

SITE PLAN/ZONING APPLICATION

APPLICATION TYPE – CHECK THE APPROPRIATE BOX BELOW

- ☐ Straight Zone Change ☐ Planned Development (PD) District ☐ Conditional/Specific Use Permit (CUP/SUP)
☐ Temporary Use Permit (TUP) ☐ Meritorious Exception ☐ Site Plan ☐ Amendment to PD, CUP, SUP, Site Plan

PROPERTY INFORMATION

Project Name: _____ Total Lots: _____

Property Address: _____ Total Acres: _____

Legal Description: _____ DCAD/TAD TAX ID: _____

Current Use of Property: _____ Current Zoning: _____

Description of Request: _____ Proposed Zoning: _____

APPLICANT / OWNER INFORMATION

Applicant

Company Name: _____

Contact Name: _____

Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

Signature: _____

Owner (If Different)

Company Name: _____

Contact Name: _____

Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

Signature: _____

NOTE: The property owner must sign the application or submit a notarized letter of authorization.

APPLICATION REQUIREMENTS

- DISCLAIMER: The Town of Trophy Club only enforces Town ordinances, and approval or denial of an application is based on that authority. Permit approval does not exempt the applicant from Covenants & Restrictions and/or HOA regulations.
- All required information, plans and signatures shall be completed prior to application submittal. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.
- One (1) folded and collated 24" x 36" plan sets shall be submitted with this application in addition to a digital set in pdf format on a thumb drive or emailed to Planning staff.
- All required application fees shall be paid upon submittal of this application.
- In addition to this application form, a detailed description of the request including all relevant project information shall be attached on a separate sheet to this application.

STAFF USE ONLY

Date Received: _____

Received by: _____

Fee Paid: _____

Payment Type/Check #: _____

Receipt #: _____

Case #: _____