



City of Southlake
COMPREHENSIVE PLAN AMENDMENT APPLICATION

Department of Planning & Development Services, 1400 Main Street, Suite 310, Southlake, TX 76092

Phone: (817) 748-8069 Fax: (817) 748-8077

Website: www.cityofsouthlake.com

Title of Plan

Subdivision Name Lot(s) Block(s)

Survey Name(s) Abstract No.(s) Tract(s)

Address/Location

Applicant

Owner (attach additional sheets if necessary)

Company

Company

Contact

Contact

Address

Address

Telephone

Telephone

Fax

Fax

Email*

Email*

Main Contact for Project

Phone

Email*

Fax

**Email should only be provided if you consent to your email address becoming a part of public record.*

The applicant(s) hereby certifies that the statements contained in this application are true and provide an accurate representation of the proposed amendment(s).

Signature of Applicant _____

Date

Signature of Owner 1 _____

Date

Signature of Owner 2 _____

Date

Signature of Owner 3 _____

Date

Please complete the submittal requirements on the following pages.

SECTION 1: FUTURE LAND USE MAP AMENDMENT

Is the amendment a change to the future land use map?
Refer to Table 3 for appropriate zoning districts for specific land use designations.

If no, please continue to Section 2. If yes, please submit the following:

Future Land Use Map Amendment Submittal Requirements:

1. Completed Table 1: Future Land Use Map Amendment and Table 2: Land Use Mix (if applicable).
2. Map that clearly indicates the boundary of the proposed change and includes the land use designation of all surrounding properties.
3. A letter that includes:
 - a. A summary of features in the proposed project that do not conform to the Future Land Use Map.
 - b. Identification of conditions that have changed to warrant a change in the land use designation. Provide specific reasons as to why the existing land use designation (both underlying and optional, if applicable) is no longer appropriate for the site. This may include demographic data, traffic counts, etc.
 - c. An explanation of why the requested land use designation is more appropriate than the existing designation.
 - d. An explanation of how the requested land use designation is compatible with surrounding land use designations.
 - e. Justification as to how the proposed development fits within the area and fulfills the goals of the Consolidated Land Use Plan, the goals of the applicable Area Plan, and the goals of Southlake 2030.
 - f. Identification of unique characteristics of the area that supports this type of development.
 - g. Any additional information to support the amendment.
4. Any additional maps or other information to support the amendment. This may include topographic maps, soils survey, tree survey, etc.

SECTION 2: TEXT AMENDMENT

Is the amendment a change to the text of the Consolidate Land Use Plan?

If yes, please submit the following:

Text Amendment Submittal Requirements (for site specific amendments):

1. A map that clearly indicates the boundary of the proposed change and includes the land use designation of all surrounding properties.
2. A letter that includes:
 - a. The requested change to the Consolidated Land Use Plan text. Provide the existing text and show changes by ~~striking through~~ deleted text and underlining added text. Reference the page number(s) from the plan.
 - b. A summary of features in the proposed project that do not conform to the Future Land Use Map.
 - c. Reasons as to why the existing plan text should be modified for the subject area.
 - d. Justification as to how the proposed development fits within the area and fulfills the goals of the Consolidated Land Use Plan, the goals of the applicable Area Plan, and the goals of Southlake 2030.
 - e. Identification of unique characteristics of the area that supports this type of development.
 - f. Any additional information to support the amendment.

Text Amendment Submittal Requirements (for amendments that apply to the entire city):

1. A letter that includes:
 - a. The requested change to the Consolidated Land Use Plan text. Provide the existing text and show changes by ~~striking through~~ deleted text and underlining added text. Reference the page number(s) from the plan.
 - b. Reasons as to why the existing plan text should be modified. Identify any conditions that have changed to warrant an amendment. Be specific and include supporting data such as demographic data, topographic maps, traffic counts, aerial photos, applicable regional and/or state plans, etc.
 - c. Any additional information to support the amendment.

Table 1: Future Land Use Map Amendment Table
To be completed for all proposed Future Land Use Map amendments

| Tract(s) or Lot(s) | Acres or Sq. Ft. | Current Zoning | Existing Use(s) | Proposed Use(s) | Proposed Zoning | Current Land Use Designation | Proposed Land Use Designation |
|--------------------|------------------|----------------|-----------------|-----------------|-----------------|------------------------------|-------------------------------|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Total Acres or Square Footage

Table 2: Land Use Mix Table*

Proposed Land Use

| Land Use | Percentage of Acreage | Recommended Range from the Consolidated Land Use Plan |
|----------|-----------------------|---|
| | | |
| | | |
| | | |

* To be completed for all amendments with a proposed land use designation of Low Density Residential, Medium Density Residential, Office Commercial, Retail Commercial, Regional Retail, Mixed Use, Town Center, Rural Conservation, Employment Center. Consult the Consolidated Land Use Plan for the recommended land use mix for each land use designation.

Table 3: Appropriate Zoning Districts by Land Use Designation

| Zoning District | Floodplain | Corps of Engineers | Public Parks/Open Space | Public/Semi-Public | LD Res. | MD Res. | Office Commercial | Retail Commercial | Regional Retail | Mixed Use | Town Center | Industrial | RC | EC1 | EC2 | ECR |
|-------------------|------------|--------------------|-------------------------|--------------------|---------|---------|-------------------|-------------------|-----------------|-----------|-------------|------------|----|-----|-----|-----|
| CS | | | X | X | | | | | | | | | | | | |
| AG | | | | | X | | | | | | | | X | | | |
| RE | | | | | X | X | | | | | | | | | | |
| SF2 | | | | | X | X | | | | | | | | | | |
| SF1A/SF1B | | | | | X | X | | | | | | | | | | |
| SF30/SF20 A/SF20B | | | | | | X | | | | X | | | | | | |
| MF1/MF2 | | | | | | X | | | | X | | | | | | |
| MH | | | | | | X | | | | | | | | | | |
| O1/O2 | | | | | | X | X | X | X | X | X | | | | | |
| C1 | | | | | | X | | X | X | X | X | | | | | |
| C2 | | | | | | | | X | X | X | X | | | | | |
| C3 | | | | | | | | X | X | | | | | | | |
| C4 | | | | | | | | | X | | | | | | | |
| B1/B2 | | | | | | | X | | | X | | X | | | | |
| I1/I2 | | | | | | | | | | | | X | | | | |
| HC | | | | | | | | | X | X | | | | | | |
| DT | | | | | | | | | | | X | | | | | |
| RC | | | | | X | | | | | | | | X | | | |
| EC | | | | | | | | | | X | | | | X | X | X |
| TZD | | | | | | | | | | | | | | | | |
| SP1/SP2* | | | | | | | | | | | | | | | | |
| RPUD | | | | | | X | | | | | X | | | | | |
| NRPUD | | | | | | | | X | X | X | | X | | | | |

*Refer to base zoning

Notes:

1. This table is to be used for reference purposes only. Deviations from this table may require a Future Land Use Map amendment.
2. Please consult the Consolidated Land Use Plan for the scale and context criteria, appropriate land use mix, and definition for each land use designation. Consult the Area Plans for site specific land use recommendations. Deviations from the scale and context criteria, recommended land use mix, site specific land use recommendations, or other aspects of the Consolidated Land Use Plan or Area Plans may require a Consolidated Land Use Plan text amendment.
3. The Planning & Development Services Director will make the final determination on the necessity for a land use amendment.