Article 17 CONCEPT PLANS

ADOPTED: AUGUST 18, 2009

CASE NUMBER: TA090801

ORDINANCE NO. 7995

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SECTION 1 – DESCRIPTION AND PURPOSE

- 17.1.1 Concept Plans are designed to expedite the development process, reduce costs for developers by working out site design issues prior to design of a project, assure compliance with the Comprehensive Plan, federal and state stormwater runoff and drainage regulations, and the City's Drainage Design Manual. Concept Plans shall require approval by the Planning and Zoning Commission. The purpose of this Article is to establish standard criteria principles, procedures and practices for development within the City and its extraterritorial jurisdiction in a user-friendly format.
- 17.1.2 Each zoning district contains a dominant type of land use or mix of land uses with specific physical requirements that regulate structure size and placement on the site. A Concept Plan is used to review the natural topography and drainage, impact of proposed land uses on the adjacent properties, neighborhood, road systems, existing and planned infrastructure and to determine the need for additional dedications, erosion hazard areas and design criteria. It is intended to be a general outline showing topography, drainage, vegetation, access, primary circulation, areas to be used for buildings, parking, landscaping and buffering, and areas that should be preserved or protected. The purposes of the Concept Plan review are:
 - A. To identify the integrated site plan design practices to be used (see *Exhibit B* in this Article and the City Drainage Manual).
 - B. To calculate the requirements of the proposed site design practices.
 - C. To select, locate, and show approximate size of proposed structural stormwater controls (see City Drainage Manual).
 - D. To establish the limits of proposed clearing and grading.
 - E. To ensure use-to-use compatibility between the proposed land uses, zoning district and the surrounding area;
 - F. To minimize potential hazardous, adverse or objectionable effects of the proposal;
 - G. To ensure safe points of access and internal circulation to all future lots and adjacent properties including median breaks and turn lanes.
 - H. To ensure that all subdivision requirements such as right-of-way width and utility easement dedications can be met;
 - I. To ensure that all zoning district development standards such as lot size, minimum setbacks and landscaping can be met; and
 - J. To establish ranges of uses, location of structures, vehicular circulation, parking layout and other conditions of record for future development.

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17.1.3 The City of Grand Prairie encourages the use of integrated site design practices consistent with the City's Comprehensive Plan and the integrated Storm Water Management (iSWM) Design

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Unified Development Code | *Grand Prairie Planning Department*

Manual for Site Development as applicable to develop the site layout. The City's recommended integrated site design practices are found in Exhibit B of this Article and in Appendix H of the Unified Development Code. These practices include:

- A. Preserving the natural feature conservation areas defined in the site analysis;
- B. Fitting the development to the terrain and minimizing land disturbance;
- C. Reducing impervious surface area through various techniques; and
- D. Preserving and utilizing the natural drainage system wherever possible.

SECTION 2 – APPLICABILITY

- 17.2.1 Based upon the review of existing conditions and site analysis, the applicant shall submit a professionally prepared Concept Plan for the project. The Concept Plan shall be submitted to the City to, "review the plans submitted by the applicant before ground is broken." ¹
- 17.2.2 The Concept Plan shall be required for all new building and site developments occurring on unplatted property prior to the submittal of a Preliminary Plat, rezoning request, clearing and grubbing permit, and/or preliminary engineering work. Such plan shall be required for the following development scenarios:
 - A. Proposed residential development of thirty (30) or more residential lots occurring on unplatted property;
 - B. Proposed non-residential and multi-family developments of five (5) acres or more occurring on un-platted property;
 - C. The Planning and Zoning Commission may require the submittal of a Concept Plan as a condition of record in conjunction with any request for a change of zoning; or
 - D. For other development scenarios, regardless of the platted condition of the property, for which the Development Review Committee deems the review of a Concept Plan is necessary for the purpose of addressing issues related to the health, safety and welfare of future or existing developments and population within adjacent properties.
- 17.2.3 During the Concept Plan stage, the applicant shall submit the majority of the layout of the site work including the conceptual stormwater management system design and layout. The exact scope-of-work for the initial submittal shall be determined between the applicant and city staff at a pre-development conference. After Concept Plan approval, but prior to clearing, grading and excavating activities, the applicant shall comply with the requirements of Article 12, "Platting."

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¹ EPA 833-F-00-008, Stormwater Phase II Final Rule

SECTION 3 – AMENDMENTS AND APPEALS

- 17.3.1 An application for a Concept Plan shall be filed in a manner consistent with the requirements contained in 17.1.2 of this Article. The application shall be reviewed to ensure consistency with the intent, purpose and requirements of this section, the underlying zoning district, the Comprehensive Plan, the Drainage Design Manual and the Unified Development Code.
- 17.3.2 A request to amend an approved Concept Plan shall be filed in accordance with the requirements contained in section 17.1.3 of this Article. All amendments shall conform to the intent, purpose, and requirements of this section, the underlying zoning district and the Unified Development Code. Minor or major amendments shall be characterized by the following types of proposed changes:

A. Minor Amendments:

- 1. Additions to an existing structure, which does not increase the gross floor area by more than 5%:
- 2. Minor relocation or reorientation of buildings, lot lines and/or easements;
- 3. Relocation of points of access, which will improve traffic circulation on adjacent public rights of way as determined by the Traffic Engineer;
- 4. Relocation of internal access and circulation;
- 5. Relocation or rearrangement of parking areas;
- 6. Reduction of established square footage and/or density limitations;
- 7. Increase of landscape or building setbacks; and
- 8. Renewal of an expired development plan for which no major design changes to comply with current development standards is necessary;
- 9. To modify proposed integrated site plan design practices;
- 10. To modify the location or size of proposed structural stormwater controls.

B. Major Amendments:

- 1. Creation of new freestanding buildings;
- 2. An increase in gross floor area of the established square footage by more than 5%;
- 3. Major relocation of buildings, lot lines and/or easements;
- 4. Relocation of points of access that are not clear improvements;
- 5. Changes to established land uses or building types;
- 6. Increase of established building height;
- 7. Decrease of perimeter landscape or building setbacks;
- 8. Renewal of an expired development plan in which major design changes are necessary to comply with current development standards;
- 9. To add proposed integrated site plan design practices not required for drainage plan approval; and

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- 10. To add structural stormwater controls not required for drainage plan approval.
- 17.3.3 Pursuant to 17.2.2 of this Article, any decision of the Development Review Committee may be appealed to the Planning and Zoning Commission. Any decision of the Planning and Zoning Commission is appeal able to the City Council in accordance with Section 1.11.5.9 of the Unified Development Code.



SECTION 4 – SUBMITTAL CRITERIA

17.4.1 Concept Plan For City review purposes, the Concept Plan shall include site layout mapping and plans (recommended scale of 1" = 50' unless otherwise specified by the City), containing the following information (**see** Exhibit A):

Exhibit A

Concept Plan Components

Project Description

- **1.** Address and legal description of site.
- 2. Vicinity map.
- 3. Land use.

Existing Conditions

- 1. Copy of applicable digital orthophotos showing proposed project boundaries.
- 2. A topographic map of existing site conditions (no greater than a 2-foot contour interval recommended) with drainage basin boundaries indicated and project boundaries shown.
- 3. Total size area (acres).
- 4. Total impervious area as percentage (%) of total area.
- 5. Benchmarks used for site control.
- 6. Perennial and intermittent streams.
- 7. Mapping of predominant soils from USDA soil surveys.
- 8. Boundaries of existing predominant vegetation.
- 9. Location and boundaries of other natural feature protection and conservation areas such as wetlands, lakes, ponds, floodplains, stream buffers and other setbacks (e.g., drinking water well setbacks, septic setbacks, etc.).
- 10. Location of existing roads, buildings, parking areas and other impervious surfaces.
- 11. Existing utilities (e.g., water, sewer, gas, electric) and easements.
- 12. Location of existing conveyance systems such as grass channels, swales, and storm drains.
- 13. Flow paths.
- 14. Location of floodplain/floodway limits and relationship of site to upstream and downstream properties and drainages.
- 15. Location and dimensions of existing channels, bridges or culvert crossings.

Conceptual Site Layout

- 1. Complete the Concept Plan Worksheet (see Exhibit A).
- 2. Hydrologic analysis to determine conceptual runoff rates, volumes, and velocities to support selection of storm water controls.
- 3. Conceptual site design identifying integrated site design practices used (see Exhibit B in this Article).
- 4. Delineation of erosion hazard setback.
- 5. Conceptual estimates of storm design approach requirements.

- 6. Conceptual selection, location, and size of proposed structural storm water controls.
- 7. Conceptual limits of proposed clearing and grading.
- 8. Total proposed impervious area, as a percentage (%) of total area.
- 17.4.2 The completed Concept Plan shall be submitted to the City for review and approval. The City encourages the use of integrated site design practices consistent with the City's Comprehensive Master Plan and the integrated Storm Water Management (iSWM) Drainage Design Manual for Site Development as applicable to develop the site layout. Examples of integrated site design practices can be found in Exhibit B of this Article and in Appendix E of the Comprehensive Plan. These practices include:
 - A. Preserving the natural feature conservation areas defined in the site analysis;
 - B. Fitting the development to the terrain and minimizing land disturbance;
 - C. Reducing impervious surface area through various techniques; and
 - D. Preserving and utilizing the natural drainage system wherever possible.
- 17.4.3 Concept Plans will be reviewed by the Development Review Committee and the Planning and Zoning Commission.

SECTION 5 - REVIEW CRITERIA

- 17.5.1 A Concept Plan shall be reviewed using the criteria listed below. No Concept Plan shall be approved unless the plan is consistent with the intent and purpose of the Unified Development Code (UDC) and meets the requirements of the Drainage Design Manual, all federal and state regulations, the existing Comprehensive Plan and proposed land uses surrounding the site per Ordinance #7295. An application submittal for Concept Plan approval shall be deemed incomplete if it lacks the necessary information to determine compliance with the following criteria:
 - A. Does the Concept Plan layout conform with/fit the natural site topography and landforms? If the surface topography exceeds a four-degree slope, site coverage shall be amended to include cluster development or higher densities on those slopes under four degrees. Extensive earthwork, terracing, and surface grading should be avoided on slopes exceeding four degrees.
 - B. Does the Concept Plan utilize natural drainage-ways, streams and wetlands to manage storm water runoff in compliance with the Drainage Design Manual?
 - C. Are the permitted uses, bulk requirements and required landscaping appropriate to the type of development, the neighborhood and the community? Does the density encourage preservation of open space, the creation of parks, and encourage a variety of housing types? Is there a minimum of 15% common or public open space for all residential development with more than 20 units or 10 acres?

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- D. Are the proposed ingress/egress points, traffic circulation, parking areas, loading, service areas and pedestrian areas designed to promote safety, convenience and ease of traffic flow and pedestrian movement both on and off the site?
- E. Will the proposed development overburden the capacities of existing streets, utilities, parks, schools and other public facilities?
- F. Does the proposed development promote the stabilization and preservation of the existing properties in adjacent areas and surrounding residential neighborhoods? There should be no more than 250 units of multi-family housing located within one mile of 150 or more multi-family units.
- G. Does the Concept Plan show how any potentially detrimental use-to-use relationships (e.g. commercial use adjacent to single-family homes) will be mitigated? Does the development provide a gradual transition between uses of differing intensities?
- H. Is the proposed Concept Plan in conformance with all requirements of the Unified Development Code, the Drainage Design Manual, all state and federal regulations, and with all applicable elements of the Comprehensive Plan?
- 17.5.2 Whenever a Concept Plan is required with an application for the establishment or change of a zoning district, it shall be reviewed by the Planning and Zoning Commission at its first scheduled public meeting following the date of submittal. Other Concept Plans may be approved administratively or referred to the Planning and Zoning Commission at the discretion of the Director of Planning and Development for consideration at their next regularly scheduled public hearing following submittal of the Concept Plan. As an alternative to the administrative review process, the applicant or Director of Planning and Development may submit any plan to the Planning and Zoning Commission. Amendments to approved Concept Plans may be approved by:
 - A. The Development Review Committee (administrative review);
 - B. The Planning and Zoning Commission (if referred by the Development Review Committee or if an application involves the establishment or change of zoning);
 - C. The Planning and Zoning Commission (if required by the original motion or ordinance approving the project).

SECTION 6 – COORDINATE WITH PRELIMINARY AND FINAL PLATS

- 17.6.1 A Concept Plan and application for a Preliminary Plat should include all applications for clearing, grubbing, grading and excavation per Article 12, "Platting." (EPA 833-F-00-008, Stormwater Phase II Final Rule).
- 17.6.2 If the applicant wishes to phase the platting and construction of the development, a preliminary plat shall be submitted and approved with the Concept Plan. A preliminary plat would propose a sequence of development and the provision of required public improvements. A preliminary

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- plat must be reviewed and approved by all appropriate City departments before a final plat for a portion of the district may be submitted.
- 17.6.3 A phased project in an MU zone district shall comply with the mix of use requirements that are applicable to each phase and shall comply with any preliminary plat requirement.
- 17.6.4 If a phased project contemplates a disproportionate share of the required mix of uses, open space, required landscaping, recreational facilities or other common amenities to be provided in future phases, some form of assurance is required so that if the future phases are not developed, sufficient mix of uses or common facilities will be provided for the phases actually developed. Suitable assurances in the form of a letter of credit, escrow or recorded agreements by the mortgage holder or owner guaranteeing the development of the common amenities and facilities must be submitted before the development or minor development plan may be approved.
- 17.6.5 Subdivision plats of a site shall comply with the approved Concept Plan where such plan is required. If revisions are required, the plan shall be amended prior to approval of the final plat.

SECTION 7 – EXPIRATION

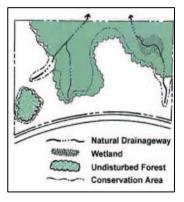
- 17.7.1 A Concept Plan expires five years after the approval date if no development plans have been approved within the five-year period, which acts to implement the Concept Plan; or two years from the date of approval of the most recently submitted development plan for development illustrated on the Concept Plan. Prior to the expiration of a Concept Plan, a one year extension of the Concept Plan approval may be authorized by the Director of Planning and Development if a review of the plan shows that no major changes in the City's development standards or in the development pattern of the surrounding properties has occurred.
- 17.7.2 After a Concept Plan expires, no development plans may be submitted until a new Concept Plan has been reviewed and approved in accord with the procedures and criteria outlined in this section or if the development plan covers the entire zoning district thus eliminating the need for a Concept Plan. Review of the expired Concept Plan may be processed as either a minor or a major amendment to the Concept Plan. Said review procedures shall be based upon the Director of Planning and Development's decision as to whether major or minor design changes need to be made to comply with the current development standards.
- 17.7.3 The Concept Plan is intended to be a planning document only. Approval of this plan does not grant any variances to the adopted Unified Development Code, public works design manual, including the traffic engineering division policy and design standards manual.



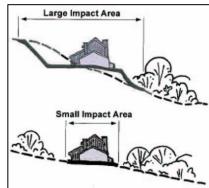
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Exhibit B **Examples of Integrated Design Practices**

Identification of natural features and resources that can be used to protect water resources by reducing storm water runoff, providing runoff storage, reducing flooding, preventing soil erosion, promoting infiltration and removing storm water pollutants is the first step in a Conceptual Drainage Plan.



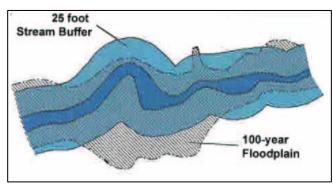




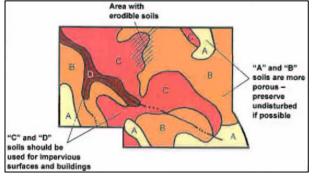
Show Natural Conservation Areas

Preserve Riparian Buffers

Avoid Steep Slopes







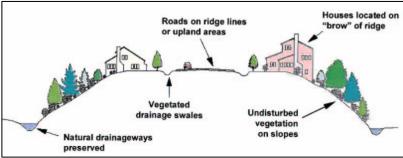
Minimize Sitting on Permeable/Erode-able Soils

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Examples of Integrated Site Design Techniques

Techniques to reduce the amount of stormwater runoff, the impacts of that runoff, and take advantage of the site's natural features.





Fit Layout & Building Terrain

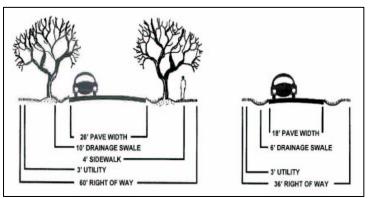
Preserve Natural Topography





Fit Layout & Building Terrain

Fit Layout & Building Terrain





Reduce Roadway Lengths and Widths

Develop "Around" Open Space



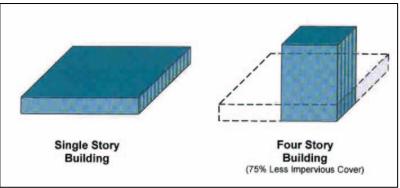
Examples of Integrated Site Design Techniques



Reduce Impervious Cover







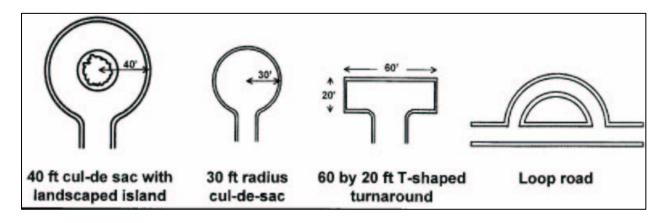
Build "UP" not "OUT"

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Examples of Integrated Site Design Techniques

	entional Minimum Par ce: ITE, 1987; Smith, 19			
Land Use	Parking Req	Actual Average Parking		
Land Use	Parking Ratio	Typical Range	D 1	
Single family homes	2 spaces per dwelling unit	1.5–2.5	1.11 spaces per dwelling unit	
Shopping center	5 spaces per 1000 ft ² GFA	4.0-6.5	3.97 per 1000 ft ² GFA	
Convenience store	3.3 spaces per 1000 ft ² GFA	2.0-10.0	-	
Industrial	1 space per 1000 ft ² GFA	0.5-2.0	1.48 per 1000 ft ² GFA	
Medical/ dental office	5.7 spaces per 1000 ft ² GFA	4.5-10.0	4.11 per 1000 ft ² GFA	
GFA = Gross floor are	a of a building without s	torage or utility spa	aces.	

Reduce Parking Footprint



Fewer and Alternative Design Cul-de-Sac's

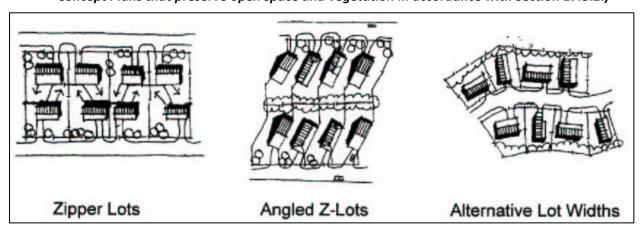
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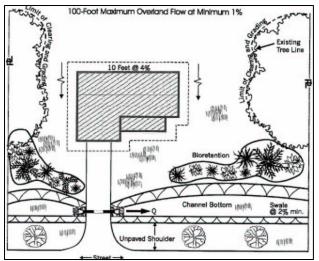
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Examples of Integrated Site Design Techniques



Examples of Reduced Frontages and Side Yard Setbacks (to be considered as an option for Concept Plans that preserve open space and vegetation in accordance with Section 17.3.2.)



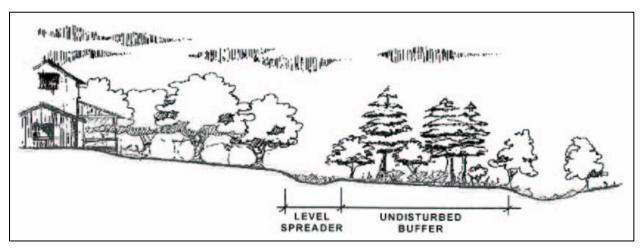




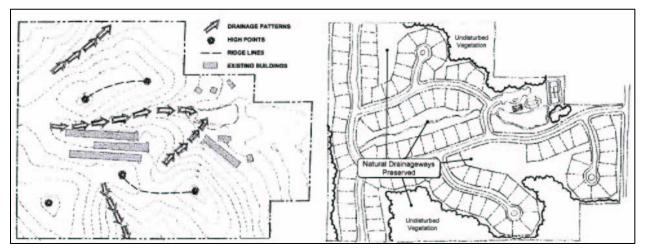
Create Natural Feature to Manage Stormwater

Collect Parking Lot Stormwater in Landscaped Islands

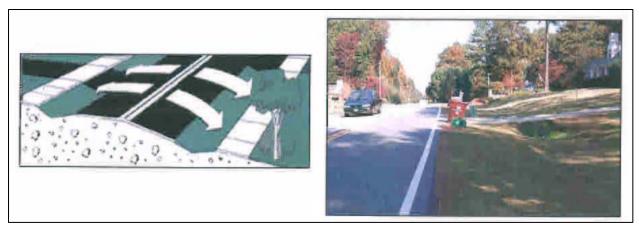
Examples of Integrated Site Design Techniques



Use a Level Spreader with a Riparian Buffer to Manage Runoff



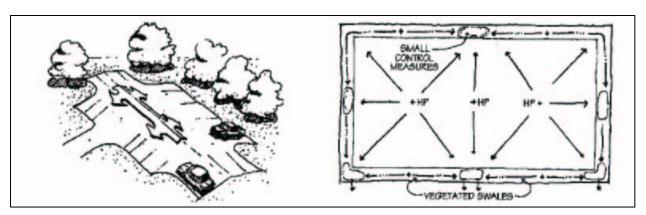
Use Natural Drainage Ways Instead of Storm Sewers and Structural Drainage Systems







Examples of Integrated Site Design Techniques



Design Paved Surfaces to Disperse Stormwater Flow to Vegetated Areas





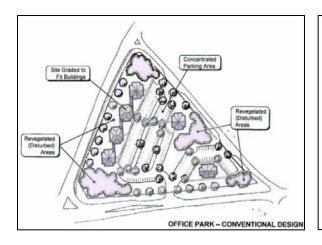
Conventional Subdivision Site Plan

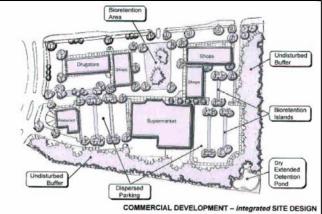
Integrated Subdivision Site Plan

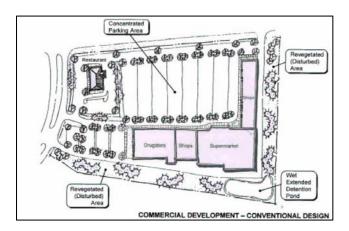
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Examples of Integrated Site Design Techniques



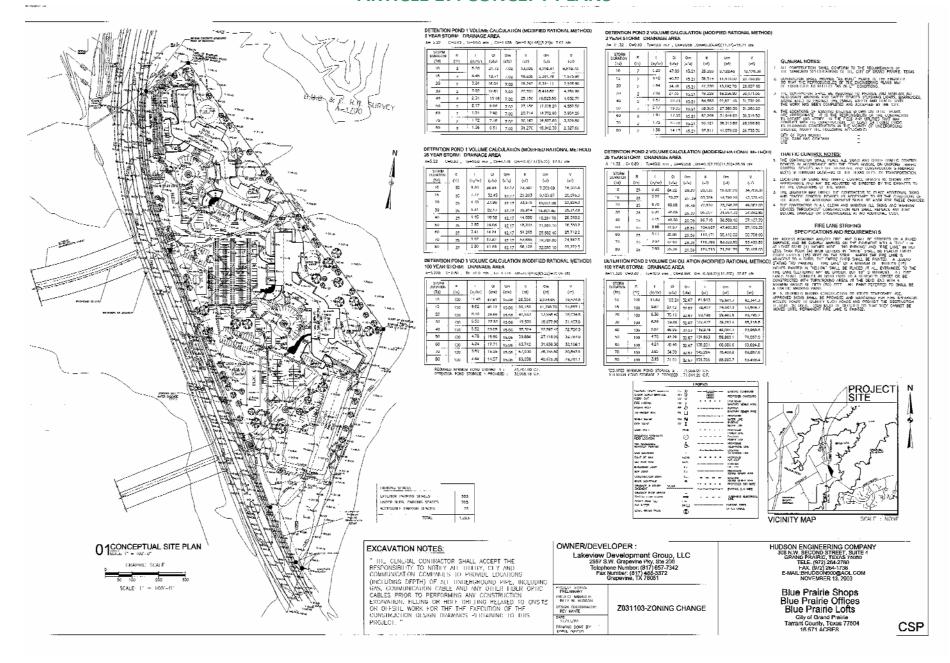






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