



# THE RIVER WALK AT CENTRAL PARK SITE PLAN APPLICATION



Town of Flower Mound Planning Services Division (972) 874-6350

The following list of submission requirements must be used by the applicant as a guide in preparing a complete application for a site plan within The River Walk at Central Park **and after a Pre-Application meeting with the Town's Development Review Committee (DRC).**

Applicants are responsible for submitting complete applications. Incomplete applications will result in rejected plans or lengthen the development review process.

## INITIAL SUBMITTAL REQUIREMENTS (Upload as PDFs):

1. **Letter signed by the property owner(s) indicating their consent:** If the property owner information does not match the Denton Central Appraisal District record, then information verifying the change in ownership (purchase of the property) must be provided.
2. **Tax certificate(s):** Submit current tax certificate(s) indicating all taxes for the subject property have been paid to the current year (available from Denton Central Appraisal District). Tax statements printed from the DCAD website (pdf) are acceptable in lieu of the original certificate(s).
3. **Site Plan Package:**
  - a) Upload in the following order:
    1. Letter of Intent
    2. TRWCP Design Standards Critique
    3. Site Plan (1 PDF containing all Site Plan sheets)
    4. Landscape/Screening Plans (1 PDF containing all Landscape Plan sheets)
    5. Black and White Elevations (1 PDF containing all B/W elevation sheets)
    6. Color Elevations (1 PDF containing all Color elevation sheets)
    7. Tree Survey (1 PDF containing all Tree Survey sheets)
    8. Signed Tree Mitigation Work Sheet
    9. Construction Plans (1 PDF containing all Construction Plan sheets)

#### 4. **Application Fee:**

All Except Multi- Family	\$ 500 + \$25/acre
Multi- Family	\$ 500 + \$10/dwelling unit

## DETAILS FOR REQUIRED PLANS:

The plan drawings shall include, where applicable, but not be limited to, the following requirements, together with any other requirements provided for by the Land Development Regulations or other valid ordinances of the Town of Flower Mound.

### 1. **Letter of Intent**

The letter of intent should specify the existing TRWCP sub-district(s), define acreage of subject property, specify proposed uses with specific operations defined (i.e.: Office Building, Restaurant, Child Care Center, Retail, etc.), square footage of proposed building(s), whether the proposed development will be developed in phases, if there is going to be more than one use, then will each use be operated



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and maintained by one owner (Example: Daycare and Church). Special considerations (i.e. requested exceptions, waivers, or modifications, and unique characteristics of subject property)

## 2. TRWCP Design Standards Critique

A detailed description illustrating that the proposed development conforms to the design standards (Article IV) of TRWCP zoning ordinance. This description should be provided on a separate sheet and accompany the Letter of Intent.

## 3. Survey

A survey, certified by a registered professional land surveyor, showing property boundary lines and dimensions, easements, roadways, rail lines and public rights-of-way on or adjacent to the subject property. This includes the location and dimensions of high voltage electrical lines, transmission pipelines and associated easements.

## 4. Site Plan

This site plan is for planning review, and must be the same plan provided as part of the civil construction drawings provided for engineering and fire review.

- a. The applicant's name and address and his/her legal interest in the subject property.
- b. Street address (or common description) of the property.
- c. The zoning classification and present use of the subject property.
- d. The proposed use or uses and a general description for the proposed development.
- e. **North Arrow:** North arrow shall be provided for orientation on all plans/drawings.
- f. **Scale:** A graphic scale, which must be an engineering scale (not less than 1"=100' unless otherwise approved by the Executive Director of Development Services).
- g. **Vicinity map:** A vicinity map with the subject site clearly indicated.
- h. **Legend:** A legend for any graphic symbols used.
- i. **Dates:** Date of preparation and subsequent revisions.
- j. **Title:** Proposed development name, including any indication to phases on all plans/drawings.
- k. **Acres:** Total number of acres in the proposed development.
- l. **County:** County or counties in which the development is located.
- m. **Ownership:** Name, address, and phone number (FAX number, if available) of owner and all lenders or lien holders. If owner is a corporation or similar entity, a contact name must be provided.
- n. **Preparation:** Name, address, and phone number (FAX number, if available) of the engineer, surveyor, land planner or architect who prepared the document. If applicant is a corporation or



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similar entity, a contact name must be provided.

- o. **Existing/proposed buildings:** The site plan shall show the location, size, use and arrangements of all proposed buildings and computations showing height in stories and feet, total floor area, total square feet of ground area coverage of proposed and existing buildings which will remain, if any, and the location, designation and total area of all usable open space.
- p. **Site plan elements:** Location, dimensions and number of all vehicular and pedestrian circulation elements, including streets and roadways, driveways, fire lanes, mutual access points, entrances, curbs, curb radii, curb cuts, parking stalls, loading spaces, drive aisles, public sidewalks, interior walkways, pathways, refuse areas, fire hydrants, FDC remote locations, and riser room door locations.
- q. **Emergency access areas:** an area designated as "emergency access area" shall be provided on a street, as depicted on the street standards exhibits (Attachment IV) of the TRWCP zoning ordinance, to facilitate adequate emergency access to buildings and structures.
- r. **Circulation Elements:** Location, dimensions and number of all vehicular and pedestrian circulation elements, including streets and roadways, driveways, fire lanes, mutual access points, entrances, curbs, curb radii, curb cuts, parking stalls, loading spaces, drive aisles, public sidewalks, interior walkways, pathways, refuse areas, fire hydrants, FDC remote locations, and riser room door locations.
- s. **Master Plan information:** All applicable features of the Master Plan relative to proposed site plan including Land Use Plan, Specific Plan Area, Urban Design Plan, Parks and Trails Plan, Open Space Plan, Thoroughfare Plan, Water Plan, Wastewater Plan, and Economic Impact, if applicable.

MASTER PLAN FEATURES	
<b>Land Use Plan</b>	Insert corresponding district of the Land Use Plan
<b>Specific Plans</b>	Insert corresponding Specific Plan Area
<b>Urban Design Plan</b>	Insert corresponding district of the Urban Design Plan
<b>Parks and Trails</b>	Insert the names of any planned adjacent park and/or trails (including width)
<b>Open Space Plan</b>	Only applies to conservation developments
<b>Thoroughfare Plan</b>	Insert classification of all adjacent streets including ROW widths
<b>Water Plan</b>	Insert water service district and waterline size and location
<b>Wastewater Plan</b>	Insert wastewater service district and wastewater line size and location
<b>Economic Impact</b>	Please add applicable information

- t. **Site Data Table:** When detailing the site data information (buildings, parking, acreage, address, zoning etc.) please place the [Site Data Table](#) (follow link on webpage) on the face of the site plan.



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- u. **Oil and/or Gas collection lines:** Are there any oil/gas collection lines located within the area to be site planned? Yes\_\_ No\_\_ If yes then the site plan shall indicate the location, and dimension of all oil/gas collection lines within or affecting the area to be site planned. Any lines within or affecting the area to be site planned shall clearly indicate the name of the gas/oil company operating within the lines.

## 5. Landscape/Screening Plans:

- a. The landscape plans shall meet the provisions of the Land Development Regulations of the Town's Code of Ordinances and of TRWCP zoning ordinance.
- b. The landscape plan must include the proposed grading for the site.
- c. When detailing the Town's landscape requirements, please place the [Landscape Tabulation Chart](#) (follow link on webpage) on the face of the landscape plan(s).
- d. For projects that include open space amenities and detention/retention ponds, details of the proposed landscaping and the materials used will need to be provided.
- e. The landscape plans shall include:
- the type and location of all proposed landscaping and screening, including any areas to be irrigated;
  - the proposed grading for the site;
  - the location of trails per the Parks and Trails Master Plan
  - a plan of entry-way and common area landscaping, indicating turf areas and noting that all landscaped areas will be irrigated;
  - a list of all quantities, scientific / common names, and sizes of all plant materials (including turf);
  - a plan showing the location and type of any screening walls/fences, detailed elevations specifically referencing materials;
  - an engineered sectional drawing of any masonry wall showing interior wall construction and anchoring of posts/ columns.

## 6. Elevation drawings:

- a. The elevations shall show all of the proposed structures, indicating and labeling all materials, including East, West, North and South elevations, colors of materials, and the mean and peak height of the building(s).
- b. To show conformance with the Town's Urban Design Plan's material standards, place the [Material Tabulation Chart](#) (follow link on webpage) on the face of the elevation(s).
- b. Place a [Dumpster Enclosure Detail](#) (follow link on webpage) on the face of the elevation(s) or landscape plan(s). Note that the gate for the dumpster enclosure must be solid and cannot be wood construction.

## 7. Tree Survey:

- a. The location of all specimen trees and historic trees on the subject site.
- b. The location of the trunk and the extent of the canopy spread of each specimen tree and historic tree on the subject site.
- c. A table containing the following information for each specimen tree and historic tree:



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- Tree number;
  - Common and scientific name of each tree;
  - Diameter (DBH) of each tree measured in accordance with Section 94-4 of the Town's tree ordinance;
  - General health/condition of each tree;
  - Average canopy spread;
  - Status (specimen or historic) of each tree;
  - Whether each identified tree will remain or be removed; and
  - Location coordinates (northings and eastings, State Plane – NAD 1983) for each tree.
- d. Each specimen tree and historic tree shall be affixed with a permanent tag bearing the corresponding number on the tree survey. This tag shall be placed on the trunk of the tree, between five and six feet in height on the south face of the tree's trunk.
- e. Each tree survey shall contain a count of all protected trees located on the property.
- f. Each tree survey shall contain a count of all protected trees that will be removed from the buildable area on the property. The phrase "buildable area" is defined in Section 94-10 of the Town's tree ordinance.
- g. Protected trees designated for preservation shall be flagged in a distinguishing manner approved by the Town. In addition, those trees designated for removal shall be flagged in a different distinguishing manner as approved by the Town.
- h. The tree survey must be signed, and stamped or sealed, by a certified arborist, certified forester, or a registered landscape architect. Each tree survey submitted shall contain one sheet of the tree survey as described above, one sheet with the tree survey data overlain with the site information, and one sheet with the site information overlain on an aerial photo for the site. The tree survey shall be on drawings measuring 24" x 36" and shall be drawn to a scale of no less than 100 feet to one inch, unless otherwise approved by the tree preservation and enforcement officer. When necessary the tree survey shall be on several sheets accompanied by an index sheet, showing the entire area of the survey. Necessary site information includes:
- The location and dimensions of all existing or proposed public streets, alleys, rights-of-way, utility easements, drainage easements, fence easements, pedestrian access easements or other public rights-of-way or easements;
  - The location and dimensions of the designated parking area and designated stockpile area required in this subdivision and of any site proposed or anticipated to be proposed for a temporary batching plant permit; and,
  - The location of all existing or proposed property lines, lot lines, building lines, setback and yard requirements, any proposed building footprint or floor plan, and other special relationships or significant features of the proposed development plan, record plat or site plan of the development.

## **8. Signed Tree Mitigation Worksheet:**



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It shall be the responsibility of each applicant of a development plan, Site Plan, plat or replat to prepare, subject to the approval of the property-owners' association for The River Walk at Central Park (TRWCP), and submit with its application the Tree Mitigation Worksheet showing the effect thereof on tree replacement and mitigation in TRWCP. The Tree Mitigation Worksheet as submitted must show the cumulative effect of development in TRWCP, or proposed development therein, in accordance with all prior approved development plans, Site Plans, plats and replats and must be accompanied by written notice of review and approval executed by the property-owners' association for TRWCP.

## 9. Engineering Plans: Engineering plans shall include the following:

- a. **Site grading plans:** Any proposed grading or re-grading of the subject property; any significant natural topographical or physical features of the property, water courses, marshes, rock outcroppings and existing contours in one-foot intervals, unless otherwise approved by the Town Engineer, and which may be two-foot to five-foot in extremely steep terrain. All site grading plans shall bear the seal of a Texas licensed landscape architect, engineer or architect, as applicable.
- b. **Water and Sewer (Utility) Plans:** The location and size of existing and proposed water and sewer public utilities on and adjacent to the site and fire hydrant locations.
- c. **Street Improvement Plans:** The location and size of existing and proposed street improvements, driveways, and median openings on and adjacent to the site.
- d. **Drainage plans:** All existing and proposed surface and subsurface drainage facilities, including culverts, drains and detention ponds, showing size and direction of flow.
- e. **Detention plans:** All detention plans shall include detention pond and water quality feature sizing calculations, landscaping plans, cross sections, and retaining wall details including proposed materials.

## 10. Other Requirements

- a. **Specific Use Permit information:** In the case of any use requiring a Specific Use Permit, any information necessary to demonstrate compliance with all conditions imposed on the proposed Specific Use Permit must be provided.
- b. **Conceptual Site Plan information:** A statement showing that the proposed use is in substantial conformity to the Conceptual Site Plans and development standards approved for TRWCP.

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This document contains a summary list of requirements for Site Plan submittal within The River Walk at Central Park. The information contained within has been compiled from the Town of Flower Mound Land Development Regulations. For detailed information, visit our website at [www.flower-mound.com](http://www.flower-mound.com). Below is a quick reference guide to help in your navigation to more detailed information:

Code of Ordinances (Land Development Regulations) link:  
<http://www.municode.com/resources/gateway.asp?pid=13329&sid=43>

The River Walk at Central Park Zoning Ordinance 46-08:



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<http://www.flower-mound.com/index.aspx?nid = 1143>

Master Plan link:

<http://www.flower-mound.com/index.aspx?nid = 329>

Engineering Standards and Access Management link:

<http://www.flower-mound.com/index.aspx?NID = 371>