
DEVELOPMENT INFORMATION

Project Location _____
Addition Name _____
Legal Description _____
Proposed Use _____
Current Zoning _____ Acreage _____ Lots _____

OWNER INFORMATION

Name _____
Address _____
City _____ State _____ Zip _____
Phone _____ Email _____

For additional owners, please include additional copies of pages 1 and 2 of this application. The property owner must sign the application or submit a notarized letter of authorization.

REPRESENTATIVE/AGENT INFORMATION

Name _____
Address _____
City _____ State _____ Zip _____
Phone _____ Email _____

CERTIFICATION AND ACKNOWLEDGEMENTS

_____ Owner Signature	_____ Date	_____ Owner Name (print)
_____ Owner Signature	_____ Date	_____ Owner Name (print)

CONSTRUCTION PLANS

APPLICATION SUBMITTAL REQUIREMENTS

Applications submitted without original signatures and all required documents and information will not be reviewed and will be returned to the applicant for revision. Please be sure that all required items listed below are included.

This application can be submitted any time and **is not required** to be submitted in conjunction with the development schedule.

GENERAL APPLICATION REQUIREMENTS

The following items are required with this application:

- Application filing fee as required by the Justin Fee Schedule. This fee is non-refundable.
- One digital (PDF) copy of the plans.
- Completed Traffic Impact Analysis if determined after the trip generation form has been reviewed during the Site Plan stage.
- If the ownership does not match the ownership on the Denton County Appraisal District website, a warranty deed shall be submitted with this application. Please verify ownership prior to submitting the application.
- Additional information may be requested by the Development Review Committee if deemed essential for review.

CONSTRUCTION PLANS

- COVER SHEET
 - Provide Sheet Index
 - Vicinity Map
 - Project Description
 - Developer and Engineer Information
- PLAT (IF APPLICABLE)
- DEMOLITION PLAN (IF APPLICABLE)
- SITE PLAN
- EXISTING DRAINAGE AREA MAP
- PROPOSED DRAINAGE AREA MAP
- DRAINAGE AREA CALCULATIONS
- GRADING PLAN
- PAVING PLAN
- STORM DRAIN PLAN
- WATER AND SEWER PLANS
- TREE PROTECTION PLAN
- STREET SIGN AND STREET LIGHT PLAN (PLAN VIEW OF DEVELOPMENT SHOWING THE LOCATION FOR ALL PERMANENT STREET SIGNS, TRAFFIC CONTROL SIGNS, AND STREET LIGHTS)
- TRAFFIC CONTROL PLAN (TO BE INCLUDED FOR ALL PROPOSED TEMPORARY STREET CLOSURES, EXISTING STREET CONNECTIONS, AND OPEN CUT UTILITY CROSSINGS OF EXISTING STREETS)
- STANDARD AND SPECIAL CONSTRUCTION DETAILS
- CROSS-SECTIONS EACH 50' MAY BE REQUIRED ALONG EXISTING STREETS OR ROADWAYS BEING IMPROVED BY THE PROPOSED PROJECT.