



Planning Department

700 W US Highway 67

Venus, Texas 76084

972-366-3348 extension 206

www.cityofvenus.org

Planned Development Template Instructions

General Template

Each sheet in the plan set shall contain the following in the bottom right corner:

1. "Planned Development for..." Project Name (i.e. Planned Development for Venus Ridgeview)
2. An abbreviated legal description
3. The date of preparation
4. The page number (i.e. 1 of X)
5. A scale and a north arrow pointed to the top of the page

Individual Sheet Requirements

The following are requirements for the individual sheets in the plans. Each sheet shall be named according to the title given (i.e. "Cover Sheet"):

1. Cover Sheet
 - a. Plan Title
 - i. Location- Centered at the top of the page
 - ii. Title – "Final Plat of *Subdivision Name*"
 - b. Overall Vicinity Map
 - c. Full legal description
 - d. Site data chart
 - i. Including, but not limited to, total acreage, number of lots, proposed uses, typical sizes, impervious area, owner/maintainer of common areas and tracts, lot & block table, and tract table (owner name, size, purpose, maintenance responsibility, etc.)
 - e. Index of plan sheets
 - i. Location- Right side of page
 - f. Signature blocks
 - i. Owner, Planning Commission, City Council, Johnson or Ellis County Clerk, DRC Stamp
 - g. Names and addresses of the subdivider, designer, and surveyor
2. Existing Conditions
 - a. Location and description of existing:
 - i. Property Lines
 - ii. Rights-of-way
 - Including but not limited to, streets, alleys, bike lanes, and public trails
 - iii. Easements
 - iv. Natural Water Courses
 - v. Structures
 - vi. Bulk and Dimensional Standards
 - vii. Other important features within and adjacent to the subject area
3. Illustrative Plan
 - a. Identify the following:
 - i. Area and relationship of general land use categories
 - ii. Arrangement and character of streets and open spaces
 - iii. Anticipated scale, intensity and character of development
 - iv. Illustrations of development concepts
 - b. Indicate why the flexibility is requested and how it could not be easily achieved otherwise
4. Conceptual Development Plan
 - a. Please provide a plan identifying the following:
 - i. Location, design characteristics, and functions of all proposed public, private or common streets, blocks, open and civic spaces that will create the public realm.

5. Regulating Plan
 - a. Zoning Map
 - i. Scale of no more than 1" = 50'
 - ii. Names of abutting, existing subdivisions or "Unplatted"
 - iii. Proposed Zone Designations per parcel
 - b. Identify where and how development standards may differ from those that would otherwise be applicable through the most comparable base zoning districts
6. Phasing Plan
 - a. Scaled Map of the Overall Phasing at no more than 1 inch = 200 feet
 - i. Public and Private Street Locations
 - ii. Public and Private Access points (excluding Single-Family Detached driveways)
 - iii. Sidewalk and Trail Locations
 - iv. Water line locations
 - v. Sewer line locations
 - vi. Stormwater and drainage locations
 - vii. Landscaping areas
 - viii. Street lighting locations
 - b. Chart of each phase including:
 - i. Acreage
 - ii. Number of lots and structures
 - iii. Public Infrastructure installed by linear feet
 - iv. Private infrastructure installed by linear feet
 - v. Landscaping quantities
 - vi. Street lighting quantities

Hard Copy Requirements

1. Two (2) bound copies of the Planned Development Set
2. Two (2) sets of pre-printed address labels
3. One (1) bound copy of each technical report
4. One (1) Printed Application (printed from digital submittal)

Delivered to: Planning Department
700 W. US Highway 67
Venus, TX 75165