



Substantially Conforming Site Plan Checklist

The following is a partial listing of requirements for Substantially Conforming Site Plan applications as found in Anna's development regulations and policies. A completed checklist must be submitted with each application. Applicants shall indicate compliance with standards by checking the box adjacent to the standard. Failure to comply with standards could result in rejection of application and/or delay of Substantially Conforming Site Plan Approval. Adopted within Section 9.04.052 (Site Planning Procedures) of the Zoning Ordinance.

Substantially Conforming Site Plan Standards *(check if provided; indicate NA if not applicable)*

Substantially Conforming Site Plans are minor amendments to existing site plans. *A current approved site plan or revised site plan shall be used as the base sheet.* Substantially Conforming Site Plans shall comply with the following standards:

- Proposed building revisions/expansions are less than 1,000 gross square feet in area.
- Proposed building revisions/expansions are no closer to residential properties than current buildings.
- Building revisions/expansions do not increase the height of the building.
- Parking lot revisions/expansions are 20 spaces or less.
- Plan has not been amended using the substantially conforming site plan process more than twice since the last site plan or revised site plan was approved.
- Adding emergency electrical generators.
- Adjustments to open space, landscaping, and screening do not substantially change the original plan.

Section 1 - Plan Format & General Standards *(check if provided; indicate NA if not applicable)*

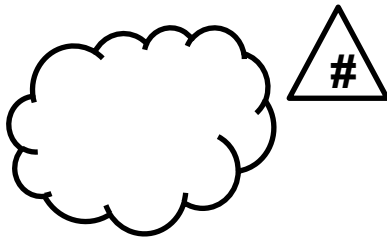
Plan graphics shall comply with the following plan format and general standards:

- Sheet size shall be 24" x 36", black and white drawing in landscape view. No blueline copies will be accepted.
- Plan is clear and legible.
- The building and/or parking expansions/revisions are "clouded." Number (label) each expansion/revision and place the number within a triangle (delta).
- A revision table is provided that states the number, brief description, and date of each expansion/revision.

- Title block in the lower right-hand corner should reflect “Substantially Conforming Site Plan” as the plan type.

SUBSTANTIALLY CONFORMING SITE PLAN
Subdivision Name Block A, Lot 1
Gross Acreage City of Anna, Collin County, Texas Survey And Abstract Name
Date of Preparation

- The site data summary table is revised/updated to reflect expansions/revisions.



Revision Table		
#	DATE	Explanation

Section 2 - Site Information *(check if provided; indicate NA if not applicable)*

For the proposed site, provide the following as applicable:

- Open storage: location, size of area, and screening must be labeled.
- New solid waste: Provide interior dimensions and label enclosure screening
- Emergency electrical generators must be shown and labeled. Fuel type and tank capacity must be labeled. Location for refueling vehicles must be indicated. Add note: “Tentative location of emergency electrical generator. Location may change subject to compliance with zoning, building, fire, and noise regulations.”

By signing this document, I attest that this plan complies with the Zoning Ordinances and Subdivision Regulations, Engineering Standards, and all other applicable codes and ordinances of the City of Anna.

Preparer’s Name (printed)

Preparer’s Signature