, creeks and bodies of water</u></p>	<p><b><u>Level 2. Development Plan Review submissions shall include, but may not be limited to, the following:</u></b></p> <p><u>1. A map of 24 x 36 inches drawn to scale with the scale and north direction shown, which shall show all the information required by Level 1.1 plus information including but not limited to the following:</u></p> <p><u>a. Footprints of all proposed or future buildings and structures showing possible locations within the areas defined in Level 1.1.e.</u></p> <p><u>b. Dimensions and locations of roads, driveways, parking areas and intersections showing possible locations within the areas defined in Level 1.1.f.</u></p> <p><u>c. Dimensions and possible locations of storm water detention and filtration facilities within the areas defined in Level 1.1.j.</u></p> <p><u>d. Dimensions and possible locations of on site waste water treatment facilities within the areas defined in Level 1.1.k.</u></p> <p><u>e. Dimensions and locations of specimen trees of six (6) inch caliper or greater within the areas defined in Level 1.1.m</u></p> <p><u>f. An analysis of planned changes in such natural features delineated in the areas defined in Level 1.1.n.</u></p> <p><u>2. The plan shall include all information listed in Level 1.2 and Level 1.3, and the additional documents and plans as follows:</u></p> <p><u>a. Complete sets of engineering/construction drawings for all site work and for all required public improvements (e.g., water, wastewater, grading/storm drainage, streets, alleys, fire lanes and hydrants, etc.).</u></p> <p><u>b. Final plat/replat submission (as per the City of Wimberley Subdivision Ordinance), if the property has not yet been platted, or if additional easements</u></p>
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o. Areas within a studied flood plain or flood way.  
p. Areas of significant vegetation and other natural features. 148

The areas (Sections 46.3.B.e through k. above) for the proposed development features, may be approximate, to provide development flexibility, but with sufficient accuracy to clearly and unambiguously define the scope and density of the development and may be to change at the time of physical development to comply with development regulations of this ordinance. Areas for features required by this ordinance and by regulations of the State and County shall take precedence over other areas on the property.

2. The plan shall include, on the face of the map or on attachments, sufficient notes and narrative to fully explain the purpose, intent and impact of all development features, both existing and proposed or future, and any other documents relative to the proposed development. These notes and narrative shall include but may not be limited to the following:

- a. All information required by a concurrent zoning application.
- b. The existing development on all abutting sites and the zoning classification thereof.
- c. Impervious cover percentage.
- d. Disturbed surface percentage including caliche or unimproved roads.
- e. Building coverage percentage.
- f. Steep slope percentage.
- g. Parking space calculations based on parking ratios for various uses in the development.
- h. Signage plan.

3. A storm water management plan shall be included.

or rights-of-way will need to be established for the proposed development.

c. Landscaping and irrigation plans.

d. Building facade (elevation) plans.

e. Any other additional information/materials (plans, maps, exhibits, legal description of property, information about proposed uses, etc.) as deemed necessary by the Director (or his/her designee).

Supplemental requirements - The City may require other information for a specific development plan. Approval of a development plan may establish conditions for construction based upon this information that may include, but is not limited to:

1. Geologic information

2. Water yields

3. Flood data

4. Environmental information

5. Traffic impact analysis

6. Existing and proposed road capacities

7. Market and economic data

8. Hours of operation

9. Elevations and perspective drawings

10. Outdoor lighting plan

# SITE DEVELOPMENT PERMIT

OWNER'S

NAME: \_\_\_\_\_

PROJECT

NAME: \_\_\_\_\_

PROJECT STREET ADDRESS (or Range):

\_\_\_\_\_

\_\_\_\_\_ ZIP \_\_\_\_\_

Applicant is hereby authorized to proceed with site development activities including temporary erosion controls, clearing, rough grading, drainage facilities, utility services, parking lots, sidewalks, drives and landscaping. Applicant certifies that all development and construction activities on the site will comply with the codes and ordinances of the City of Wimberley.

No building construction is authorized under this permit. Applicant must obtain City of Wimberley Building Permit(s) prior to beginning construction of building(s).

**CITY OF WIMBERLEY**

\_\_\_\_\_  
City Administrator

Date: \_\_\_\_\_