

P&Z Commission Training Series 2023

Topic 2: Development Process

What is the Development Process?

A development process is the stages of planning and construction leading to the development of a site

Non-Residential Development



Residential Development



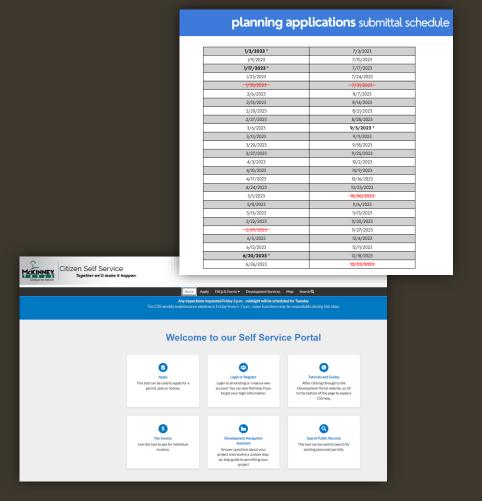
¹Conveyance Plat – Used to convey property prior to development

²Site Plan/Building Permit – May include Čertificate of Appropriateness and/or Façade Plan reviews

³Preliminary Plat – Required when there are more than ⁴ lots or public improvements are required

Submittal Process and Turnaround

- Planning submittals are accepted on most Mondays from 8 a.m. to 5 p.m.
 - If the Monday is a holiday, submittals are accepted on Tuesdays
- All submittals are applied through the Citizen Self Service (CSS) portal
- Initial reviews are 10 business days
- Subsequent reviews are 4 business days





Pre-Development Meetings

- Provides an opportunity for an applicant and city staff to review a proposed development prior to a formal submittal
- The Planning, Engineering, Fire Marshal, Parks and Recreation, and Building Inspections Departments provide valuable feedback based on the development requirements and process for the proposed project
- Pre-Development meetings are held 2 weeks after application on Wednesday mornings and Thursday afternoons
- These meetings can be in-person or virtually at no cost to our development community



Zoning/Rezoning

- The zoning process is where an applicant establishes the initial zoning on a property or requests a different zoning district than what currently exists
- Submittal Documents:
 - Letter of Intent
 - Zoning Exhibit
 - Metes and Bounds Description
 - Development Standards (Planned Development District requests)
- Approval Body:
 - Recommendation by the Planning and Zoning Commission
 - Final Action by the City Council
- The average time for zoning approval is 3-6 months

Table 2.4. Zaning Districts Established	
Table 2-1: Zoning Districts Established Base Zoning Districts	Section
Residential Districts	
R43 Residential Estate	204D
R12 Residential	204E
R8 Residential	204F
R6 Residential	204G
R5 Residential	204H
TR1.8 Townhome Residential	2041
FR Flex Residential	204J
MR Mixed Residential	204K
MF30 Multi-Family Residential	204L
MHR Manufactured Home Residential	204M
Non-Residential Districts	
C1 Neighborhood Commercial	204N
C2 Local Commercial	2040
C3 Regional Commercial	204P
O1 Office	204Q
O2 Regional Office	204R
AG Agricultural	204V
AP Airport	204W
Industrial Districts	
I1 Light Industrial	204S
I2 Heavy Industrial	204T
Other Districts	
GC Government Complex	204U
MTC McKinney Town Center	204Y
PD Planned Development	204V
Overlay Zoning Districts	Section
H Historic Overlay	204Z
HC Highway Commercial Overlay	204AA
TMN Traditional McKinney Neighborhood Overlay	204BB



Specific Use Permit

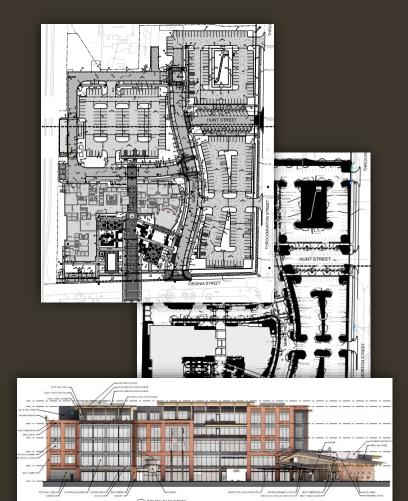
- A discretionary approval required prior to certain uses being permitted in particular zoning districts
- Submittal Documents:
 - Letter of Intent
 - Specific Use Permit Exhibit
 - Metes and Bounds Description
- Approval Body:
 - Recommendation by the Planning and Zoning Commission
 - Final Action by the City Council
- The average time for Specific Use Permit approval is 3-4 months

Table 2-26: Table of Uses																													
NOTE: See Appendix 2B: MT	C - M	cKinr	ney T	own	Cen	ter f	for N	ITC I	use t	able																			
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		& Standards	R43	R12	R8	R6	R5	TR1.8	FR	MR	MF30	MHR	C1	C2	C3	01	02	П	12	GC	AG	AP							
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Airport terminal	205F.4	4																				Р							
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Animal care and services, outdoor boarding	205F.8	8													2			Р	Р		S	Г							
Arts or cultural center	205F.9	9	<u>s</u>	<u>s</u>	<u>s</u>	<u>s</u>	<u>s</u>	<u>s</u>	<u>s</u>	<u>s</u>	Р	<u>s</u>	Р	Р	Р	Р	Р	Р	Р	Р	<u>s</u>	<u>s</u>							
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Site Plan

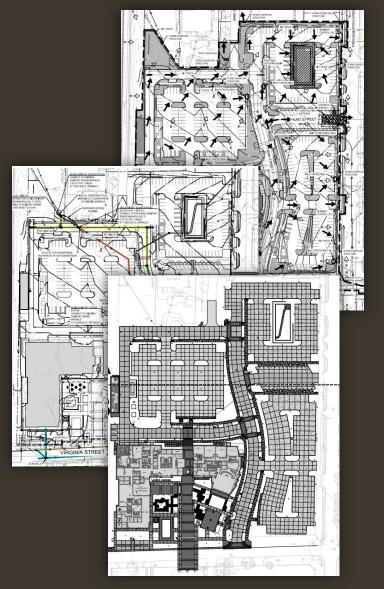
- A site plan is a drawing of a site that includes the layout of buildings, drive aisles, parking, walls, etc.
- Submittal Documents:
 - Site Plan Exhibit
 - Landscape Plan
 - Tree Preservation Plan
 - Façade Plan (Historically Significant Area (HSA) properties)
 - Preliminary Utility and Drainage Plan
- Approval Body:
 - Staff
 - Planning and Zoning Commission and/or City Council Considers requested design exceptions and/or required approval body by certain Planned Development District
- The average time for Site Plan approval is 3-6 months





Development Permit (Civil Set)

- A Development Permit is permit with the Engineering Department for the review and approval of all new public improvement construction and reconstruction projects in the City and ETJ
- Submittal Documents:
 - Plat
 - Stamped Site Plan and Landscape Plan
 - Tree Survey & Tree Preservation Plans
 - Standard Details for Construction
- Approval Body:
 - Staff
- Once approved and released, civil construction may begin
- The average time for Development Permit approval is 3-5 months





Platting

- A plat is a plan that shows a subdivision or creates lots for development
- Plat Types:
 - Conveyance Plat
 - Preliminary Plat/Final Plat
 - Minor Plat
- Approval Body:
 - Staff
 - City Council or Planning and Zoning Commission Considers requested variances to the Subdivision Ordinance
- The average time for plat approval is 1-2 months
- Parkland fees for residential projects are issued
- Plats are not filed until final acceptance of the Development Permit construction

- Replat
- Amending Plat



Building Permit

- A building permit is a permit with the Building Inspections Department to construct a new building or expand and/or remodel an existing one.
- Submittal Documents:
 - Construction Plans
 - Photometric Site Plan
- Non-Residential Permits
 - Can be submitted at any time during the development process
 - · Roadway and Utility Impact Fees issued
 - · Parkland Fees issued
- Residential Permits
 - · Cannot be submitted until the plat is filed
 - · Roadway and Utility Impact Fees issued
- Approval Body:
 - Staff
- The average time for building permit approval is 3-4 months



Development Process Recap

Non-Residential Development



Residential Development



¹Conveyance Plat – Used to convey property prior to development

²Site Plan/Building Permit – May include Čertificate of Appropriateness and/or Façade Plan reviews

³Preliminary Plat – Required when there are more than 4 lots or public improvements are required



Any questions?