

## SITE PLAN REQUIREMENTS

This appendix to the La Porte Development Ordinance prescribes criteria for the preparation of **Minor Development Site Plans** and information, which must be submitted therewith. Development Site Plans may be prepared by a Texas registered engineer or land surveyor.

The site plan is subject to additional information and needs to be on one or maximum two standard size 24"x 36" sheet. Five (5) copies of the site plan are necessary. All fees must be paid at the time of submittal.

### A. GRAPHIC CONTENTS:

(Items 1 thru 8 are suggested to be in the title block)

1. **Name of Development**
2. **Type of Development:** commercial or industrial use, zoning, SIC #(if any)
3. **Address:** legal address of the site assigned by the city
4. **Description of Land;** on which lot(s), block number, outlot(s), subdivision, \_\_\_\_ acres out of the \_\_\_\_ survey, abstract no., Harris County, Texas.
5. **Name of Owner** (If a company or corporation, list name and title of authorized representative)
6. **Name of Developer** (If a company or corporation, list name and title of authorized representative)
7. **Scale of the plan**
8. **Name of Registered Engineer or Surveyor** who prepared site plan. The current seal and signature should be on the statement.
9. **Vicinity/Key Map** (to show relation of development to surrounding streets, railroads, and water courses) should be located in the northeast corner of the site plan sheet.
10. **North Arrow** (Pointing towards top of the sheet)
11. **Boundaries:** Draw perimeter boundaries of the development
12. **Fire Hydrant:** Show location of the nearest fire hydrant within 300' of the development.
13. **Topography:** Define high banks and flow lines of watercourses. Define post-development limits of other natural or man-made physical development obstacles. Include cut and fill changes to the site.
14. **Building Lines:** Indicate building lines adjacent to all street right-of-ways. Show required building setbacks; front, rear, and side for this zoning district.
15. **Adjacent properties:** Indicate name, location, recorded information of other developments, streets, easements, watercourses, acreage tracts, and other natural or manmade features.

16. **Building Footprints:** Draw the footprint of each existing or proposed building site and show overall dimensions and building type for each building. Show shortest distances from each building to the nearest building and property line.
  17. **Streets:** Show right-of-ways of all streets and alleys, either existing or proposed, within the boundaries and immediately adjacent to the site. Show right-of-way width at points of curvature and at changes in width.
  18. **Detention:** A drainage plan shall be included to the site plan or on a separate sheet. For required detention, see details in PICM.
  19. **Utility Easements:** Indicate location, widths, and types with line size, taps and/ or routing (utility, water, sanitary sewer, gas, drainage, and power etc.) for all existing and proposed easements. Indicate recording information for existing easements.
  20. **Landscaping:** Show existing and proposed landscaping with legend to meet requirements of Section 106-800, Code of Ordinances. Landscaping is required along the front property line and along the side property lines in a minimum four feet wide planting strip with a combination of trees and shrubs. In addition, **screening** plan is required when the development is adjacent to residential zoning district.
  21. **Irrigation:** All new/proposed landscaping shall be provided with an approved irrigation system. A separate permit shall be required from the City.
  22. **Parking:** Standard size is 9'x18' for regular and 14'x 20' for accessible. Maneuvering isle width for 90 degree parking is min. 25'. Number of parking spaces required or provided with parking formula is needed on the plan. For Design Standards, see figures 10-1 thru 10-3 (Section 106-835).
  23. **Sidewalks:** Show existing or proposed sidewalks to the site.
  24. **Dumpster:** Show dumpster location. Dumpster needs to be screened from the public view.
  25. **Other Needs:** A minimum of 6" clean out and sample well are required near the building. Grease trap (if applicable) needs to be shown. The City will prescribe the size and location.
  26. **Building Design Standards:** 100% Masonry/Glass products required along major thoroughfares and TIRZ#1, Sections 106-443, 106-522, & 106-680, Code of Ordinances.
  27. **Dedication Statements or Certificates:** where appropriate, must appear on the Development Site Plan (see language attached).
    - a) Flood Statement
    - b) Site Plan Accuracy Certificate
    - c) City's Approving Authority Certificate
- B. **DOCUMENTATION:** The following documents shall be provided for approval of Development Site Plans.
- a) A copy of the Driveway Permit either from the City, County, or TxDOT.
  - b) A copy of the service outlet location letter from the Electric Company.
- C. **MYLAR:** Once the site plan is approved, a reproducible or mylar of the site plan sheet must be provided to the City.

**FLOOD STATEMENT**

This tract is in Flood Zone ----- and not within the 100- year Flood Plain according to the FEMA Map # ----- , Dated June 18, 2007.

**CITY APPROVING AUTHORITY CERTIFICATE**

This is to certify that the City of La Porte, Texas has approved this site plan and development of \_\_\_\_\_ in conformance with the Ordinances of the City of La Porte.

By: \_\_\_\_\_  
Director, Planning Department

**SITE PLAN ACCURACY CERTIFICATE**

I, (name of engineer or surveyor) , am registered under the laws of the State of Texas to practice the profession of engineering (or surveying) and hereby certify that above plat or site plan is true and correct; and that all bearings, distances, angles, curve radiuses, and central angles are accurately shown on the plat.

(Signature of Engineer or Surveyor)  
(Print Name)

Texas Registration No. -----  
(Affix Seal)