



PLANNED DEVELOPMENT SUBMITTAL CHECKLIST

Note: This is not all-inclusive list and other reviews, processes and/or fees may apply.

Please note that this checklist is intended to assist developers and design professionals in the preparation of submittals for development review and are generally what is needed to facilitate the review.

The City of The Colony may require additional information for the evaluation of a request for a planned development. The following applicable information must be submitted to the Development Services Department before a request for a planned development can be processed.

Planned development review is two-step process. A Planned Development Ordinance and concept plan are reviewed for approval by Planning and Zoning Commission and City Council. Once approved a detailed Development Plan should be submitted for review and approval by Planning and Zoning Commission and City Council. The Development Plan is treated as a Site Plan review and should include all the required submittal as outlined in the Site Plan submittal checklist.

Application Requirements:

- Completed Universal Application form. Signatures must be notarized.
- Appropriate fee as listed in the Development Services Fee Schedule.
- Fourteen (14) copies of the concept plan. These copies should be 24" X 36" and individually folded with drawing side out.
- A letter of intent
- Fourteen (14) copies of a Planned Development Ordinance outlining development standards that would be applicable to this development.

Failure of applicant to provide required information constitutes grounds for refusal of application acceptance for processing; or staff recommendation of denial when application is scheduled for consideration.

Development Services Department

6800 Main Street, The Colony, Texas 75056 * Phone: 972-624-3162 or 972-624-3164 * Fax: 972-624-2273