SITE DESIGN AND DEVELOPMENT FEASIBILITY REPORT

NORTHEAST CORNER OF
FUTURE HARDIN BOULEVARD (CR 164) AND COMMUNITY AVENUE (CR 201)
McKinney, Texas

Prepared for:
Circle F Ranch Seniors – TDHCA Application # 18264
GFH Circle F Ranch Seniors, Ltd.

Prepared by:
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January, 2018
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NOTE: Sanchez and Associates, LLC has prepared this study based on information readily available and/or provided to us by others, information communicated to S&A through the entitlement process (including a rezoning request and site plan submittal) and a meeting with City Staff. The scope of our investigation is limited and we have made an effort to investigate the matters which may affect the development of the site. Issues may arise after the preparation of this report due to policy or rule changes by those entities involved. The information provided in this report is to the best of our knowledge as of January 2018.
## APPENDIX

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EXECUTIVE SUMMARY

This report has been prepared for the proposed Circle F Ranch Seniors development, a 10.300 acre property, for which GFH Circle F Ranch Seniors, Ltd. is the Applicant. Pursuant to Section 10.204(15) of the Uniform Multifamily Rules, a Site Design and Development Feasibility Report is required to be submitted with an application for competitive housing tax credits for any project that is a New Construction Development. The Site is located at the northeast corner of proposed Community Avenue (Currently County Road 201) and the proposed extension of Hardin Blvd (Currently County Road 164) in McKinney, Texas. (Please see Exhibit 1 for reference to the site location) The sources of the information include consultation with City staff, City reference manuals, and site visits by Sanchez and Associates, L.L.C. (S&A). A summary of our investigation follows:

♦ Circle F Ranch Seniors is a proposed 174-unit new construction multifamily project to be developed with 2 buildings and a clubhouse on a 10.300 acre site. This plan shows approximately 203 parking spaces. This plan features a pool, clubhouse and several passive open spaces. This plan materially conforms to all applicable zoning, subdivision, and land development ordinances. (Please see Exhibit 3 for reference to the proposed Site Plan)

♦ The Collin County Appraisal District lists the property identification numbers for the tracts associated with the Circle F Ranch Seniors proposed development as:

   ♦ Property ID – 1062183 Geographic ID R-6371-001-0940-1
   ♦ Property ID – 1062174 Geographic ID R-6371-001-0930-1
   ♦ Property ID – 1062156 Geographic ID R-6371-001-0910-1

The 2017 tax rates associated with these properties are as follows:

   ♦ City of McKinney 0.540199
   ♦ Collin County 0.192246
   ♦ Collin College 0.079810
   ♦ McKinney ISD 1.62

♦ The property is zoned under Planned Development District 1703 which allows for multi-family uses. The subject property is located within the McKinney City Limits.

♦ Development of the subject property will require installation of an offsite sanitary sewer line to connect to a 36” sanitary sewer main currently under construction northeast of the subject property. (Please see Exhibit 8 for an exhibit showing the necessary offsite sanitary sewer extension)
There is an existing 30” water main running alongside the proposed right-of-way of the Hardin Blvd extension that adjoins the west line of the subject property. Two connections will be made and an internal water loop will be installed throughout the proposed development. (Please see Exhibit 5 for an exhibit showing the water connection points described above)

Detention may be required for the subject tract, as it is right at the threshold of 10 percent of the overall watershed. Per the City of McKinney Drainage Manual, detention is not required when a property is less than 10 percent of the overall drainage basin. When considered as part of the surrounding development we expect detention to be required for this portion of the Honey Creek watershed. (Please see Exhibit 9 showing the required offsite storm sewer)

The property has no area within the FEMA 100-year Floodplain limits as shown by FIRM (Flood Insurance Rate Map) Panel Map for Collin County, number 48085C0145J. (Please see Exhibit 17 for an exhibit showing the subject property overlaid on a FEMA FIRM panel)

Concurrently with the development of the property, an improvement consisting of the construction of two (2) northbound lanes of Hardin Blvd along the subject property’s west property line will be required by the City of McKinney. The agreement between the Seller and the applicant stipulates the Seller would contribute an amount of $350,000 towards the construction of offsite roadway improvements. Construction of a deceleration lane on Hardin Blvd may be required along with development of the subject property. It may be determined through the process of obtaining the City’s formal acceptance of the Site Plan that it is required to construct an extension of Community Avenue west to Hardin Boulevard for fire access to the site. (Please see Exhibit 10 showing offsite paving infrastructure)

An expanded discussion related to the above Executive Summary points and addressing applicable zoning requirements, subdivision requirements, development ordinances, fire department requirements, site ingress/egress requirements and impact/building permit fees with respect to the development and infrastructure requirements can be found in the following sections and appendix to the report.
I. SITE CONDITIONS / ADJACENT DEVELOPMENT

The subject property is approximately 10.300 acres of currently undeveloped land. The property is located just north of the northeast corner of the proposed extension of Community Avenue (currently County Road 201) and the proposed extension of Hardin Blvd (County Road 164) in McKinney, Texas. The property generally slopes from southwest to northeast. The properties immediately surrounding the subject tract are all undeveloped. The flood plain for Honey Creek lies just on the north side of the north property line off of the property. The City of McKinney recently constructed a potable water trunk main along the future alignment of Hardin Blvd which will reside along the western boundary of the project. Other developments within a mile of the subject property include the Collin County Court House and Municipal Complex to the southeast and a single-family neighborhood to the south. Erwin Park, a 212 acre City facility providing pavilions, camping areas, playgrounds, mountain bike trails and large expanses of open space lies approximately 4,000 feet due west of the proposed site. (Please see Exhibit 1 showing an aerial map and Exhibit 4 showing the Boundary Survey of the property)

II. ZONING / PROCESSING

The overall Cross F Ranch, of which this property is a part, is zoned under Planned Development District 1703 which allows for a multitude of residential, office, commercial, and amenity uses across 2,113 acres including multi-family uses.

The purpose of PD 1703 is to allow for a “coordinated, comprehensive project” that “takes advantage of the Honey Creek environment and the local relief which aids in creative large scale urban planning”. The ordinance “combines provisions for the opportunity to provide innovative community design concepts and site planning, consistent with orderly development and protection of sensitive and natural resources, with provisions for the submittal and review of projects which consist of residential, commercial, recreational, community service, and open space uses in creative spatial relationships”.

The ordinance is split into 3 separate zones of which the subject property is in Zone 3. Zone 3 allows for office, residential, park and retail uses. Zone 3 allows for a maximum of 3,700 single family and multifamily residential units. The Circle F Ranch Seniors will be one of the first residential developments within this zone of development.

Outlined below are some of the major site development standards in the City of McKinney which are considered critical design elements:

- Fire lane and fire protection regulations - McKinney fire lane requirements are as follows:
  - Twenty-four feet (24’) with a thirty foot (30’) radius; or
  - Thirty feet (30’) with a twenty foot (20’) radius
• Fire hydrants are to be placed within fifty feet (50’) of the fire department connection of any building or structure and three-hundred feet (300’) spacing along fire lanes and public streets, if un-sprinkled, and five hundred feet (500’), if sprinkled.

• For all structures greater than three (3) stories, the adjacent fire lane must be at least twenty-six feet (26’) and must be within a certain distance range from at least one-side of the long axis of the building. The fire lane must be located at least fifteen feet (15’) away from the building but no further than thirty feet (30’) from the building. This set of provisions is tied to the fire department’s ladder truck requirement.

• Setbacks
  - The subject property is zoned under a proposed development district with the standard setbacks for the multifamily districts. The following property setbacks will apply:
    - Front yard: Fifteen feet (15’)
    - Rear yard: Ten feet (10’)
    - Side yard: Seven feet (7’)

• Building Height
  - The maximum building height allowed is 50’, allowing for 3 story multifamily uses.

• Permit Processing
  - Site Plan – the Site Plan will show proposed fire lanes, streets, access drives, parking, landscaping, and other relevant information to confirm that development of the property is in accordance with the governing zoning ordinance. The Site Plan can be approved by city staff without any public hearings and approval typically takes between 60-90 days from the initial submittal.
  - Preliminary-Final Plat – the Preliminary-Final Plat will show the property boundaries of the overall parent tract and the subdivision of the subject property from the parent tract. The plat will also show the easements on the subject property to be dedicated along with development of the subject property. The Planning and Zoning Commission approves Preliminary-Final Plats as a part of their consent agenda. Approval of this document takes approximately 60 days from the initial submittal.
  - Record Plat – the Record Plat will only show the subject property, any existing easements or parcels within 200 feet of the subject property, and all proposed easements associated with development of the subject property. This is the document
that is filed at the county after installation of all public improvements (i.e. fire lanes, water lines, some storm and sanitary sewer lines, etc.) but prior to obtaining a Certificate of Occupancy for any buildings. This item is approved by city staff and the approval process typically takes between 30 and 60 days from the initial submittal. Civil Construction Drawings cannot be submitted until a Record Plat has been submitted.

- Civil Construction Documents – the Civil Construction Documents are processed through the engineering department and include construction/design details for all civil infrastructure necessary for development of the subject property. These documents can be submitted at any time and the review process typically takes 2 weeks. The time necessary for approval of Civil Documents can vary greatly based upon the existing site features (i.e. creeks, significant city infrastructure, etc.), changes to the plans initiated by the Client or the Client’s architect, the City’s reviewing engineer, the necessity for approval from other municipalities, and other similar factors. Preparation of civil documents typically takes about 6 weeks and approval typically takes between 8 and 12 weeks. A development permit is contingent upon approval of Civil Construction Drawings and a Record Plat. The City can release a Grading and Erosion Control permit if the Construction Drawings are substantially complete and the Record Plat is approved.

- Building Permit – the Architectural drawings are reviewed and approved by the Building Inspections department. While S&A is typically not involved in the processing of this permit, most other similar developments acquire a building permit 4-6 weeks from the initial submittal of Architectural drawings.

(Please see Exhibits 11-16 for the City of McKinney checklists for Site Plans, Platting, Civil Construction Documents, and Tree Permits)

III. WATER DISTRIBUTION

Per as built record provided by the City of McKinney, there is an existing 30” water main along the eastern proposed right of way alignment for Hardin Blvd. This water main would be tapped in two locations and extended through the subject property creating a looped service within the site. The water loop will provide adequate domestic and fire water service to the proposed development.

The City of McKinney Water and Wastewater Design Manual stipulates that all water lines in multi-family developments are at least 12” in size. In the past, multi-family developments have successfully hired a utility engineer to model the City’s water system to reduce the size of some of the onsite water mains. It is recommended that this is pursued on all sites in McKinney.

(Please see Exhibit 5 for an exhibit showing the existing and proposed water infrastructure of the
IV. SANITARY SEWER SERVICE

At 174 units, and 10.300 acres, the proposed development would generate approximately 215,000 gallons per day of sewage flow per the City of McKinney’s Sanitary Sewer Design Manual. The minimum sanitary sewer main size within the City of McKinney is 8”. At slopes generally expected within this development (based on the existing terrain) this equates to an 8” main flowing approximately 20 percent of capacity. We expect to use the City’s minimum sewer pipe size of 8” within the development.

The subject property generally slopes from southwest to northeast. There is a 36” sanitary sewer main currently under construction, approximately 1,200 feet northeast of the subject property. This 36” main was designed to carry sewer flow from the subject property. In order to connect to the 36” main, approximately 1,200 linear feet of 8” sanitary sewer main will be required to be constructed offsite from the subject property. The local jurisdiction requirement that stipulates the necessity for the discussed onsite and offsite improvements is per Section 105 of Chapter 142 (the subdivision ordinance) of the City of McKinney Code of Ordinances, “Sanitary sewer facilities shall be provided to adequately service the subdivision and conform to the City sewer plan.” The existing property owner for the offsite main is also the current owner of the subject property for onsite improvements and is agreeable to granting offsite easements as necessary for the development to connect service to the new, existing 36” main.

(Please see Exhibits 6 and 8 showing the proposed onsite sanitary sewer infrastructure and the 36” sanitary sewer main currently under construction)

V. DRAINAGE / FLOODPLAIN

Storm water runoff will be conveyed through the project via overland grass and street flow, inlets and pipes with approved outlets per Section 105 of Chapter 142 of the City of McKinney Code of Ordinances. (Please see Exhibit 7 showing the proposed onsite storm sewer infrastructure)

Per FEMA FIRM panel 0145J map number 48085C0265J dated June 2, 2009 and updated by LOMR on December 21, 2012, the subject property does not contain any of the 100-year floodplain. The subject property sits near the top of a ridge that is adjacent to Honey Creek (approximately 400 feet northeast). The subject property generally slopes from southwest to northeast. The floodplain of Honey Creek is just north of the north property line of the subject property. (Please see Exhibit 17 showing the project depicted on the current FEMA FIRM map)

Detention may be required for the subject tract, as it is right at the threshold of 10% of the overall watershed, per the City of McKinney Drainage Manual. When considered as part of the surrounding development we expect detention to be required for this portion of the Honey Creek watershed. Onsite and Offsite detention (a shared pond with the adjacent property) is proposed that will benefit not only this development but also any future surrounding developments as well.
Any storm sewer necessary to convey runoff from the adjacent property to the north will be installed on the property and stubbed out to the north property line. The local jurisdiction requirement that stipulates the necessity for the discussed onsite and offsite storm sewer improvements is per Section 105 of Chapter 142 (the subdivision ordinance) of the City of McKinney Code of Ordinances, “An adequate storm sewer system consisting of inlets, pipes and other underground drainage structures with approved outlets shall be constructed” to convey storm water runoff. The existing property owner for the offsite storm sewer and pond is also the current owner of the subject property for onsite improvements and is agreeable to granting offsite easements as necessary to provide future detention for the development.

(Please see Exhibit 9 showing the required offsite storm sewer extension and detention pond)

VI. TRANSPORTATION

The subject property is located approximately 650 feet north of the northeast corner of the proposed extension of Hardin Blvd and the proposed extension of Community Avenue. These streets are designated as improved six and four lane divided thoroughfares respectively per the City of McKinney’s Master Thoroughfare Plan. Concurrently with the development of the subject property, the development will be responsible for construction of 2 lanes of Hardin Blvd. along the property frontage in order to provide adequate and safe emergency and vehicular ingress and egress to the development. Per Section 105 of Chapter 142 of the City of McKinney Code of Ordinances, “the street design manual shall be utilized by all persons designing streets, right of way improvements, and any other related roadway improvements in the City or its extraterritorial jurisdiction, whether said person is subdividing property or construction without a subdivision.”

Additional pavement infrastructure may be necessary for approximately 600 feet of Hardin Blvd and 2,500 linear feet of Elizabeth Lane to reach the existing asphalt section of the roadway in order to satisfy fire access requirements. Installation of a deceleration lane may be required along Hardin Blvd into the site, which will be determined through the process of obtaining the City’s formal acceptance of the Site Plan.

Additionally, construction of the fire lanes shown on the Site Plan of the subject property will be required to be constructed along with the development to provide adequate and safe emergency and vehicular ingress and egress within the development. The provision stipulating the construction of these fire lanes is Section 103 of Chapter 142 of the City of McKinney Code of Ordinances, Fire Lanes, which states, “Where adequate access for firefighting purposes may not otherwise be provided, easements for fire lanes shall be required. Fire lane easements shall be maintained by the property owner, shall be marked as such on the ground, and shall be kept free and clear at all times.” The City of McKinney requires fire lanes to be either twenty-four feet (24’) with thirty foot (30’) radii, or thirty feet (30’) with twenty foot (20’) radii. For all structures greater than three (3) stories, the adjacent fire lane must be at least twenty-six feet (26’) and must be within a certain distance range from at least one-side of the building. The fire lane must be located at least fifteen feet (15’) away from the building but no further than thirty feet (30’) from the building. This set of provisions is tied to the fire department’s ladder truck requirement.
(Please see Exhibits 3 and 10 showing offsite paving infrastructure)

VII. WETLANDS / ENVIRONMENTAL

Wetland conditions were not readily apparent during a site visit. A qualified professional can conduct a jurisdictional determination, under Section 404 of the Clean Water Act, to identify areas that qualify as waters of the U.S. The approximate boundaries of jurisdictional areas should be established and the necessary documentation for regulatory compliance should be provided to the U.S. Army Corps of Engineers (Corps). The Corps administers the Section 404 program and is responsible for final determinations as to the jurisdictional status of a particular area. Jurisdictional areas include water bodies, streams, wetlands, and ephemeral channels. Waters of the US are subject to regulation by the Corps and the Texas Commission on Environmental Quality (TCEQ) and authorization is required prior to the initiation of activity within their boundaries.

It is not expected that any wetland conditions exist on the site as it is at the top of a ridge and carries no offsite storm water runoff.

VIII. IMPACT FEES / PRO-RATA FEES / ASSESSMENTS

The City of McKinney’s Roadway Impact Fee is based on the total number of units for multifamily development and how that translates to additional vehicle trips created in the appropriate service area (the subject property is in Service Area “D”). Additionally, the Utility Impact Fee is based on meter sizes for water and sanitary sewer. Parkland Dedication is calculated as one acre of parkland dedicated for every 50 residential units that are developed or the cash equivalency thereof based upon the Collin County Appraisal District valuation of the property in the year that a Record Plat is filed. Median landscape fees will be charged along Hardin Blvd in the amount of $25.5 per linear foot.

The Impact Fee calculator provided as Exhibit 18 indicates Roadway, Water, Sewer, and Irrigation Impact Fees to be $817,822.63. This amount is stated before and does not take into account any reductions as a result of constructing new infrastructure improvements.

Parkland Dedication Fees are estimated to be $348,000 (calculated as $100,000 per 50 Units)

(Please see Exhibit 18 for the City of McKinney’s impact fee calculator)
Appendix Exhibit 1

Aerial Map
Appendix Exhibit 2
Topographic Map
Appendix Exhibit 3
Site Plan
Appendix Exhibit 4

Boundary Survey
Appendix Exhibit 5

Water Infrastructure
Appendix Exhibit 6

Sanitary Sewer Infrastructure
Appendix Exhibit 7

Storm Sewer Infrastructure
Appendix Exhibit 8

Offsite Sanitary Sewer Infrastructure
Appendix Exhibit 9

Offsite Storm Sewer Infrastructure
Appendix Exhibit 10
Offsite Paving Infrastructure
Appendix Exhibit 11

City of McKinney Fee Schedules
# PLANNING DEPARTMENT FEES

## APPLICATION FEES*

<table>
<thead>
<tr>
<th>APPLICATION TYPE</th>
<th>BASE FEE</th>
<th>PLUS ADDITIONAL FEE**</th>
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<tbody>
<tr>
<td>Site Plan</td>
<td>$250.00</td>
<td>N/A</td>
</tr>
<tr>
<td>Preliminary-Final Plat or Replat</td>
<td>$325.00</td>
<td>$5.00 per lot</td>
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<tr>
<td>Record Plat</td>
<td>$325.00</td>
<td>$10.00 per lot</td>
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<tr>
<td>Minor Plat or Replat</td>
<td>$325.00</td>
<td>$15.00 per lot</td>
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<td>Amending Plat</td>
<td>$150.00</td>
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<tr>
<td>Conveyance Plat</td>
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<td>General Development Plan</td>
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<tr>
<td>Zoning/Rezone—Straight District</td>
<td>$500.00</td>
<td>$15/acre up to 250 acres; $8/acre over 250</td>
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<td>Zoning/Rezone—PD District</td>
<td>$1,000.00</td>
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<td>Specific Use Permit</td>
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<td>Annexation</td>
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<tr>
<td>Concept Plan</td>
<td>$200.00</td>
<td>$18.00 per acre</td>
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**In determining the fee, please use the exact acreage when multiplying by the per acre fee**

## MISCELLANEOUS FEES*

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<th>Service</th>
<th>Fee/Description</th>
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<tr>
<td>Roadway and Utility Impact Fees</td>
<td>Visit the online impact fee calculator for a preliminary fee estimate:</td>
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<tr>
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<td><a href="http://www.mckinneytexas.org/DocumentCenter/View/3424">http://www.mckinneytexas.org/DocumentCenter/View/3424</a></td>
</tr>
<tr>
<td>Median Landscape Fees</td>
<td>$25.50 per linear foot of frontage along a divided thoroughfare</td>
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<tr>
<td>Park Land Dedication</td>
<td>1 acres of land for every 50 residential units or cash in lieu of land</td>
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<td></td>
<td>(contact Jenny Baker, at 972-547-2644 for more information)</td>
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<tr>
<td>Plat Filing Fees</td>
<td>Equal to the fee charged by the Collin County Clerk</td>
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<td>Zoning Verification Letter</td>
<td>$50.00</td>
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This publication can be made available upon request in alternative formats, such as, Braille, large print, audiotape or computer disk. Requests can be made by calling 972-547-2694 (Voice) or email contact-adacommpliance@mckinneytexas.org. Please allow at least 48 hours for your request to be processed.

*Effective 09.15.15*
Permit Fee Schedule
for
New Construction,
Remodels,
and
Repairs
**CITY OF MCKINNEY**

**TABLE 1-A—BUILDING PERMIT FEES**

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<tr>
<th>TOTAL VALUATION</th>
<th>BUILDING PERMIT FEE</th>
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<tr>
<td>$1.00 TO $500.00</td>
<td>$23.50</td>
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<tr>
<td>$501.00 TO $2,000.00</td>
<td>$23.50 for the first $500.00 plus $3.05 for each additional $100.00, or fraction thereof, to and including $2,000.00</td>
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<td>$2,001.00 TO $25,000.00</td>
<td>$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00, or fraction thereof, to and including $25,000.00</td>
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<td>$25,001.00 TO $50,000.00</td>
<td>$391.25 for the first $25,000.00 plus $10.10 for each additional $1,000.00, or fraction thereof, to and including $50,000.00</td>
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<td>$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00, or fraction thereof, to and including $100,000.00</td>
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<td>$100,001.00 TO $500,000.00</td>
<td>$993.75 for the first $100,000.00 plus $5.60 for each additional $1,000.00, or fraction thereof, to and including $500,000.00</td>
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<td>$500,001.00 TO $1,000,000.00</td>
<td>$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00</td>
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<td>$1,000,001.00 and up</td>
<td>$5,608.75 for the first $1,000,000.00 plus $3.15 for each additional $1,000.00, or fraction thereof</td>
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**Other Inspections and Fees per Appendix A, Section 122-29**

1. Inspections outside of normal business hours, (minimum charge - two hours), per hour...$47.00
2. Reinspection fees, per hour..............................................$47.00
3. Inspections for which no fee is specifically indicated (minimum charge - one-half hour), per hour..................................................$47.00
4. Additional plan review required by changes, additions or revisions to plans (minimum charge - one-half hour), per hour..................................................$47.00
## Plumbing, Mechanical, and Electrical Permit Fees Table

<table>
<thead>
<tr>
<th>PLUMBING PERMIT FEES:</th>
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<tbody>
<tr>
<td><strong>Minimum Fee</strong></td>
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<tr>
<td><strong>Each Fixture</strong></td>
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<td>Water Closet</td>
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<td>Heater</td>
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<td>Lavatories</td>
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<td>Kitchen Sinks</td>
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<td>Bathtub</td>
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<td>Shower</td>
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<td>Gas service</td>
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<td>Additional outlets</td>
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<td>Sand trap</td>
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<td>Drainage fittings</td>
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<td>Slop sink</td>
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<td>Private sewage disposal</td>
</tr>
<tr>
<td>(Septic tank)</td>
</tr>
</tbody>
</table>

## ELECTRICAL PERMIT FEES

<table>
<thead>
<tr>
<th>ELECTRICAL PERMIT FEES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Minimum Charge</strong></td>
</tr>
<tr>
<td><strong>Electrical wiring</strong></td>
</tr>
</tbody>
</table>
# Plumbing, Mechanical, and Electrical Permit Fees Table

## MECHANICAL PERMIT FEES

<table>
<thead>
<tr>
<th>Permit Issuance</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. For the issuance of each permit</td>
<td>$15.00</td>
</tr>
<tr>
<td>2. For issuing each supplemental permit</td>
<td>4.50</td>
</tr>
</tbody>
</table>

### Unit Fee Schedule

1. For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 British Thermal Units per hour (Btu/h)  
   **Fee:** 9.00

2. For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h  
   **Fee:** 11.00

3. For the installation or relocation of each floor furnace, including vent  
   **Fee:** 9.00

4. For the installation or relocation of each suspended heater, recessed wall heater, or floor mounted unit heater  
   **Fee:** 9.00

5. For the installation or relocation, or replacement of each appliance vent installed and not included in an appliance permit  
   **Fee:** 4.50

6. For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system, including installation of controls regulated by this code  
   **Fee:** 9.00

7. For the installation or relocation of each boiler or compressor to and including three horsepower (hp), or each absorption system to and including three hp, or each absorption system to and including 100,000 Btu/h  
   **Fee:** 9.00

8. For the installation or relocation of each boiler or compressor over three hp to and including 15 hp, or each absorption system over 100,000 Btu/h and including 500,000 Btu/h  
   **Fee:** 16.50

9. For the installation or relocation of each boiler or compressor over 15 hp to and including 30 hp, or each absorption system over 500,000 Btu/h to and including 1,000,000 Btu/h  
   **Fee:** 22.50

10. For the installation or relocation of each boiler or compressor over 30 hp to and including 50 hp, or for each absorption system over 1,000,000 Btu/h to and including 1,750,000 Btu/h  
    **Fee:** 33.50

11. For the installation or relocation of each boiler or refrigeration compressor over 50 hp, or each absorption system over 1,750,000 Btu/h  
    **Fee:** 56.00

12. For each air-handling unit to and including 10,000 cubic feet per minute, including ducts attached thereto. **Note:** this fee shall not apply to an air-handling unit, which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in this code.  
    **Fee:** 6.50

13. For each air-handling unit over 10,000 cubic feet per minute (cfm)  
    **Fee:** 11.00

14. For each ventilation cooler other than portable type  
    **Fee:** 6.50

15. For each ventilation fan connected to a single duct  
    **Fee:** 4.50

16. For each ventilation system that is not a portion of any heating or air-conditioning system authorized by a permit  
    **Fee:** 6.50

17. For the installation of each hood that is served by mechanical exhaust, including the ducts for such hood  
    **Fee:** 6.50

18. For the installation or relocation of each domestic-type incinerator  
    **Fee:** 11.00

19. For the installation or relocation of each commercial of industrial-type incinerator  
    **Fee:** 45.00

20. For each appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in this code.  
    **Fee:** 6.50

21. When Chapter 22 of the 2012 International Mechanical Code is applicable (see section 103), permit fees for fuel-gas piping shall be as follows:  
   - For each gas-piping system of one to four outlets  
     **Fee:** 3.00
   - For each gas-piping system of five or more outlets, per outlet  
     **Fee:** .75

22. When Chapter 24 of the 2012 International Mechanical Code is applicable (see Section 103), permit fees for process piping shall be as follows:  
   - For each hazardous process piping system (HPP) of one to four outlets  
     **Fee:** 5.00
   - For each piping system of five or more outlets, per outlet  
     **Fee:** 1.00
   - For each non-hazardous process piping system (NPP) of one to four outlets  
     **Fee:** 2.00
   - For each piping system of five or more outlets, per outlet  
     **Fee:** .50
Chapter 110 of the City of McKinney ordinance addresses water and sewer utility service. The following chart reflects the charges for water service installation and meter set fees. The fees will cover the costs for labor and materials for installing the smaller service water tap and meters.

1. 3/4 inch service and 5/8 inch x 3/4 inch meter set $ 1,299.00
2. 5/8 inch x 3/4 inch meter set without meter box 268.00
3. 1 inch service and 1 inch meter set 1,401.00
4. 1 inch service and without meter box 409.00
5. 2 inch service and ultrasonic magnetic meter set 2,600.00
6. 2 inch ultrasonic magnetic meter set w/out meter box 1,200.00

The following chart reflects the sewer service installation fees.

1. 4” sewer service if pavement is replaced $ 1,000.00
2. 4” sewer service if pavement is not disturbed 500.00

Sewer services larger than 4” require connection to an existing or installed manhole and shall be contracted and paid for by the requester.
Appendix Exhibit 12

City of McKinney Schedule for Planning Applications
<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Due by 3:00 PM</td>
<td>Due by 5:00 PM</td>
<td>6:00 PM</td>
<td>Due by 5:00 PM</td>
<td>6:00 PM</td>
</tr>
<tr>
<td>01/29/2018</td>
<td>02/06/2018</td>
<td>02/13/2018</td>
<td>02/27/2018</td>
<td>03/06/2018</td>
</tr>
<tr>
<td>02/12/2018</td>
<td>02/20/2018</td>
<td>02/27/2018</td>
<td>03/13/2018</td>
<td>03/20/2018</td>
</tr>
<tr>
<td>02/26/2018</td>
<td>03/06/2018</td>
<td>03/13/2018</td>
<td>03/27/2018</td>
<td>04/03/2018</td>
</tr>
<tr>
<td>03/12/2018</td>
<td>03/20/2018</td>
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<td>04/10/2018</td>
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</tr>
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<td>05/01/2018</td>
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<tr>
<td>04/09/2018</td>
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<td>05/08/2018</td>
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<tr>
<td>05/07/2018</td>
<td>05/15/2018</td>
<td>05/22/2018</td>
<td>06/12/2018</td>
<td>06/19/2018</td>
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<tr>
<td>05/28/2018</td>
<td>06/05/2018</td>
<td>06/12/2018</td>
<td>06/26/2018</td>
<td>07/03/2018</td>
</tr>
<tr>
<td>06/11/2018</td>
<td>06/19/2018</td>
<td>06/26/2018</td>
<td>07/10/2018</td>
<td>07/17/2018</td>
</tr>
<tr>
<td>06/25/2018</td>
<td>07/03/2018</td>
<td>07/10/2018</td>
<td>07/31/2018</td>
<td>08/06/2018</td>
</tr>
<tr>
<td>07/09/2018</td>
<td>07/17/2018</td>
<td>07/24/2018</td>
<td>08/14/2018</td>
<td>08/21/2018</td>
</tr>
<tr>
<td>07/30/2018</td>
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<td>08/14/2018</td>
<td>08/28/2018</td>
<td>09/04/2018</td>
</tr>
<tr>
<td>08/13/2018</td>
<td>08/21/2018</td>
<td>08/28/2018</td>
<td>09/11/2018</td>
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<tr>
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<td>01/15/2019</td>
<td>01/22/2019</td>
<td>02/12/2019</td>
<td>02/19/2019</td>
</tr>
</tbody>
</table>

**PLEASE NOTE: DATES ARE SUBJECT TO CHANGE**

¹Revisions addressing all staff comments must be submitted through eReview no later than 3:00 PM.

²Struck through dates signify that the meeting may be cancelled.

³Bold dates signify that the meeting is being held on Monday instead of Tuesday.

⁴Initial staff comments are typically returned within 10 business days; subsequent revisions are typically returned within 3 business days. Please note that review of PD Zoning/Rezoning applications may take longer than the above review times.

⁵This publication can be made available upon request in alternative formats, such as, Braille, large print, audiotape or computer disk. Requests can be made by calling 972-547-2694 (Voice) or email contact-adacompliance@mckinneytexas.org. Please allow at least 48 hours for your request to be processed.
Appendix Exhibit 13

Site Plan Requirements Checklist
CONTENTS

- Approval Process Flowchart
- Letter of Intent Requirements
- Site Plan Submittal Checklist
- Site Plan Format
- Pertinent Ordinance Sections
- Submittal and Revision Guidelines
- Application

This publication can be made available upon request in alternative formats, such as, Braille, large print, audiotape or computer disk. Requests can be made by calling 972-547-2694 (Voice) or email contact-adacompliance@mckinneytexas.org. Please allow at least 48 hours for your request to be processed.
What are the three ways site plans can be approved?

- **Staff Approval Process** — if the site does not require any variances
- **Planning and Zoning (P&Z) Commission Approval Process** — if variances are requested or the zoning requires P&Z Commission approval
- **City Council Approval Process** — if the zoning requires City Council approval

For an outline of the typical steps involved in each of these approval processes see the chart below.

<table>
<thead>
<tr>
<th>Start Here</th>
<th>Staff Approval Process</th>
<th>P&amp;Z Commission Approval Process</th>
<th>City Council Approval Process</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Site Plan Submittal - See the Checklist for submittal requirements, and the Submittal and Revision Guidelines for assistance submitting plans.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Step 2</td>
<td>Staff Review - Once the documents are received, various City departments will discuss and review the submittal, and make comments as needed.</td>
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<td>Step 3</td>
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</tr>
<tr>
<td>Step 4</td>
<td>Applicant Submitted Revisions - The applicant will then be responsible for revising and resubmitting the plans. Step 2 and Step 3 will repeat until all comments are addressed.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Step 5</td>
<td>Site Plan Approved by Staff</td>
<td>Public Hearing Notice* - Staff will notify property owners within 200 feet of the subject property of the public hearing.</td>
<td></td>
</tr>
<tr>
<td>Step 6</td>
<td></td>
<td>Public Hearing* - The P&amp;Z Commission will hold a public hearing to consider approval (or recommendation) of the plan.</td>
<td></td>
</tr>
<tr>
<td>Step 7</td>
<td></td>
<td>Site Plan Approved by P&amp;Z Commission</td>
<td>Legal Notice* - Staff will post notice of a public hearing.</td>
</tr>
<tr>
<td>Step 8</td>
<td></td>
<td>Public Hearing* - Council will hold a public hearing.</td>
<td></td>
</tr>
<tr>
<td>Step 9</td>
<td></td>
<td>Site Plan Approved by City Council</td>
<td></td>
</tr>
<tr>
<td>Final Step</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Once the site plan is approved, civil engineering plans and building construction plans may be submitted to the Project Expediter. Furthermore, the Planner will need copies of the site plan addressing any conditions of approval, as well as to assess all associated fees (e.g. Impact, Median Landscape, and Parkland Dedication fees.) To contact the Project Expediter, please call 972-547-7400.

*as required by the Ordinance
LETTER OF INTENT REQUIREMENTS

FOR SITE PLAN REQUESTS:

- Define acreage of subject property.
- Describe in detail the location of the property [Example: approximately (distance) feet South of (street name), approximately (distance) feet North of (street name), approximately (distance) feet East of (street name), and/or approximately (distance) feet West of (street name).]
- Specify proposed uses with specific operations defined (i.e.: Office Building, Warehouse Building, Child Care Center, Church) (Example: Office/Warehouse Building including printing and laminating facilities).
- Square footage of proposed building.
- Is the proposed development going to be developed in phases?
- If there is going to be more than one use, then will each use be operated and maintained by one owner (Example: Daycare and Church).
- Requested Planning & Zoning Commission consideration dates, if applicable
- Special considerations (i.e. requested variances, unique characteristics of subject property).
- Specify existing zoning district.
- The Letter of Intent must provide the signature and contact information of the owner or applicant.
TIPS FOR SUBMITTAL

- Each submittal item above should be an individual file to upload through CSS and/or eReviews. For example: a multiple page site plan can be consolidated into a single file but a site plan and landscape plan should be two separate files.

- The plans’ files sizes should be as small as possible to allow for easy downloading and viewing from the internet.

REQUIRED CSS ATTACHMENTS:

☐ LETTER OF INTENT

☐ PLANNING APPLICATION must be completely filled out and signed by owner (separate letters of authorization will not be accepted)

REQUIRED EREVIEWS ATTACHMENTS (when uploading, please name all files as listed below):

☐ SITE PLAN formatted and scaled to a 24” x 36” page size

☐ LANDSCAPE PLAN formatted and scaled to a 24” x 36” page size

☐ PRELIMINARY UTILITY PLANS formatted and scaled to a 24” x 36” page size

☐ PRELIMINARY DRAINAGE PLANS formatted and scaled to a 24” x 36” page size

☐ TREE SURVEY/TREE PRESERVATION PLAN formatted and scaled to a 24” x 36” page size

☐ LETTER OF INTENT

☐ PLANNING APPLICATION must be completely filled out and signed by owner (separate letters of authorization will not be accepted)

FEE:

☐ $250.00 - (If paying through CSS, currently accepted cards include MasterCard, Visa or Discover)

DUE TO HIGH SUBMITTAL VOLUMES AND DUE TO THE PLANNING DEPARTMENT’S CONTINUED EFFORTS TO PROVIDE THE VERY BEST CUSTOMER SERVICE TO ALL OF OUR APPLICANTS, BOTH ALREADY IN QUEUE AND NEW SUBMITTERS, INCOMPLETE SUBMITTALS CANNOT BE ACCEPTED
1 Vicinity Map

2 North Arrow and Scale (1”=20’, 1”=30’ or 1”=40’)

3 Legend

4 Title Block to include the following:
   Name of project
   Applicant name, address, and phone number
   Owner name, address, and phone number
   Development location (i.e. subdivision, lot, block, address)

5 Site Data Table to include the following:
   Existing Zoning and proposed Use
   Building area and height
   Lot coverage and Floor Area Ratio
   Impervious area
   Parking required and provided

6 Standard Notations to include the following:
   “Sanitation container screening walls will be brick masonry, stone, masonry, or other architectural masonry finish, including a metal gate, primed and painted, and the sanitation container screening walls, gate, and pad site will be constructed in accordance with the city’s design specifications.”
   “Mechanical and heating and air conditioning equipment in non-residential uses shall be screened from view from the public right-of-way and from adjacent residential properties.”
   “Lighting for the subject property will be constructed in conformance with Chapter 58 of the City of McKinney Code of Ordinances.”

7 Site Graphic
   Building footprint
   Adjacent land uses and improvements within 200’ of the subject property
   Parking spaces dimensioned (typical head-in 9’x18’)
   Any existing or proposed easements with filing information
   Stacking spaces (10’ x 20’) and drive through location (if applicable)
   Distance between driveways and intersecting streets
   Drive approach dimensions and radii
   Delineation and width of internal circulation roadways
   Dumpster location with enclosure and 40’ of clear backing
   Other items as applicable per Sec. 146-45 of the Zoning Ordinance
PERTINENT ORDINANCE SECTIONS

GENERAL SITE PLAN REQUIREMENTS: Section 146-45 of the Zoning Ordinance

- GENERAL FEATURES AND INFORMATION
- AIRPORT INFORMATION
- SITE CIRCULATION AND PARKING
- UTILITY PLANS
- DRAINAGE PLANS

PARKING REQUIREMENTS: Section 146-130 of the Zoning Ordinance

- PARKING RATIOS
- MINIMUM PARKING SPACE STANDARDS
- PARKING AND DRIVE AISLE DESIGN

OFF-STREET LOADING REQUIREMENTS: Section 146-131 of the Zoning Ordinance

- GENERAL LANDSCAPE STANDARDS
- MINIMUM LANDSCAPING REQUIREMENTS

LANDSCAPE PLAN REQUIREMENTS: Section 146-135 of the Zoning Ordinance

- GENERAL LANDSCAPE STANDARDS
- MINIMUM LANDSCAPING REQUIREMENTS

TREE PRESERVATION REQUIREMENTS: Section 146-136 of the Zoning Ordinance

- APPLICATION AND PERMIT REQUIREMENTS

APPROVED PLANT LIST: Appendix A of the Zoning Ordinance

SPACE LIMITS AND PERMITTED USES: Appendix F of the Zoning Ordinance

*Please note that this is not a comprehensive list. Please refer to the Zoning Ordinance for all applicable regulations.
Submitting an Application through the Citizen Self-Service (CSS) Portal

- Please make sure that you are logged in to your registered account in CSS.

- Select “Apply”, navigate to the Plan module, and select the Plan Type for which you want to apply.

- After submitting, you will be directed to a confirmation screen with your new plan number, and will receive an confirmation email letting you know the next steps.

- Once Staff has received the application and accepted the submittal, an invoice for payment will be issued. Payment made through CSS must be made with MasterCard, Visa or Discover. Payment by check must be made in person.

- Upon receipt of the required files through eReviews, Staff will begin review and return comments within 10 business days*.

Submitting Revisions Digitally through eReviews

- Once you have received an email indicating plan revisions are necessary, please submit revisions through eReviews.

- Upon receipt of the revision, Staff will begin review and return comments within 3 business days*.

Important Notes for All Digital Submittals

- If you have not yet registered in CSS, or need assistance with any of the steps above, please visit our How-To Guides or contact the Planning Department at 972-547-2000.

- All documents and plans must be submitted through eReviews. Please do not email files as Staff will be unable to accept them.

- Different case type submittals (i.e., a preliminary-final plat and a site plan for same project) should be submitted in through the individual case number shown in eReviews and CSS. Please note that failure to do so may result in processing and case review delays.

- Please note that when submitting through eReviews, only PDF files can be accepted.

*Zoning/Rezoning: PD District submittals may take longer than the typical review turnaround times.
PLANNING DEPARTMENT APPLICATION

LOCATION INFORMATION:
Address: _______________________________________________________________________________________
Survey Name and Abstract No. or Subdivision Name:   ________________________________________________
Lot, Block: ______________________________________  Addition Name: _____________________________
Number of Acres: ________________________________  Number of Lots: _____________________________
Geographic ID Number  R-__________________________________  R-__________________________________
Geographic ID Number  R-__________________________________  R-__________________________________

SUBMITTAL TYPE:
☐ Annexation  ☐ Preliminary-Final Plat
☐ Amending Plat  ☐ Preliminary-Final Replat—Non-Residential
☐ Concept Plan  ☐ Preliminary-Final Replat—Residential
☐ Conveyance Plat  ☐ Record Plat
☐ Facade Plan  ☐ Site Plan
☐ General Development Plan  ☐ Specific Use Permit
☐ Minor Plat  ☐ Specific Use Permit—Private Club
☐ Minor Replat—Non-Residential  ☐ Zoning/Rezoning— Straight District(s)
☐ Minor Replat—Residential  ☐ Zoning/Rezoning— PD District

OWNER/APPLICATION INFORMATION:
Owner Name: __________________________________  Applicant Name: ________________________________
Company: ______________________________________  Company: ______________________________________
Address: _______________________________________  Address: ______________________________________
City, State, Zip: __________________________________  City, State, Zip: _________________________________
Phone: _________________________________________  Phone: _________________________________________
Email: _________________________________________  Email: _________________________________________

☐ I will represent the application myself; or
☐ I hereby designate _______________________________ (applicant above) to act as my agent for submittal, pro-
cessing, representation, and/or presentation of this application. The designee shall be the primary contact person
for this application.

I hereby certify that I am the owner of the property and certify that the information provided within this application is true
and correct. By signing below, I agree that the City of McKinney is authorized and permitted to provide information con-
tained within this application, including the email address, to the public and in response to a Public Information Request.

Owner Signature:____________________________________________________________ Date:________________________

PROJECT NAME: ________________________________________________________________

SUBMITTAL TYPE:
☐ Annexation  ☐ Preliminary-Final Plat
☐ Amending Plat  ☐ Preliminary-Final Replat—Non-Residential
☐ Concept Plan  ☐ Preliminary-Final Replat—Residential
☐ Conveyance Plat  ☐ Record Plat
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OWNER/APPLICATION INFORMATION:
Owner Name: __________________________________  Applicant Name: ________________________________
Company: ______________________________________  Company: ______________________________________
Address: _______________________________________  Address: ______________________________________
City, State, Zip: __________________________________  City, State, Zip: _________________________________
Phone: _________________________________________  Phone: _________________________________________
Email: _________________________________________  Email: _________________________________________

☐ I will represent the application myself; or
☐ I hereby designate _______________________________ (applicant above) to act as my agent for submittal, pro-
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and correct. By signing below, I agree that the City of McKinney is authorized and permitted to provide information con-
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Owner Signature:____________________________________________________________ Date:________________________
Appendix Exhibit 14

Plat Requirements Checklist
CITY OF MCKINNEY

PLAT/REPLAT SUBMITTAL PACKET

PLANNING

221 N. TENNESSEE STREET, MCKINNEY, TEXAS 75069
CONTENTS

- Approval Process Flowchart
- Letter of Intent Requirements
- Plat/Replat Submittal Checklist
- Plat/Replat Fee Chart
- Plat Format
- Plat Information
- Procedure for Filing Plats
- Waiver Letter
- Submittal and Revision Guidelines
- Application

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What are the ways plats can be approved?

- **Staff Approval Process** - Record Plat, Minor Plat, and Amending Plat
- **Planning and Zoning Commission Approval Process** - Minor Replat, Preliminary-Final Plat, and Preliminary-Final Replat
- **City Council Approval Process** - Plats requiring a variance

For an outline of the typical steps involved in each of these approval processes see the chart below.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Plat Submittal - See the submitting plans.</td>
<td>Checklist for submittal requirements, and the Submittal and Revision Guidelines for assistance</td>
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<td></td>
<td></td>
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<tr>
<td>Step 5</td>
<td>Plat Approved by Staff</td>
<td>Consent Item - No public hearing is required at the P&amp;Z meeting.</td>
<td>Public Hearing Notice - Staff will notify property owners within 200 feet of the subject property of the public hearing.</td>
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<td>Step 6</td>
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<td>Plat Approved by P&amp;Z Commission</td>
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<td>Step 7</td>
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<td>Step 9</td>
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</table>

Final Step

Once the plat is approved, the Permit Planner (972-547-7378) will ensure that all conditions of approval are satisfied prior to filing the plat for record with the County Clerk. The Permit Planner also coordinates the collection of all applicable fees including, but not limited to median landscaping, parkland dedication, and pro rata.
FOR PLAT/REPLAT REQUESTS:

- Define the acreage of subject property

- Describe, in detail, the location of the property [Example: approximately (distance) feet South of (street name), approximately (distance) feet North of (street name), approximately (distance) feet East of (street name), and/or approximately (distance) feet West of (street name).

- Identify phase of development

- Specify name of subdivision

- Submit preliminary screening and buffering plans, if applicable

- List proposed number of lots and common areas

- Provide reason(s) for proposed common areas (i.e.: to accommodate screening & buffering treatment, develop a private recreation facility)

- List any requests for consideration of a facilities agreement (for deferment of public improvements, pro-rata reimbursements, and the like)

- List any special considerations (i.e. requested variances and justification for said variances)

- Specify the type of the plat

- Specify if the proposed plat is for non-residential, multi-family residential, duplex residential or single family residential development

- Provide the signature and contact information of the owner or applicant
TIPS FOR SUBMITTAL

- Each submittal item above should be an individual file to upload through CSS and/or eReviews. For example: a multiple page site plan can be consolidated into a single file but a site plan and landscape plan should be two separate files.

- The plans’ files sizes should be as small as possible to allow for easy downloading and viewing from the internet.

REQUIRED CSS ATTACHMENTS:

- LETTER OF INTENT

- PLANNING APPLICATION must be completely filled out and signed by owner (separate letters of authorization will not be accepted)

REQUIRED EREVIEWS ATTACHMENTS (when uploading, please name all files as listed below):

- PLAT EXHIBIT formatted and scaled to a 24” x 36” page size

- PRELIMINARY UTILITY PLANS formatted and scaled to a 24” x 36” page size

- PRELIMINARY DRAINAGE PLANS formatted and scaled to a 24” x 36” page size

- SETBACK EXHIBIT (required for all single family and duplex residential subdivisions) formatted and scaled to a 24” x 36” page size

- SCREENING AND BUFFERING PLANS (required for all single family and duplex residential subdivisions) formatted and scaled to a 24” x 36” page size

- TREE SURVEY/TREE PRESERVATION PLAN AND APPLICATION (INCLUDING TREE PERMIT APPLICATION) formatted and scaled to a 24” x 36” page size

- LETTER OF INTENT

- PLANNING APPLICATION must be completely filled out and signed by owner (separate letters of authorization will not be accepted)

DUE TO HIGH SUBMITTAL VOLUMES AND DUE TO THE PLANNING DEPARTMENT’S CONTINUED EFFORTS TO PROVIDE THE VERY BEST CUSTOMER SERVICE TO ALL OF OUR APPLICANTS, BOTH ALREADY IN QUEUE AND NEW SUBMITTERS, INCOMPLETE SUBMITTALS CANNOT BE ACCEPTED
# PLAT/REPLAT FEE CHART

<table>
<thead>
<tr>
<th>Application</th>
<th>Preliminary-Final Plat/Replat³</th>
<th>Record Plat</th>
<th>Minor Plat/Replat³</th>
<th>Amending Plat</th>
<th>Conveyance Plat</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
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</tr>
<tr>
<td>Fee</td>
<td>$325 + $5 per lot</td>
<td>$325 + $10 per lot</td>
<td>$325 + $15 per lot</td>
<td>$150 + $10 per lot</td>
<td>$325 + $10 per lot</td>
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<tr>
<td>Letter of Intent</td>
<td>X</td>
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<tr>
<td>Plat</td>
<td>X</td>
<td>X</td>
<td>X</td>
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<td>X</td>
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<tr>
<td>Tree Survey with Tree Permit Application</td>
<td>X¹</td>
<td>X¹</td>
<td>X¹</td>
<td>X¹</td>
<td></td>
</tr>
<tr>
<td>Screening and Buffering Plan⁴</td>
<td>X²</td>
<td>X²</td>
<td>X²</td>
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<tr>
<td>Setback Exhibit</td>
<td>X²</td>
<td>X²</td>
<td>X²</td>
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<tr>
<td>Preliminary Utility Plans</td>
<td>X</td>
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<tr>
<td>Preliminary Drainage Plans</td>
<td>X</td>
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</tbody>
</table>

X—Each item is required at the time of submittal as a separate .pdf file.

¹—Tree Survey with Tree Permit Application or Affidavit of No Trees

²—Required for all single family and duplex residential subdivisions

³—Additional schematic plans may be required to assist in the complete and thorough review of the proposed plat.
1 North Arrow and Scale (1” = 20’ to 1” = 100’)

2 Legend

3 Vicinity Map

4 Legal Description/Metes and Bounds Description

5 Title Block to include the following information:
   - Proposed name of subdivision with section or sequencing designation, as appropriate (i.e. McKinney Subdivision Phase 12)
   - Acreage of the proposed subdivision
   - Applicant name, address, and phone number
   - Owner name, address, and phone number
   - Tract designation, abstract and other description according to the real estate records of the City or County
   - Total number of lots, and designation and amounts of land of the proposed uses within the subdivision

6 Purpose Statement (not required for preliminary-final plats)

7 Standard Notations

If the land is situated within the corporate limits of the City:

“All proposed lots situated in whole or in part within the city’s corporate limits comply with the minimum size requirement of the governing zoning district.”

If the land is situated within the City’s ETJ:

“All proposed lots situated entirely outside the city’s corporate limits and within the city’s extraterritorial jurisdiction comply with the subdivision ordinance.”

8 Certificates

Certification by a public surveyor registered in the state, that the plat represents a survey made by him or under their direct supervision, and that all the monuments shown thereon actually exist, and that their location, size and material are correctly shown;

A certificate of ownership and dedication, on a form approved by the director of planning, of all streets, alleys, parks, open spaces and public ways to public use forever, signed and acknowledged before a notary public by the owner and any and all lienholders of the land, and a complete and accurate description of the land subdivided and dedications made;

Approval Certificate by proper party

9 Plat Graphic

10 Curve and Line Table

11 Official Monuments
Platting within the City of McKinney is governed by the City of McKinney Subdivision Ordinance and the Texas Local Government Code Chapter 212. The following is a general description of the types of plats within the City of McKinney.

The Subdivision Ordinance applies to all property within the corporate limits of the City of McKinney as well as areas outside of the corporate limits of the City, but within the extraterritorial jurisdiction (ETJ) of the City. Any subdivision of land within the ETJ of the City of McKinney shall be processed through the Planning Department through the normal platting processes. Please refer to the Platting Checklists for additional information.

**PRELIMINARY-FINAL PLATS**
*(Section 142-74 of the Subdivision Ordinance)*

Preliminary-final plats are submitted for large subdivisions that dedicate right-of-way for new streets and may contain more than four lots. Preliminary-final plats are submitted to the Planning and Zoning Commission for approval, and any plat that requires a variance is submitted to the City Council for final approval. The preliminary-final plat is not filed for record with the County Clerk. An associated record plat, which must generally conform to the approved preliminary-final plat, must be submitted within 6 months of the approval of the preliminary-final plat or the approval is voided.

The following information provides a general list of the features to be shown; however please reference Section 142-74 for complete regulations:

- All drawings must be scaled to 24” x 36” (to be submitted digitally as PDFs)
- Scale of 1 inch = 20 feet to 1 inch = 100 feet

**Existing features inside the subdivision shall be identified:**

- Locations, widths, and names of all existing or platted streets, alleys, easements, railroad rights-of-way, and other important features such as creeks, abstract lines; and
- Existing easements, including sanitary sewer easements, water line easements, and storm sewer easements;
- Additional information as deemed necessary by the Director of Planning to adequately review the proposed plat.

**Existing features outside subdivision to be identified:**

- The existing features that are situated outside the proposed subdivision and within 200 feet of the perimeter thereof shall also be identified. Property lines and the names of adjacent subdivisions and/or the names of record of adjoining parcels of unsubdivided land shall be identified. Features situated outside the subdivision shall be appropriately distinguished from features situated within the subdivision.

**New features inside subdivision to be identified:**
The boundary line, accurate in scale, of the tract to be subdivided, with accurate distances and bearings indicated.

The layout, designations, names and widths of any and all proposed streets, alleys and easements.

The layout, lot numbers, and approximate dimensions of proposed lots and blocks.

All parcels of land intended to be dedicated or reserved for public use, or reserved in the deeds for the use of all property owners in the proposed subdivision, or reservations for other uses, together with the purpose or conditions and limitations of such reservations, if any.

Additional features to be shown on the plat:

- Location map of the proposed subdivision indicating major roadways or platted streets within 1,000 feet of the proposed subdivision shall be included.

- The proposed name of the subdivision with section or sequencing designation, as appropriate.

- North point, scale, date and acreage of the proposed subdivision.

- The names and addresses of the owner, developer and land planner, engineer, and/or surveyor, as appropriate.

- The tract designation, abstract and other description according to the real estate records of the City or County.

- Total number of lots, and designation and amounts of land of the proposed uses within the subdivision.

The subdivider shall place the following notation(s) on each page of a preliminary-final plat of land that is situated within the corporate limits of the city:

- "PRELIMINARY-FINAL PLAT FOR REVIEW PURPOSES ONLY"

- All proposed lots situated in whole or in part within the city’s corporate limits comply with the minimum size requirements of the governing zoning district and requirements of the subdivision ordinance.

The subdivider shall place the following notation on each page of a preliminary-final plat containing land that is situated outside the city’s corporate limits and within the extraterritorial jurisdiction of the city:

- "PRELIMINARY-FINAL PLAT FOR REVIEW PURPOSES ONLY"

- All proposed lots situated entirely outside the city’s corporate limits and within the city’s extraterritorial jurisdiction comply with the subdivision ordinance.

- The official monuments shall be tied at two points into the plane coordinates for the Lambert Conformal Conic Projection for Texas, North Central Zone. Reference may be made to Special Publication, No. 252, Plane Coordinate Projec-
State plane coordinates tied to two points on the plat boundary shall be shown on the plat.

Separate schematic plans required:

- A plan showing existing topography with contour lines of five feet, or less, with the proposed lot layout shown.
- A plan showing the proposed layout, lot numbers, and setback lines for single-family residential subdivisions.
- A plan of the proposed water and sanitary sewer lines and related facilities.
- A plan showing the proposed drainage facilities including drainage areas, storm water detention areas, preliminary estimated runoff, points of concentration, and the location of proposed lines, inlets, culverts, and bridges.
- An exhibit showing the entire proposed subdivision layout on a single page is required if a multiple page preliminary-final plat is submitted.

**PRELIMINARY-FINAL REPLATS**  
(Section 142-75 of the Subdivision Ordinance)

Preliminary-final replats are submitted for property that has been previously platted. All replats require a public hearing at the Planning and Zoning Commission. If the property that is proposed to be platted is zoned for single or two family residential uses, a 15 day property owner’s notice and legal notice are required to be sent to property owners and for publication. An associated record plat, which must generally conform to the approved preliminary-final plat, must be submitted within 6 months of the approval of the preliminary-final plat or the approval is voided. Preliminary-final replats are not filed for recordation with the County Clerk. A preliminary-final replat has the same characteristics of a preliminary-final plat with the exception that the subject property includes previously platted property.

Documentation submitted for approval of preliminary-final replats shall meet the preliminary-final plat requirements of section 142-74, except as follows:

- A purpose statement shall be provided on the proposed preliminary-final replat. This statement shall provide a brief synopsis of the reason for the proposed plat.

The subdivider shall place the following notation(s) on each page of a preliminary-final replat of land that is situated within the corporate limits of the city:

- “PRELIMINARY-FINAL REPLAT FOR REVIEW PURPOSES ONLY”
- All proposed lots situated in whole or in part within the city’s corporate limits comply with the minimum size requirements of the governing zoning district and requirements of the subdivision ordinance.

The subdivider shall place the following notation on each page of a preliminary-final replat containing land that is situated outside the city’s corporate limits and within the extraterritorial jurisdiction of the city:
"PRELIMINARY-FINAL REPLAT FOR REVIEW PURPOSES ONLY"

All proposed lots situated entirely outside the city’s corporate limits and within the city’s extraterritorial jurisdiction comply with the subdivision ordinance.

RECORD PLATS
(Section 142-76 of the Subdivision Ordinance)

The record plat must conform to the approved preliminary-final plat or preliminary-final replat. Typically, record plats are approved administratively by Staff. Any required public improvements must be constructed and accepted prior to filing the record plat with the County Clerk, unless otherwise specified by ordinance or an approved facilities agreement.

If the plat is designed in such a way that the residential lots create a backing condition onto a public thoroughfare, screening and buffering treatment is required. Screening and buffering treatments must be installed in accordance with Section 142-106 of the City of McKinney’s Subdivision Ordinance.

The record plat may constitute all or only a portion of the approved preliminary-final plat or preliminary-final replat. If record plats are submitted for approval by sections of the proposed subdivision, each section shall carry the name of the entire subdivision but shall bear a distinguishing letter, number, or subtitle. Block letters shall run consecutively throughout the entire subdivision, even though such subdivisions may be approved in sections/phases.

The following information provides a general list of the features to be shown; however please reference Section 142-76 for complete regulations:

- Drawings should be 24” x 36”
- Scale of 1 inch = 100 feet

Features to be shown

- The boundary lines with accurate distances and bearings, a metes and bounds description of the boundary with an error of closure not to exceed one in 5,000, exact acreage, and the exact location and width of all existing or platted streets intersecting the boundary of the tract. One copy of the traverse closure sheet shall accompany the record plat.

- Bearings and distances to the nearest established street lines, official monuments, or subdivision corner, which shall be found and accurately described on the record plat. Abstract lines and municipal and school district boundaries shall be shown.

- An accurate location of the subdivision in reference to the deed records of the county which shall include the volume and page of the deed of the property to be subdivided.

- Immediately adjacent properties, including lot and street layouts, and the county filing information.
The layout, width, and names of all streets and/or alleys with the bearings and distances between points of curvature.

The length of all arcs, radii, internal angles, points of curvature, length and bearing of the tangents. This data shall be provided on a table keyed to the curves on the record plat.

The location, width, and description of all easements for right-of-way provided for public services, utilities or fire lanes and any limitations on use of the easements.

All lot lines with accurate dimensions in feet and hundredths and with bearings and angles to street and alley lines to the nearest second.

For all lots located wholly or partially within or immediately adjacent to a floodplain area, as designated on maps provided by the Federal Insurance Administration, a designation of the minimum finish floor elevation allowed, which shall be at least two feet above the 100-year flood elevation at that point.

A continuous and sequential lettering and/or numbering of blocks and lots within the subdivision.

An accurate outline description and area to the nearest hundredth of an acre of all parcels of land that are offered for dedication or reserved for public use, or reserved in the deeds for the use of all property owners in the proposed subdivision or reserved for other uses, together with the purpose and conditions or limitations of such reservations and/or dedications, if any.

The accurate location, material and approximate size of all monuments and benchmarks.

The official monuments shall be tied at two points into the plane coordinates for the Lambert Conformal Conic Projection for Texas, North Central Zone. Reference may be made to Special Publication, No. 252, Plane Coordinate Projection Tables for Texas, published and printed by United States Department of Commerce, Coast and Geodetic Survey. State plane coordinates tied to two points on the plat boundary shall be shown on the plat.

A location map of the proposed subdivision indicating major roadways or platted streets within 1,000 feet of the proposed subdivision shall be included.

Additional information as deemed necessary by the Director of Planning to adequately review the proposed plat.

Title information

The proposed name of the subdivision with section or sequencing designation, as appropriate.

North point, scale and date.

The names and addresses of the owner, developer and land planner, engineer, and/or surveyor responsible for actual design of the subdivision
Certificates

☐ Certification by a registered public surveyor, registered in the State of Texas, to the effect that the plat represents a survey made by them or under their direct supervision and that all the monuments shown thereon actually exist, and that their location, size and material are correctly shown.

☐ A certificate of ownership and dedication, of a form approved by the plan administrator, of all streets, alleys, parks, open spaces and public ways to public use forever, signed and acknowledged before a notary public by the owner and any and all lienholders of the land, and a complete and accurate description of the land subdivided and dedications made.

☐ An original certificate, signed by the city tax assessor-collector, stating that all taxes and assessments then due and payable on the land contained within the subdivision have been paid. (Tax Certificates are not due upon submittal, and are only required prior to filing the plat for record).

☐ The following certificate shall be placed on the record plat in a manner that will allow the filling in of the certificate by the proper party:

   “Approved and Accepted”

   ________________________
   Presiding Officer’s Title (see below)
   City of McKinney, Texas

   ________________________
   Date

The presiding officer shall be determined as indicated below:

☐ For plats requiring administrative staff approval, the city manager shall be the presiding officer.

☐ For plats requiring planning and zoning commission approval, the chairman shall be the presiding officer. However, if the vice-chair presides over a meeting where a plat is approved, the vice-chair shall be authorized to serve as the presiding officer.

☐ For plats requiring city council approval, the mayor, or mayor pro-tem in the mayor’s absence, shall be the presiding officer.

☐ The subdivider shall place the following notation on each page of a record plat containing land that is situated outside the city’s corporate limits and within the extraterritorial jurisdiction comply with the subdivision ordinance.

Screening and Buffering and Construction Plans
If screening and buffering improvements are required as specified in Section 142-106 of the Subdivision Ordinance, screening and buffering plans shall be submitted at the time of record plat submittal.

Construction plans and profile sheets for all public improvements shall be submitted with the record plat. The approval of the record plat shall be contingent upon approval of construction plans and specifications by the City Engineer. Construction plans and profiles shall be drawn on sheets measuring 24 inches by 36 inches, and shall be the same size as the record plat. Each sheet shall include north point, scales, date and benchmark description to sea level datum. Each sheet shall show the seal and signature of the professional engineer who prepared the plans and shall include the following:

- A plan and profile of each street with top of curb grades shown. Scales shall be in one inch equals 40 feet horizontally, and one inch equals 5 or 6 feet vertically or such other scale approved by the City Engineer.
- The cross section of proposed streets, alleys and sidewalks showing the width and type of pavement, base and sub-grade and location within the right-of-way, and in accordance with the City Street Design Manual.
- A plan and profile of proposed sanitary sewers with grades and pipe size indicated and showing locations of manholes, cleanouts and other appurtenances, with a section showing embedment.
- A plan of the proposed water distribution system showing pipe sizes and location of valves, fire hydrants, fittings and other appurtenances, with a section showing embedment.
- A plan to scale of all areas contributing stormwater runoff or drainage within and surrounding the proposed subdivision. Such plan shall indicate size of areas, storm frequency and duration data, amounts of runoff, points of concentration, time of concentration and other data necessary to adequately design drainage facilities for the area.
- A plan and profile of proposed storm sewers, showing hydraulic data, pipe grades and sizes, manholes, inlets, pipe connections, culverts, outlet structures, bridges and other structures.

**MINOR PLATS**

*(Section 142-77 of the Subdivision Ordinance)*

Minor Plats are typically reviewed and approved administratively by Staff. Minor Plats may be forwarded to the Planning and Zoning Commission if Staff is unable to provide a positive recommendation. Minor plats are filed for record with the County Clerk. A minor plat typically is characterized by the following:

- No more than four lots are involved in the plat
- All proposed lots front onto an existing street
- Do not require the creation of a new public street or the extension of municipal facilities

If the plat is designed in such a way that the residential lots create a backing condition onto a public thoroughfare, screening and buffering treatment is required. Screening and buffering treatments must be installed in accordance with Section 142-106 of the City of McKinney’s Subdivision Ordinance.
The information listed for a record plat details the features that need to be shown on a minor plat with the following addition:

Schematic Plans:

- A plan showing existing topography with contour lines of five feet, or less, with the proposed lot layout shown.

- A plan showing the proposed layout, lot numbers, and setback lines for single family and duplex residential subdivisions.

- An exhibit showing the entire proposed subdivision layout on a single page will be required if a multiple page minor plat is submitted.

MINOR REPLATS

(Section 142-78 of the Subdivision Ordinance)

Minor replats are generally submitted for property that has been previously platted. All replats require a public hearing at the Planning and Zoning Commission. If the property that is proposed to be platted is zoned for single or two family residential uses, a 15 day property owner’s notice and legal notice are required to be sent to property owners and for publication. Minor replats are filed for recordation with the County Clerk. A minor replat has the same characteristics of a minor plat with the exception that the subject property includes previously platted property.

If the plat is designed in such a way that the residential lots create a backing condition onto a public thoroughfare, screening and buffering treatment is required. Screening and buffering treatments must be installed in accordance with Section 142-106 of the City of McKinney’s Subdivision Ordinance.

The information listed for a minor plat details the features that need to be shown on a minor replat with the following additions:

- A purpose statement shall be provided on the proposed minor replat. This statement shall provide a brief synopsis of the reason for the proposed plat.

AMENDING PLATS

(Section 142-79 of the Subdivision Ordinance)

Amending Plats are typically reviewed and approved by Staff. Amending Plats may be forwarded to the Planning and Zoning Commission if Staff is unable to provide a positive recommendation. Amending plats are filed for record with the County Clerk. An amending plat is typically submitted for the following reasons:

- To correct an error in a course of distance shown on the preceding plat.
- To add a course of distance that was omitted on the preceding plat.
- To correct an error in a real property description shown on the preceding plat.
- To indicate monuments set after the death, disability, or retirement from practice of the engineer or survey-
or responsible for setting monuments.
- To show the location or character of a monument that been changed in location or character or that is shown incorrectly as to location or character on the preceding plat.
- To correct any other type of scribener or clerical error or omission previously approved by the municipal authority responsible for approving plats, including lot numbers, acreage, street names, and identification of adjacent recorded plats.

The information listed for a record plat details the features that need to be shown on an amending plat with the following additions:

- A purpose statement shall be provided on the proposed amending plat. This statement shall provide a brief synopsis of the reason for the proposed plat.

**CONVEYANCE PLATS**

(Section 142-81 of the Subdivision Ordinance)

Conveyance plats allow a property owner to subdivide land that is not intended for immediate development for the purposes of sale. Conveyance plats generally allow a property owner to record the remainder of a parent tract that is larger than five acres, and that is created by the record platting of a portion of a parent tract. A conveyance plat also generally allows for the subdivision of property into parcels that are smaller than five acres, provided that each parcel has direct access to all public infrastructure via a dedicated easement or adjacency to existing infrastructure. Building permits may not be issued for a property that has only been conveyance platted. Conveyance plats are typically approved by the Planning and Zoning Commission.

The information listed for a record plat details the features that need to be shown on a conveyance plat with the following additions:

The following standard notation shall be added to each page of the proposed conveyance plat:

- **CONVEYANCE PLAT ONLY: NOT FOR DEVELOPMENT**

A conveyance plat is a map of property approved by the city for the purpose of sale or conveyance in its entirety or interests thereon defined. Lots created by a conveyance plat may not have all necessary public utilities available for immediate use. No certificate of occupancy shall be issued nor permanent public utility service provided to any lot(s) created by a conveyance plat until all required public improvements have been constructed and accepted and a record plat is filed for record with the county clerk. Selling a portion of property by metes and bounds, except as shown on an approved, filed and accepted conveyance plat, record plat, minor plat or minor replat is a violation of the city's Code of Ordinances and State Law.
The following items must occur following approval so that the plat can be filed with Collin County:

1) Staff Review
   - Please verify that all your public improvements have been accepted by the Engineering Department prior to submitting original signed copies of the plat.
   - Please submit a .pdf file of the plat through eReviews for final review and approval prior to printing original paper copies. This is to avoid the need to correct or reprint plats that need revisions. The conditions of approval noted above must be met before the filing of the plat.
   - Once all conditions of the approval have been met on the plat, the applicant submits three (3) original paper copies of each sheet to be filed, with legible seals and signatures. All notaries should write their expiration date with their signature and seal.

2) Tax Certificates
   - The applicant must provide certified, original tax certificates for the property being platted showing that no taxes are due.
   - For property inside the city limits, tax certificates are needed for the City, County, and the appropriate school district.
   - The certificates for the City, McKinney ISD, and County taxes can be obtained by contacting Kenneth L. Maun, Tax Assessor Collector for Collin County, at 2300 Bloomdale Rd. Suite 2104, McKinney 75071 or by phone at 972-547-5020 or metro 424-1460 ext. 5020.

3) City’s Approval Certificate
   - Once the original paper copies are acceptable for filing, they will be presented to the applicable city official for his signature.

4) Filing the Plat
   - After the Planning Department has the original paper copy and the tax certificates, the Planning Department will file the plat with the Collin County Clerk.
   - After the plat is filed, the applicant, or their agent, will be notified to pick up their copy of the filed plat.
Date: ____________________________

City of McKinney
Planning Department
221 North Tennessee Street
P.O. Box 517
McKinney, TX 75070

RE: Waiver of 30 day Processing Requirements for Plats

To Whom It May Concern:

This letter is to serve as a waiver of the 30-day processing requirement for my plat application. I no longer require that the City of McKinney Planning Department be held to the 30 day requirement.

Sincerely,

____________________________________
 Applicant/Owner

(Signature required)
INSTRUCTIONS FOR DIGITAL SUBMITTALS

Submitting an Application through the Citizen Self-Service (CSS) Portal

- Please make sure that you are logged in to your registered account in CSS.

- Select “Apply”, navigate to the Plan module, and select the Plan Type for which you want to apply.

- After submitting, you will be directed to a confirmation screen with your new plan number, and will receive an confirmation email letting you know the next steps.

- Once Staff has received the application and accepted the submittal, an invoice for payment will be issued. Payment made through CSS must be made with MasterCard, Visa or Discover. Payment by check must be made in person.

- Upon receipt of the required files through eReviews, Staff will begin review and return comments within 10 business days*.

Submitting Revisions Digitally through eReviews

- Once you have received an email indicating plan revisions are necessary, please submit revisions through eReviews.

- Upon receipt of the revision, Staff will begin review and return comments within 3 business days*.

Important Notes for All Digital Submittals

- If you have not yet registered in CSS, or need assistance with any of the steps above, please visit our How-To Guides or contact the Planning Department at 972-547-2000.

- All documents and plans must be submitted through eReviews. Please do not email files as Staff will be unable to accept them.

- Different case type submittals (i.e., a preliminary-final plat and a site plan for same project) should be submitted in through the individual case number shown in eReviews and CSS. Please note that failure to do so may result in processing and case review delays.

- Please note that when submitting through eReviews, only PDF files can be accepted.

*Zoning/Rezoning: PD District submittals may take longer than the typical review turnaround times.
LOCATION INFORMATION:
Address: _______________________________________________________________________________________
Survey Name and Abstract No. or Subdivision Name: _______________________________________________________________________________________
Lot, Block: ______________________________________ Addition Name: _____________________________
Number of Acres: ________________________________ Number of Lots: _____________________________
Geographic ID Number R-__________________________________R-_____________________________________
Geographic ID Number R-__________________________________R-_____________________________________

OWNER/APPLICATION INFORMATION:
Owner Name: __________________________________ Applicant Name: ________________________________
Company: _____________________________________ Company: _____________________________________
Address: ______________________________________ Address: ______________________________________
City, State, Zip: _________________________________ City, State, Zip: _________________________________
Phone: ________________________________________ Phone: ________________________________________
Email: _________________________________________ Email: _________________________________________

I will represent the application myself; or
I hereby designate _______________________________ (applicant above) to act as my agent for submittal, pro-
cessing, representation, and/or presentation of this application. The designee shall be the primary contact person
for this application.

I hereby certify that I am the owner of the property and certify that the information provided within this application is true
and correct. By signing below, I agree that the City of McKinney is authorized and permitted to provide information con-
tained within this application, including the email address, to the public and in response to a Public Information Request.

Owner Signature:____________________________________________________________ Date:________________________
Appendix Exhibit 15

Civil Construction Drawings Checklist
Instructions:

1. Use the attached list to verify the completeness of the engineering plans being submitted.
2. Check the box next to each item that has been provided on the plans.
3. If an item or section is not applicable to the given project, write “N/A”.
4. Add notes next to any items where clarification to City staff is needed.
5. Attach the completed checklist with the engineering plans at time of first submittal only.
6. Verify the items under Section A: First Plan Submittal Requirements are met. The Engineering Department reserves the right to reject any set of plans that do not meet these minimum submittal requirements.
7. The contact information must be signed and complete. All contact information is required and incomplete or missing fields will not be accepted.

Development Permit Information:

PROJECT NAME: ____________________________________________

PROJECT ADDRESS or PARCEL NUM: ____________________________

DEVELOPMENT PERMIT NUMBER: ____________________________

<table>
<thead>
<tr>
<th>Project Scope - Check all boxes that apply to the scope of this project:</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Subdivision Improvements</td>
</tr>
<tr>
<td>☐ Any construction activity within the flood plain? Specify</td>
</tr>
<tr>
<td>☐ Building to be located in Floodplain Area – Type of Use:</td>
</tr>
<tr>
<td>☐ Site/Street Grading Improvements</td>
</tr>
<tr>
<td>☐ Lift Station Improvements</td>
</tr>
<tr>
<td>☐ Trees will be removed.</td>
</tr>
<tr>
<td>☐ No trees will be removed. A &quot;Affidavit of No Trees&quot; will be submitted.</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Grading Permit Number:________________________________________ (If applicable)</td>
</tr>
<tr>
<td>Commercial Permit Number:______________________________________ (If applicable)</td>
</tr>
</tbody>
</table>
Project Contact Information:

Property Owner: ____________________________________________________________

Phone: __________________________ Email: ____________________________________

Developer: __________________________________________________________________

Phone: __________________________ Email: ____________________________________

Developer Representative: __________________________________ Title: ______________

Phone: __________________________ Email: ____________________________________

Design Engineer: __________________________________________________________________

Title: __________________________________________________________________

Phone: __________________________ Email: ____________________________________

Engineer Certification:

“I, the undersigned, Engineer of Record for this project, hereby certify that I have reviewed the Civil Engineering Plan Submittal Process packet, and that the information provided herein is correct and complete to the best of my knowledge.”

Signature: ______________________________ Date: ______________________________

Printed Name: __________________________
Please note: The following information is intended to assist the design engineer in preparation of civil drawings for review by City Staff. The following checklist is not intended to be a definitive list of all information or a list of design requirements. Refer to City design manuals for complete design information.

A. First Plan Submittal Requirements
   - Submit one complete electronic plan set to Engineering and one complete electronic plan set to Fire
   - This signed and completed plan review checklist submitted with electronic plans
   - In addition to site specific civil sheets, the following sheets are required in all plan sets:
     - Cover Sheet (per exhibit A)
     - Plat (recorded or proposed version)
     - Approved “stamped” Site Plan from Planning Department
     - City General Notes (see website for current notes)
     - Tree Survey & Preservation Plans (otherwise submit an affidavit of no trees)
   - Plans not meeting above requirements may be returned without a review and marked “Incomplete”

B. Requirements for all Civil Plan Sheets
   - Title block with engineering firm information, registration number, engineer’s seal, sheet title, and page numbers clearly shown
   - All plans shall be tied to the City of McKinney’s GPS monument system. A minimum of two benchmarks are required on all pertinent sheets with at least one being a City GPS monument
   - North Arrow and scale clearly shown on each plan sheet
   - Legend (relevant to each sheet) showing all special symbols, linetypes and hatch used
   - Street names labeled on all existing, proposed, and future streets
   - Lot & Block numbers and/or ownership info shown for all lots
   - Caution notes shown when working next to any existing utilities (public and franchise)

C. Order of sheets
   1. Cover Sheet
   2. Plat
   3. City General Notes (printed from website)
   4. Approved Site Plan (commercial projects)
   5. Dimensional Control Plan (commercial projects)
   6. Tree Survey
   7. Tree Preservation Plan
   8. Erosion Control Plan
   9. Post Construction Storm Water Quality Plan
   10. Grading Plan
   11. Drainage Area Map and Drainage Plans
   12. Water and Sewer Plans
   13. Paving Plans
   14. Sidewalk Layout Plan
   15. Street Light and Signage Plan
   16. Traffic Control Plan (site specific)
   17. Construction Details
   18. Approved Landscape Plan (commercial projects)
   19. Screening & Buffering Plans (residential projects)

D. Dimensional Control Plan (Non-residential projects)
   - Dimensions for all buildings, pavement and hardscape areas (i.e. parking areas, driveways, fire lanes, turn lanes, sidewalks, radii, throat depths, etc.) measured to the nearest 0.0’
   - Control points to structures (i.e. inlets, etc.) based on dimension from property corner or known feature (not from an arbitrary point parallel to property line)
   - Verification of public right-of-way widths. Dimension each property corner adjacent to public right-of-way to a perpendicular point on opposite side right-of-way line (do not label “variable width” only)
   - Dimension along right-of-way to nearest cross-street and/or driveway measured from edge of drive to edge of drive.
E. Tree Survey
- Property lines, right-of-way and easements shown and dimensioned
- All buildings, structures, and utilities (existing and proposed) shown
- FEMA and fully developed floodplains, NRCS lake tree preservation zone, and Erosion Hazard Setback shown
- Show existing grading contours
- List in table format, the species and size of all trees at least 6” in caliper measured at 4.5’ trunk height from ground
- Show surveyed location of trees

F. Tree Preservation Plan
- Property lines, right-of-way and easements shown and dimensioned
- All buildings, structures, and utilities (existing and proposed) shown
- FEMA and fully developed floodplains, NRCS lake tree preservation zone, and Erosion Hazard Setback shown
- Show existing and proposed grading contours
- List in table format, the species and size of all trees at least 6” in caliper measured at 4.5’ trunk height from ground
- Show surveyed location of trees and note existing trees to remain, trees to be removed and/or replacement tree types
- Show tree preservation fencing, and include standard fencing detail placed at drip line

G. Erosion Control Plan
- Existing and proposed contours clearly shown/labeled
- Existing and proposed storm lines and inlets shown
- List the total disturbed acreage including offsite and delineate limits of construction
- Sedimentation basin provided for disturbed basins 10 acres or greater
- Erosion Hazard Setback, FEMA 100-yr floodplain, and Fully Developed 100-yr floodplain delineated
- Appropriate BMP’s used and identified
- Phasing of BMP’s with construction activities listed/described
- BMP details provided, should be per current NCTCOG/iSWM standards dated April 2010 or later
- Stockpile area and batch plant areas shown and labeled
- Areas to be sodded or seeded shown and specified with permanent perennial vegetation
- Areas of permanent erosion control (other than vegetation) clearly shown

H. Post Construction Storm Water Quality Plan (For sites greater than one (1) acre)
- Proposed contours clearly shown/labeled
- Drainage areas and sub areas delineated and labeled
- Proposed storm water conveyance systems such as storm lines, storm inlets, grass channels, and vegetated swales shown
- Flow arrows for surface drainage shown
- Proposed non-structural and structural post-construction (permanent) BMPs to address post-construction run-off identified
- Wetlands delineated where applicable
- Erosion Hazard Setback, FEMA 100-yr floodplain, and Fully Developed 100-yr floodplain delineated easements (show post project FP) shown where applicable
- Description of long-term operation and maintenance of BMPs
- List the total site impervious area (ft² of all paving, roof areas, etc.) – Commercial Projects
- List the total site open space area (acres) – Residential Projects

I. Grading Plan
- Both onsite and offsite existing/proposed contours shown clearly labeled
- Date and name of firm who prepared geotechnical report with corresponding note stating: “Work shall be done in accordance with the Geotechnical Report by ______, dated ______.”
- Drainage clarified by flow arrows, high points, sags, ridges, and valley gutters
- Show driveway locations for all lots adjacent to storm inlets
- Show drop grade beams and elevations as needed
- Positive overflow provided at all low points, easements dedicated as needed
- Finished pad and/or floor elevations shown
- Minimum finished floor elevations shown adjacent to floodplains, ponds, creeks/channels, etc.
Clearly show all walls and label top/bottom elevations of wall at key locations
Erosion Hazard Setback, FEMA 100-yr floodplain, and Fully Developed 100-yr floodplain delineated easements (show both pre project FP and post project FP)
Erosion Hazard Setback determination sections provided (in plans or under separate cover)
Cross-sections and flow data for all swales and open channels provided
Spot shots shown to ensure proper drainage and adequate ADA/TAS routing where applicable

J. Drainage Area Map
- Existing contours clearly shown for entire drainage basin, both onsite and offsite. Aerial topography or similar is acceptable for offsite areas with major contour labels shown
- Drainage areas and sub areas delineated and labeled
- Flow arrows for surface drainage shown
- Existing and proposed storm lines and open channels shown
- Inlet designation labels shown
- Detention pond shown and labeled
- Drainage easements shown and labeled
- Zoning indicated for all offsite areas and/or land use assumptions specified
- Rational Method Peak Runoff Rate Computation Table shown (Q=KClIA) rounded to three significant figures
- Time of concentration and weighted runoff coefficient calculations shown as needed
- List the total site impervious area (ft² of all paving, roof areas, etc.) – Commercial Projects
- Erosion Hazard Setback, FEMA 100-yr floodplain, and Fully Developed 100-yr floodplain delineated

K. Hydraulic Calculations
- Street Flow Computation Table provided for all public streets for 10-yr and 100-yr events
- Inlet Interception Computation Table provided for all public inlets for 10-yr and 100-yr events
- Pipe Hydraulics Computation Table provided for all public lines for 10-yr and 100-yr events
- Provide electronic copies of all hydraulic computations on CD or digital media

L. Detention Pond Design and Hydraulic Calculations
- Detention pond design calculations shown, method used specified
- Provide detention pond volume sizing calculations and/or computation table
- Provide stage-discharge table and/or curve information
- Provide weir and/or orifice sizing calculations for outfall structure
- Provide electronic copies of all hydraulic computations or data files (HMS, RAS, StormCAD, PondPack, etc.) on CD or digital media
- Existing and proposed contours shown and labeled.
- Cross-section of pond including side slopes, normal pool elevation (if applicable), show 100-yr WSE, 10-yr WSE, and 1-yr, 24 hour WSE as required per the stormwater ordinance
- Detail of pond outfall structure showing all elevations as necessary
- Trash rack (and detail) provided for smaller orifice openings
- Overflow spillway location and design information provided
- Erosion Hazard Setback Easement outside detention pond easement and 100-yr floodplain(s) shown where applicable
- Show and label all existing/proposed utilities and easements
- Access/maintenance ramp provided (max slope 6:1)

M. Storm Drain Plan
Plan View
- Show and label all existing and proposed utilities
- Dimension location/spacing of utilities
- Label inlet type, inlet block-outs, size, paving station, and top of curb elevation at a minimum
- Label type and size of existing/proposed structures (i.e. headwalls, manholes/junction boxes)
- Label type, size and dimensions of all permanent outfall erosion protection.
- Show centerline stationing for pipe with PC & PT stations and curve data
- Label centerline stations for lateral connections, manhole & junction box locations, pipe size changes, headwalls, and future stub out connections
- 100-yr gutter flows and bypass shown at each inlet along public streets and firelanes
- Erosion Hazard Setback, FEMA 100-yr floodplain, and Fully Developed 100-yr floodplain shown
- Provide applicable construction details for all drainage structures

Profile View

Rev. September 2017
Existing and proposed ground line at centerline of pipe shown and labeled correctly
Show all hydraulic data including design flow, full flow capacity, friction slope, velocity, and velocity head. For partial flow conditions show design flow, full flow capacity, normal depth, normal velocity, and velocity head.
Label station and flowline elevation information for all structures, crossings, laterals, etc.
Label flowlines at every 50 foot station
Indicate length, type/class, slope and size of all storm pipes
Show and label 100-yr and/or 10-yr HGL, label HGL elevations at all junctions
All utility crossings and parallel sewer lines shown in profile
100-yr WSE shown at outfall for ponds, creeks and channels
Open channels shall also include a typical cross section with all hydraulic data

N. Water Plan
Plan View
- Show and label all existing and proposed utilities
- Show and label water line leading to fire sprinkler systems as “fire line” where applicable
- Label size, type and pressure class for all proposed water mains
- Show location for all water services and meters
- Show and label all easements
- Dimension location of all mains, services, meters, and spacing from other utilities
- Curve data and stationing provided as necessary
- Show and label all fire hydrants, valves, fittings, FDC locations, and back-flow prevention
- Label valves with paving station near barrier free ramps or ADA routes
Profile View
- Profile all water mains 12” and larger, or where a potential conflict may arise
- Existing and proposed ground line at centerline of pipe shown and labeled correctly
- Label station and flowline elevations at 100’ intervals, and for all fittings, laterals, and crossings
- Indicate length, type/class, slope and size of all lines
- All utility crossings and parallel sewer/storm lines shown in profile
- Indicate length, type and size of encasement as needed

O. Sanitary Sewer Plan
Plan View
- Show and label all existing and proposed utilities
- Dimension location of all mains from other utilities
- Label line name, size, thickness, and type of all proposed sanitary sewer lines
- Stub-outs labeled with size, slope, length, and flowline elevations (if not profiled)
- Show and label all easements
- Show centerline stationing for sanitary sewer
- Show and label all manholes with rim elevations, as well as cleanouts
- Indicate type and size of encasement where needed
- Show flow direction arrows for sewer main
- Topographic contours shown to delineate sewer basins
Profile View
- Profile shown for all mains 8” and larger, or where a potential conflict may arise
- Existing and proposed ground line at centerline of pipe shown and labeled
- Label station and flowline elevation information for all manholes, cleanouts, crossings, laterals
- Label flowlines at every 50 foot station
- Manhole inflow and outflow elevations to be designed with a minimum of 0.1’ drop
- Indicate the type and diameter for all manholes
- Indicate length, type/class, slope and size of all sanitary sewer pipe between manholes
- All utility crossings and parallel storm lines shown in profile
- Indicate length, type and size of encasement as needed

P. Paving Plan
Plan View
- For all new streets, a site specific geotechnical evaluation and pavement design submitted with plans
- Typical Pavement Section details shown (firelane, parking areas, streets, subgrade, etc.)
- For streets, centerline stationing at every 100’, PC’s, PT’s, and curve data labeled
- Intersection, driveway and island curb radii labeled
- All sidewalks and barrier free curb radii shown, labeled and dimensioned
- Existing, proposed, future streets and drives shown and labeled
- Right-of-way corner clips and sight visibility easements provided
- Storm inlets identified with paving stations and top of curb elevations at center of inlet.
- Drainage clarified by flow arrows at crests, sags, ridges, intersections, and valley gutters
- Show driveway locations for all lots adjacent to storm inlets and intersections

**Profile View**
- Existing ground line for left, right, and center of right-of-way shown
- Proposed top of curb line shown for all public streets, proposed invert line shown for all alleys
- Show right and left top of curbs at intersections where split grade occurs
- Top of curb/pavement elevations labeled at every 50 foot stations
- Vertical Curve stationing and elevations including PVC, PVI, PVT, crest/sag location, curve length, algebraic grade difference, and “K” values shown at a minimum
- Street grades shown to the nearest 0.01’. Max and min grades per street design manual
- Show “compacted fill” callout/note for all areas of fill

**Q. Sidewalk Layout Plan (Residential Subdivisions)**
- Provide a single scalable sheet showing all sidewalks to be installed with the development
- Distinguish between developer installed sidewalks and homebuilder installed sidewalks.
- Show actual layout locations and sizes of all proposed sidewalks and barrier free ramps
- Specify the Type (based on City or current TxDOT PED detail) of Barrier Free Ramps used at all locations
- Confirm sidewalk layout and grades (show in grading plan) meet ADA and TDLR standards

**R. Street Light and Signage Plan (Arterial Streets and Residential Subdivisions)**
- Show all street light locations, consideration should be given to electrical layout from utility company
- Show all stop signs and traffic related signage locations
- Street lights located on opposite side of street from Stop Sign
- Verification of fire hydrant placement relative to street lights and stop signs (3’ clear zone)
- If symbols used in plan, include appropriate legend for clarification

**S. Traffic Control Plan (Site specific)**
- Design site specific traffic control plan, TxDOT standard alone is inadequate
- Indicate posted speed limit or design speed
- Show all sign designation, sign graphic, and sign size
- Show channelization device type, locations, and spacing
- Show all traffic barricades and indicate type
- Show all detour routes and detour signage
- Show flagger locations where applicable
- Show message boards with text for two phases
- Show flashing arrow boards where applicable
- If symbols used in plan, include appropriate legend for clarification

**T. Screening & Buffering Plans (Residential Subdivisions)**
- Included with all residential subdivision projects
- Location of proposed and existing berms, fencing, walls or landscaping
- Sidewalks
- Location of streets and property lines
- Location of the screening and buffering area within the open space common area
- Location of existing and proposed utilities and easements
- Construction details of the fencing or walls
- Structural stamp for wall and fencing details
- Planting details
- Berm details
- Irrigation plan
**Construction/Utility Subcontractor Contact Information:**  
(Completed and submitted prior to the Pre-Construction meeting)

Please provide the company name, address, phone number and contact person information for all construction subcontractors used on this project as soon as available.

**NOTE:** This form must be completed and submitted prior to the request for a Pre-Construction meeting.

<table>
<thead>
<tr>
<th>Site/Street Grading</th>
<th>Utility Construction</th>
<th>Paving Construction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phone #:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>e-mail Address:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Field Contact:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cell Phone #:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>e-mail Address:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

General location of property & acreage:

For Subdivision Improvements only: Utility Company Signoff Signature of the representatives of the below utilities indicate that they have received all information necessary to design their facilities.

<table>
<thead>
<tr>
<th>Gas</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electric</td>
<td>Cable</td>
</tr>
</tbody>
</table>

**Important Information:**

A copy of the Notice of Intent (NOI) *(including those sites which are part of a larger common plan of development)* or Construction Site Permit (CSN) must be attached.  

Contractor is required to comply with the TPDES General Permit TXR15000 & shall maintain an SWP3 on-site.  
Appendix Exhibit 16

Tree Permit Requirements Checklist
TREE PERMIT REQUIREMENTS CHECKLIST

- Tree Permit Information
- Tree Permit Application
- Tree Permit Submittal Fees
- Reforestation Fund Published Schedule
- Quality Tree List

Emily Braht, Landscape Architect
City of McKinney Engineering Department
221 N. Tennessee Street
McKinney, TX 75069
Phone # 972-547-7408
Fax # 972-547-2604

This publication can be made available upon request in alternative formats, such as, Braille, large print, audiotape or computer disk. Requests can be made by calling 972-547-2694 (Voice) or email contact-adacompliance@mckinneytexas.org. Please allow at least 48 hours for your request to be processed.
TREE PERMIT INFORMATION

A permit is required before critically altering any protected tree, unless the protected tree:

- Endangers the public health, welfare, or safety and immediate alteration is required
- Disrupts public utility service (Only action required to restore service)
- Is located on the property of a licensed tree nursery
- Is located on a lot of record with a single family or duplex residence; is located outside the floodplain, tree preservation zone, erosion hazard setback easement; and has a caliper size of less than 27 inches.

Tree Permits

Tree Permits are required prior to the issuance of a development permit and building permit.

Submissions for Tree Permits must include:

1. The completed application form, signed by the owner of the property
2. Tree Survey (Two 24"X36" copies, and One 11"X17" copy) showing:
   - Applicant’s name, address, and phone number
   - Locator map
   - North arrow
   - Property lines, with dimensions
   - Engineering Scale (not larger than 1”=200’ – same as a site plan or plat)
   - Location of all right-of-way, and easements (existing, or proposed with associated construction project)
   - Location of all buildings, structures, pools, parking and vehicular maneuvering areas, utilities, sidewalks, and other improvements (existing or proposed)
   - Adjacent land uses, and zoning of adjacent properties
   - Creeks, lakes, and other water features (existing or proposed)
   - Location of FEMA one-hundred year floodplain, NRCS lake tree preservation zone, or erosion hazard setback easement.
   - Any proposed non-disturbance areas
   - Location, species, and size of all trees six inches (6”) caliper or greater measured at four feet six inches height (4’-6”)
   - Any additional information necessary to review the survey/plan

3. Tree Preservation Plan (Two 24"X36" copies, and One 11"X17" copy) showing:
   - Major site construction features, existing trees to remain, trees being removed, and replacement trees (type, location, number, and size indicated)
   - Proposed and existing contours
   - Identification of caliper, species, and location of trees that are to remain
   - Identification of caliper, species, and location of trees to be removed
   - Tree protection

4. Letter of intent

If a property contains no trees, please check Affidavit of No Trees under Type of Tree Permit Application within the Tree Permit Application. This can be accepted in lieu of a tree survey/plan. Contact the Landscape Administrator for more information.
TREE PERMIT APPLICATION

Type of Tree Permit Application

_____ Affidavit of No Trees

_____ Tree Removal

Application Information

Applicant Name: ________________________________

Company Name: ________________________________

Phone #: ________________________________ Email: ________________________________

Address: ________________________________ City: ________________________________ State: _____ Zip: ______

Owner’s Information (if different than applicant)

Name: ________________________________ Company Name: ________________________________

Address: ________________________________ City: ________________________________ State: _____ Zip: ______

Project Information

Project Name: ________________________________

Project Location: ________________________________

Class of Work

_____ Tree Removal

_____ Transplanting

_____ Trimming

I hereby certify that this application meets the requirements of Section 146-136 of the City of McKinney Code of Ordinances and further certify that all construction pertaining to this project shall meet the requirements of Section 146-136 of the City of McKinney Code of Ordinance. I understand the City of McKinney may refuse to accept any public requirements and/or issue a Certificate of Occupancy if there are outstanding violations of those requirements.

Signature of Owner/Applicant or Authorized Agent: ________________________________ Date: __________

Notary Public (Used for Affidavit of No Trees Only) ________________________________ Date: __________

Office Use Only

Project #: ________________________________

Permit Submitted: ________________________________

Permit Approved: ________________________________ Approved By: ________________________________
Tree Permit Submittal Fees

The Charge/fee for the services of the Engineering Department for review of submittals for tree permit processing and issuance shall be as follows:

<table>
<thead>
<tr>
<th>PERMIT</th>
<th>CHARGE/FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tree Permit</td>
<td>$50.00 + fee based on number of trees</td>
</tr>
<tr>
<td>Fee for sites with up to 10 trees</td>
<td>$10.00</td>
</tr>
<tr>
<td>Fee for sites with 10 to 50 trees</td>
<td>$50.00</td>
</tr>
<tr>
<td>Fee for sites with 50 + trees</td>
<td>$100.00</td>
</tr>
</tbody>
</table>

Fees due prior to receiving development permit.

Reforestation Fund Published Schedule

(Updated July 2009)

If an applicant cannot replace trees on the same property due to mitigation requirements, and if the Landscape Administrator does not approve replanting on an alternate site, the application shall make a payment into the Reforestation Fund.

- The amount of the payment per tree is as follows:
  
  3” caliper trees  $500.00  
  6” caliper trees  $1200.00

The Reforestation funds are for purchasing, growing and/or irrigating trees. These funds paid into the Reforestation Fund shall be spent within three (3) years of payment or shall be returned to the payer.
Section A-2. Quality tree list.

<table>
<thead>
<tr>
<th>COMMON NAME</th>
<th>BOTANICAL NAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>Caddo Maple</td>
<td>Acer sacharum ‘Caddo’</td>
</tr>
<tr>
<td>Red Maple</td>
<td>Acer rubrum</td>
</tr>
<tr>
<td>Shantung Maple</td>
<td>Acer truncatum</td>
</tr>
<tr>
<td>Texas Buckeye</td>
<td>Aesculus argute</td>
</tr>
<tr>
<td>Chittamwood</td>
<td>Bumelia lanuginose</td>
</tr>
<tr>
<td>Hickory</td>
<td>Carya spp.</td>
</tr>
<tr>
<td>Pecan</td>
<td>Carya illinensis</td>
</tr>
<tr>
<td>Redbud</td>
<td>Cercis spp.</td>
</tr>
<tr>
<td>Dogwood</td>
<td>Cornus drummondii</td>
</tr>
<tr>
<td>Smoketree</td>
<td>Cotinus coggyria</td>
</tr>
<tr>
<td>Hawthorn</td>
<td>Crataegus</td>
</tr>
<tr>
<td>Arizona Cypress</td>
<td>Cupressus arizonica</td>
</tr>
<tr>
<td>Leyland Cypress</td>
<td>Cupressocyparis leylandii</td>
</tr>
<tr>
<td>Texas Persimmon</td>
<td>Diospyros texana</td>
</tr>
<tr>
<td>Texas Ash</td>
<td>Fraxinus texensis</td>
</tr>
<tr>
<td>Gingko</td>
<td>Ginkgo biloba</td>
</tr>
<tr>
<td>Possumhaw Holly</td>
<td>Ilex decidua</td>
</tr>
<tr>
<td>Yaupon Holly</td>
<td>Ilex vomitoria</td>
</tr>
<tr>
<td>Alligator Juniper</td>
<td>Juniperus deppeana</td>
</tr>
<tr>
<td>Walnut</td>
<td>Juglans nigra</td>
</tr>
<tr>
<td>Eastern Red Cedar</td>
<td>Juniperus virginiana</td>
</tr>
<tr>
<td>Golden Raintree</td>
<td>Koelreuteria paniculata</td>
</tr>
<tr>
<td>Crape Myrtle</td>
<td>Lagerstroemia indica</td>
</tr>
<tr>
<td>Sweetgum</td>
<td>Liquidambar styraciflua</td>
</tr>
<tr>
<td>Southern Magnolia</td>
<td>Magnolia grandiflora</td>
</tr>
<tr>
<td>Saucer Magnolia</td>
<td>Magnolia soulangiana</td>
</tr>
<tr>
<td>Star Magnolia</td>
<td>Magnolia stellate</td>
</tr>
<tr>
<td>Crabapple</td>
<td>Mallus spp.</td>
</tr>
<tr>
<td>Dawn Redwood</td>
<td>Metasequoia glyptostroboides</td>
</tr>
<tr>
<td>Eldarica Pine</td>
<td>Pinus eldarica</td>
</tr>
<tr>
<td>Austrian Pine</td>
<td>Pinus nigra</td>
</tr>
<tr>
<td>Chinese Pistache</td>
<td>Pistachia chinensis</td>
</tr>
<tr>
<td>Sycamore</td>
<td>Platanus occidentalis</td>
</tr>
<tr>
<td>Cherry Laurel</td>
<td>Prunus caroliniana</td>
</tr>
<tr>
<td>COMMON NAME</td>
<td>BOTANICAL NAME</td>
</tr>
<tr>
<td>----------------------</td>
<td>-------------------------------------</td>
</tr>
<tr>
<td>Mexican Plum</td>
<td><em>Prunus mexicana</em></td>
</tr>
<tr>
<td>Sawtooth Oak</td>
<td><em>Quercus acutissima</em></td>
</tr>
<tr>
<td>Lacey Oak</td>
<td><em>Quercus laceyi</em> (Q. glauoides)</td>
</tr>
<tr>
<td>Bur Oak</td>
<td><em>Quercus macrocarpa</em></td>
</tr>
<tr>
<td>Black Jack Oak</td>
<td><em>Quercus marilandica</em></td>
</tr>
<tr>
<td>Chinquapin Oak</td>
<td><em>Quercus muhlenbergii</em></td>
</tr>
<tr>
<td>Water Oak</td>
<td><em>Quercus nigra</em></td>
</tr>
<tr>
<td>Willow Oak</td>
<td><em>Quercus phellos</em></td>
</tr>
<tr>
<td>Shumard Oak</td>
<td><em>Quercus shumardi</em></td>
</tr>
<tr>
<td>Texas Red Oak</td>
<td><em>Quercus shumardi</em> ‘Texana’</td>
</tr>
<tr>
<td>Durand Oak</td>
<td><em>Quercus sinuate</em></td>
</tr>
<tr>
<td>Bigelow Oak</td>
<td><em>Quercus sinuate var. breviloba</em></td>
</tr>
<tr>
<td>Post Oak</td>
<td><em>Quercus stellata</em></td>
</tr>
<tr>
<td>Live Oak</td>
<td><em>Quercus virginiana</em></td>
</tr>
<tr>
<td>Carolina Buckthorn</td>
<td><em>Rhamnus caroliniana</em></td>
</tr>
<tr>
<td>Western Soapberry</td>
<td><em>Sapindus drummondii</em></td>
</tr>
<tr>
<td>Eve’s Necklace</td>
<td><em>Sophora affinis</em></td>
</tr>
<tr>
<td>Pond Cypress</td>
<td><em>Taxodium ascendens</em></td>
</tr>
<tr>
<td>Bald Cypress</td>
<td><em>Taxodium disichum</em></td>
</tr>
<tr>
<td>Cedar Elm</td>
<td><em>Ulmus carassifolia</em></td>
</tr>
<tr>
<td>Lacebark Elm</td>
<td><em>Ulmus parvifolia</em></td>
</tr>
<tr>
<td>Rusty Blackhaw</td>
<td><em>Viburnum rufidulum</em></td>
</tr>
</tbody>
</table>
Appendix Exhibit 17

Portion of FEMA FIRM panel 0145J
Appendix Exhibit 18

City of McKinney Impact Fee Calculator


### Impact Fee Calculator

TO USE THE ONLINE IMPACT FEE CALCULATOR, FOLLOW THESE SIMPLE STEPS:

**FIRST:** Select the project Service Area

**SECOND:** Select date (or anticipated date) of Final Plat Recordation and Building Permit issuance

**THIRD:** Fill in the yellow blanks and identify land use, number of development units, meter size, and number of meters.

*Note: the calculator will NOT work until the Final Plat Recordation and Date of Building Permit has been selected.

Worksheet Last Updated: 2/7/2017

---

**Date of Final Plat Recordation:** 11/20/2013 and after

**Service Area (select from list):** SA D

**Date of Building Permit:** 5/20/2014 and after

---

**ROADWAY IMPACT FEE:**

<table>
<thead>
<tr>
<th>Land Uses (select from list):</th>
<th>Development Unit</th>
<th>Development Units: 174</th>
<th>Impact Fee Per Development Unit: $4,340.02</th>
<th>Roadway Impact Fee: $755,162.78</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apartment/Multi-family</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**TOTAL ROADWAY IMPACT FEE:** $755,162.78

---

**WATER IMPACT FEE (EXCLUDING IRRIGATION METERS):**

<table>
<thead>
<tr>
<th>Meter Size / Type (select from list):</th>
<th># of Meters: 5</th>
<th>Impact Fee Per Meter: $10,746.01</th>
<th>Water Impact Fee: $53,730.05</th>
</tr>
</thead>
<tbody>
<tr>
<td>2” Ultrasonic</td>
<td></td>
<td></td>
<td></td>
</tr>
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<td></td>
<td></td>
<td></td>
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</tbody>
</table>

**TOTAL WATER IMPACT FEE (EXCLUDING IRRIGATION METERS):** $53,730.05

---

**IRRIGATION METERS (WATER IMPACT FEE):**

<table>
<thead>
<tr>
<th>Meter Size / Type (select from list):</th>
<th># of Meters: 1</th>
<th>Impact Fee Per Meter: $2,200.99</th>
<th>Irrigation Meter Fee: $2,200.99</th>
</tr>
</thead>
<tbody>
<tr>
<td>1” Simple</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
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<td></td>
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<tr>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL IRRIGATION METER (WATER IMPACT FEE):** $2,200.99

---

**WASTEWATER IMPACT FEE:**

<table>
<thead>
<tr>
<th>Meter Size / Type (select from list):</th>
<th># of Meters: 5</th>
<th>Impact Fee Per Meter: $1,345.76</th>
<th>Wastewater Impact Fee: $6,728.81</th>
</tr>
</thead>
<tbody>
<tr>
<td>2” Ultrasonic</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**TOTAL WASTEWATER IMPACT FEE:** $6,728.81

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**TOTAL IMPACT FEE:** $817,822.63

For reference purposes only. Fee amounts exclude any credits and/or offsets that may exist. For an official estimate, contact the Planning Department at 972.547.7475.