

**CITY
OF
TYLER**

PROCESS

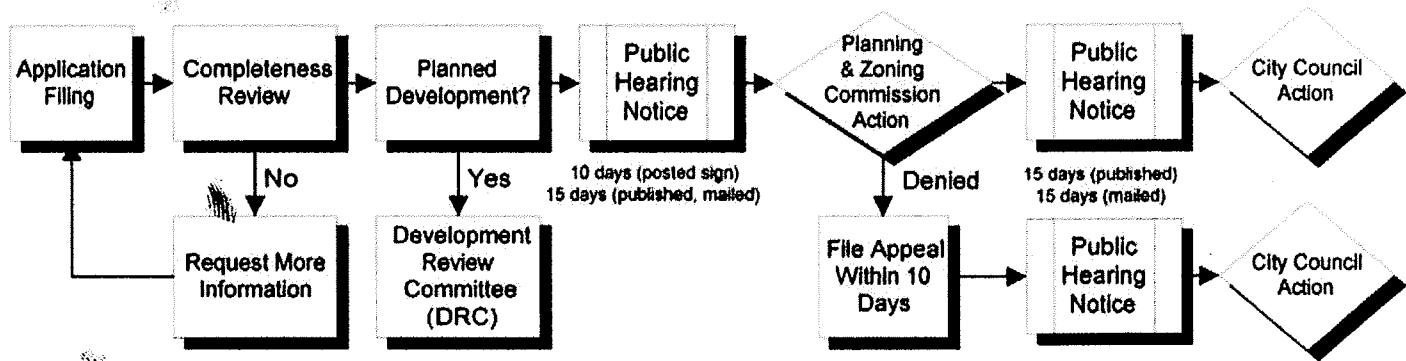
**PLANNED DEVELOPMENT
APPLICATION**

[Print Form](#)

**City of Tyler
Planning and Zoning
423 W. Ferguson
Tyler, TX 75710-2039
(903) 531-1175
(903) 531-1170 fax**

PD23-028

- A. All zoning is by ordinance and only the City Council has the authority to adopt or to change an ordinance. The Council has assigned the study of zoning to the City Planning and Zoning Commission, which will make recommendations to the City Council. If the Commission recommends a request for rezoning, it will not be effective until it is passed by the City Council. The rezoning process normally requires a period of sixty (60) days.
- B. All requests must be filed in the Planning and Zoning Department located at 423 West Ferguson, Tyler, TX. A filing fee must be received with the completed application form. (See Fee Schedule and Deadline Dates.) **The applicant must also post a zoning notification provided by the Planning and Zoning Department along with a \$20 deposit that is refundable upon return of the sign.** The sign must be placed in the front yard of the subject property no later than seven days after the application has been submitted. **If the sign is not posted in the required time frame, the application process will cease and the applicant will be required to reapply.**
- C. Please have a representative present at all public hearings. The applicant has the duty to produce evidence before the Planning and Zoning Commission and City Council to justify the proposed zoning change. This generally requires a showing that conditions affecting the property have substantially changed since the last zoning classification decision of the City.
- D. All requests that require site plan submittals must include a hard copy site plan and digital site plan with the completed application form.



OFFICE USE ONLY

Zoning Application

Receipt No.: _____ Amount: _____

Sign Deposit

Receipt No.: _____ Amount: _____

Signed By: _____

Legal Rev. 11/08

RECEIVED

DEC 22 2023

PLANNING DEPT.

APPLICATION**A. Requesting: (One Check per Application)**

- Site Plan
 Site Plan Amendment

B. Description & Location of Property:

1. Lot, Block and Addition (required): Lot 45P, O, N, 29, 30, 31 Woodcreek Addn Ur

2. Property Address of Location (required): 5246, 5300, 5324, 5358, 5378, 5410 Hollytree Dr

PRESENT ZONING	PROPOSED ZONING
CLASSIFICATION R-1A	CLASSIFICATION PUR
OVERLAY (IF APPLICABLE)	OVERLAY (IF APPLICABLE)
AREA (ACREAGE)	AREA (ACREAGE)
DWELLING UNITS/ACRE (if applicable)	

C. Reason(s) for Request (please be specific):

Applicant is requesting zoning change and replat from R-1A to PUR from 6 lots to 9 lots for the purpose of constructing 10 single family detached, single story homes of 1500 to 2000sf. (similar to Cottages on Hollytree south of site location). Shared access drive with a curb cut on Hollytree Drive at north and south end of site.

D. Statement Regarding Restrictive Covenants/Deed Restrictions

I have searched all applicable records and, to my best knowledge and belief, there are no restrictive covenants that apply to the property as described in Part (B) which would be in conflict with this rezoning request.

None

Copy Attached

AUTHORIZATION OF AGENT

A. I (we), the undersigned, being owner(s) of the real property described above, do hereby authorize
 (please print name) Michael Smith to act as our agent in the matter of this
 request. The term agent shall be construed to mean any lessee, developer, option holder, or
 authorized individual who is legally authorized to act in behalf of the owner(s) of said property.
 (Application must be signed by all owners of the subject property).

(Please print all but signature)

Owner(s) Name: Glenwood Church of Christ

Owner(s) Name: _____

Address: 5210 Hollytree Drive

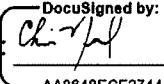
Address: _____

City, State, Zip: Tyler, TX 75703

City, State, Zip: _____

Phone: 903-509-9494

Phone: _____

Signature: 
 AA8648ECF2744A6...

Email: cneel@suddenlink.net

Signature: _____

Authorized Agent's Name: Michael Smith

Signature: 

Address: 1310 Bellehaven Court, Tyler, TX 75703

City, State, Zip: _____

Phone: 903-316-6928

Email: michael.smith@ebby.com

SUPPORTING INFORMATION**A. PROVIDE A SITE PLAN****B. COMPLETED AND SIGNED CHECKLIST**

Chapter 10 Article VIII (Development Approval Procedures) Section 10-652
Site Development Plan Check List

Project Name: Hollytree Gardens

Location: 5246-5410 Hollytree Dr. Tyler, TX 75703

- Name and address of applicant and/or owner of the property
- Name and address of person preparing the Site Development Plan
- North point, scale, and location map.
- Current zoning and proposed zoning.
- Proposed use.
- Legal description of the property (lot and block numbers if designated in plat book; metes and bounds description if any portion of the property does not have assigned lot and block numbers).
- Property dimensions of the site and lot area.
- Existing streets located within or adjacent to the subject property
- The proposed size, elevations, location and arrangement of buildings, landscaping, screening and parking areas.
- The proposed arrangement of, and number of, streets, parking spaces, entrance and exit driveways, and their relationship to existing streets, alleys and other public property.
- Adjacent properties, including the location and type of buildings and structures thereon.
- Any required and proposed screening walls, fences, retaining walls, headlight screens, dumpster screens or living screens. Include height and type of construction.
- Indicate all landscaped areas.
- The existing topography with contour intervals no greater than five feet (5') unless waived by the Planning and Zoning Director.
- If development is to occur in phases, the phases which will be followed in the construction of the planned development shall be indicated on the Site Development Plan.
- Additional requirements as to building setbacks, height and area limitations, landscaping, lighting, screening, accessways, driveways, signs or other advertising devices, and other like requirements may be imposed by the Planning and Zoning Commission for the protection of adjoining and surrounding properties.
- Provide and complete the following charts:

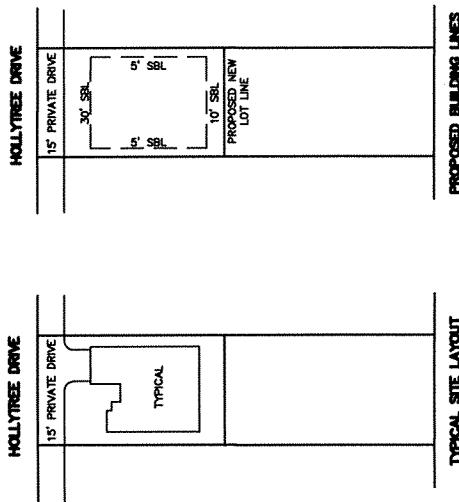
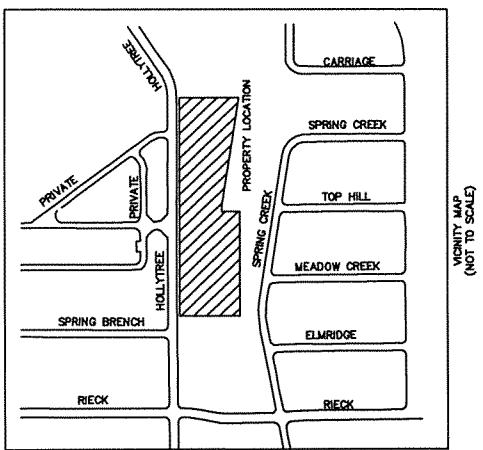
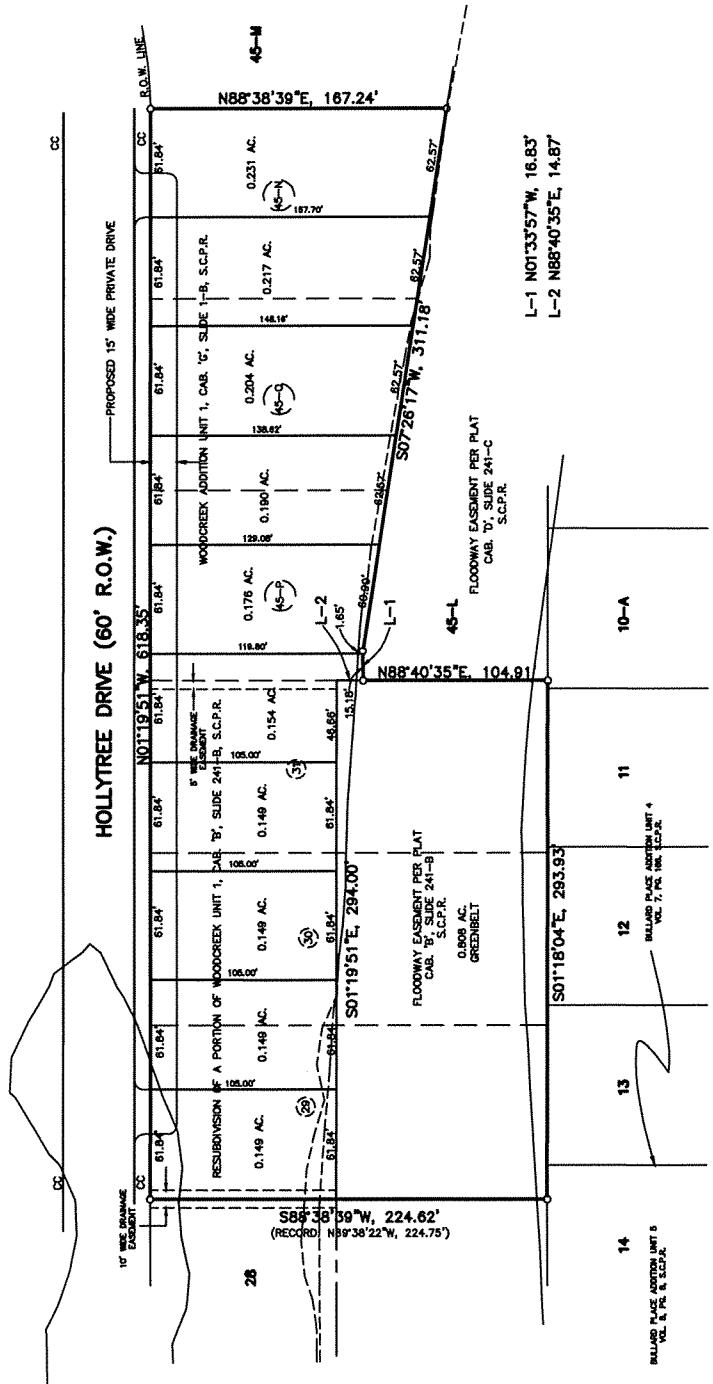
<u>Site Information</u>	
Property Owner	
Property Address	
Zoning (Existing)	
Zoning (Proposed)	
Developer or Architect	<i>Kris Culver Home ABMS/T.dvrl</i>
Acreage of Project	
Density of Project	

<u>Plan Information</u>	
Parking:	
Landscaping:	
Screening:	
Signage:	

Applicant: *Melinda Ann*

Date: 12-20-2023

*For all requests that require site plan submittals, Requestor must complete and sign the site plan checklist.



P.U.R. SITE PLAN
WOODCREEK ADDITION UNIT
M.M. LONG SURVEY, A-561
CITY OF TYLER
SMITH COUNTY, TEXAS

BMS TYLER SURVEYORS
BOB MATUSH SURVEYING, INC.
REGISTERED PROFESSIONAL LAND SURVEYORS
107 KENSINGTON DRIVE, SUITE 107
TYLER, TEXAS 75703
TEL. (903) 561-7287
T.B.P. #100-EL-5
FAX NO. 903-562-8200
www.bmstyler.com

JOB NO. 23-372 DATE: 7 DECEMBER 2023 SCALE: 1"=50'

INDICATES SET 1/2" I. ROD
UNLESS OTHERWISE NOTED.



PROPOSED BUILDING LINE

TYPICAL SITE LAYOUT