



Case Number _____

Fee Paid _____

DEVELOPMENT SERVICES APPLICATION

- | | | | |
|--|--|--|--|
| ☐ Zoning | ☐ Preliminary Plat | ☐ Replat | ☐ Plat Vacation |
| ☐ Variance | ☐ Civil Plan Review | ☐ Minor Plat | ☐ Site Plan |
| ☐ Specific Use Permit | ☐ Final Plat | ☐ Amending Plat | ☐ _____ |

PROJECT INFORMATION

Project Name or Address _____

Brief Description for Request _____

Location _____ or Parcel Tax ID# _____

County ☐ Denton ☐ Cooke ☐ Grayson Water and Sewer Service ☐ Public ☐ Private ☐ Mixed

Subdivision/Survey _____ Block/Abstract # _____ Lot/Tract # _____

Current Zoning _____ ☐ ETJ Proposed Zoning _____ Acreage _____

Proposed Plat Name _____ Proposed # Lots _____

CONTACTS	OWNER	APPLICANT
	☐ Yes ☐ No	☐ Developer ☐ Surveyor ☐ Engineer
Key Contact		☐ Yes ☐ No
Name		
Company		
Address		
City/State/Zip		
Phone		
Email		

State of Texas)(

County of _____)(

BEFORE ME, a Notary Public, on this day personal appeared _____, the undersigned applicant, who, under oath, stated the following: "I hereby certify that I am the owner, or duly authorized agent of the owner, for the purposes of this application; that all information submitted herein is true and correct. I understand that submitting this application does not constitute approval, and incomplete applications will result in delays and possible denial."

Owner or Representative

SUBSCRIBED AND SWORN TO before me, this the _____ day of _____, 20____.

Notary Public in & for the State of Texas _____



SPECIAL USE PERMIT (SUP) CHECKLIST

The following checklist of requirements is provided to guide submittal preparation. This will be used by the city to insure the completeness of the application. If any of the following information is missing, inaccurate, or incomplete, the case will not be scheduled for a Planning and Zoning Commission meeting unless the requirements are waived by the Development Services Director.

Date _____ Printed Preparer's Name _____

Preparer's Signature _____

Check Off	Requirement
	APPLICATION SUBMITTAL
	Predevelopment meeting held
	Fee
	Application
	Checklist
	Two 11" x 17" Site Plan Copies
	PDFs of all required documents.
	Letter of Intent: Describe the proposed project below or in a separate letter if you prefer. _____ _____ _____ _____ _____

Check Off	Requirement
	The city council may authorize the issuance of a special use permit when the council finds all of the following conditions present. Please state how your request meets these conditions. (1) That the establishment, maintenance, or operation of the special use will not be materially detrimental to or endanger the public health, safety, morals, or general welfare; _____ _____ (2) That the uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance, or operation of the specific use; _____ _____ (3) That the establishment of the conditional use will not significantly impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district; _____ _____ (4) That adequate utilities, access roads, drainage and other necessary site improvements have been or are being provided; _____ _____ (5) That adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets; and _____ _____ (6) That the special use shall conform to all applicable yard area regulations of the district in which it is located. _____ _____
	Agree to allow the city to post public signs on the property, if required.