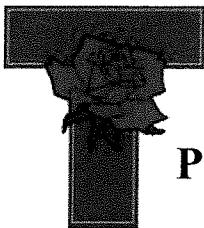


CITY OF TYLER



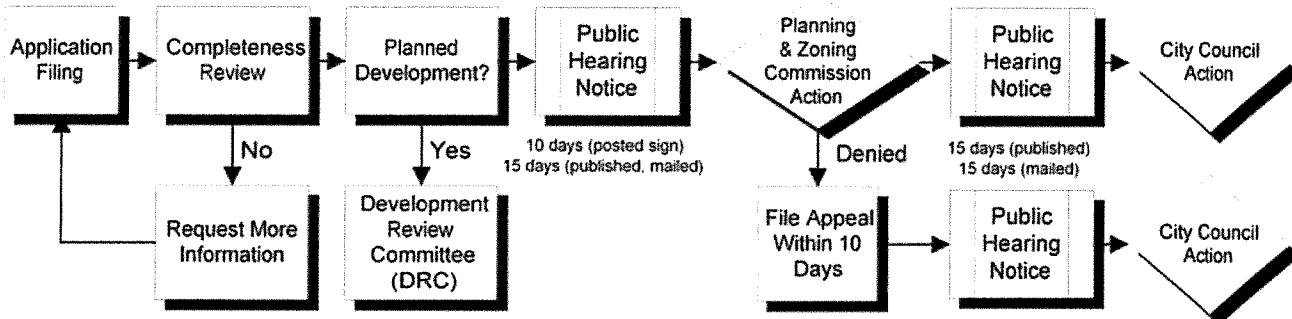
PLANNED DEVELOPMENT APPLICATION

PROCESS

[Print Form](#)

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

- 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: _____

APPLICATION

A. Requesting: (One Check per Application)

Site Plan
 Site Plan Amendment

B. Description & Location of Property:

1. Lot, Block and Addition (required): 20 20A, 830

2. Property Address of Location (required): 2801 S Broadway Ave, Tyler, Texas

PRESENT ZONING	PROPOSED ZONING
CLASSIFICATION <u>POD</u>	CLASSIFICATION <u>POD</u>
OVERLAY (IF APPLICABLE)	OVERLAY (IF APPLICABLE)
AREA (ACREAGE) <u>1.8</u>	AREA (ACREAGE) <u>1.8</u>
	DWELLING UNITS/ACRE (if applicable)

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

Site Plan Amendment (moving building location, increasing setback/buffer yard).

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) William Spencer 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: Northern Spruce LLC

Owner(s) Name: _____

Address: 212 W 9th Street

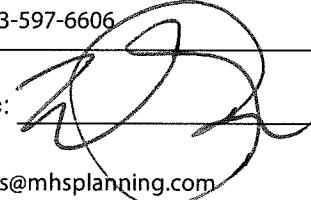
Address: _____

City, State, Zip: Tyler, Texas 75701

City, State, Zip: _____

Phone: 903-597-6606

Phone: _____

Signature: 

Signature: _____

Email: whs@mhsplanning.com

Email: _____

Authorized Agent's Name: William Spencer

Signature: _____

Address: 200 Glenhaven Dr

City, State, Zip: Tyler, Texas 75701

Phone: 214-796-8807

Email: whs@mhsplanning.com

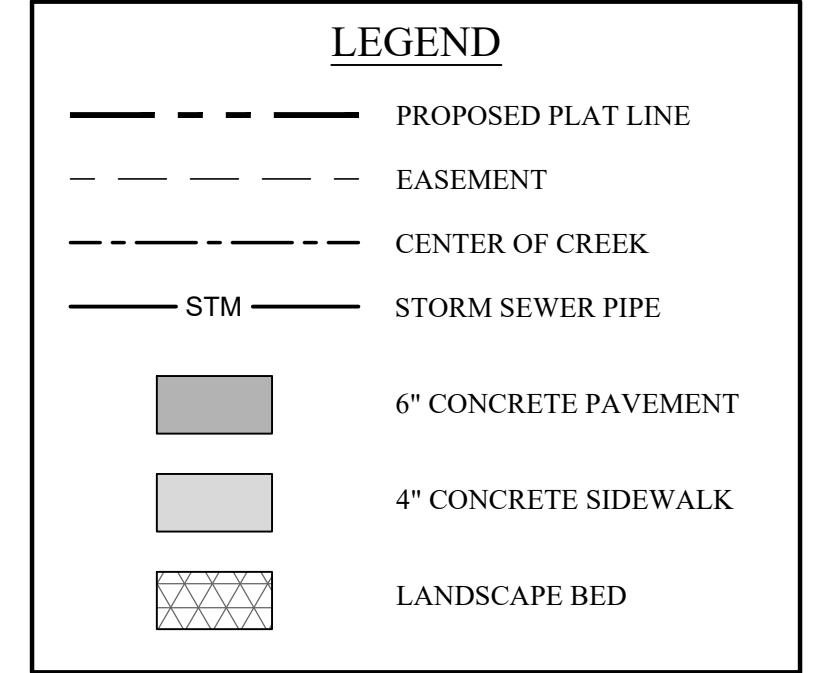
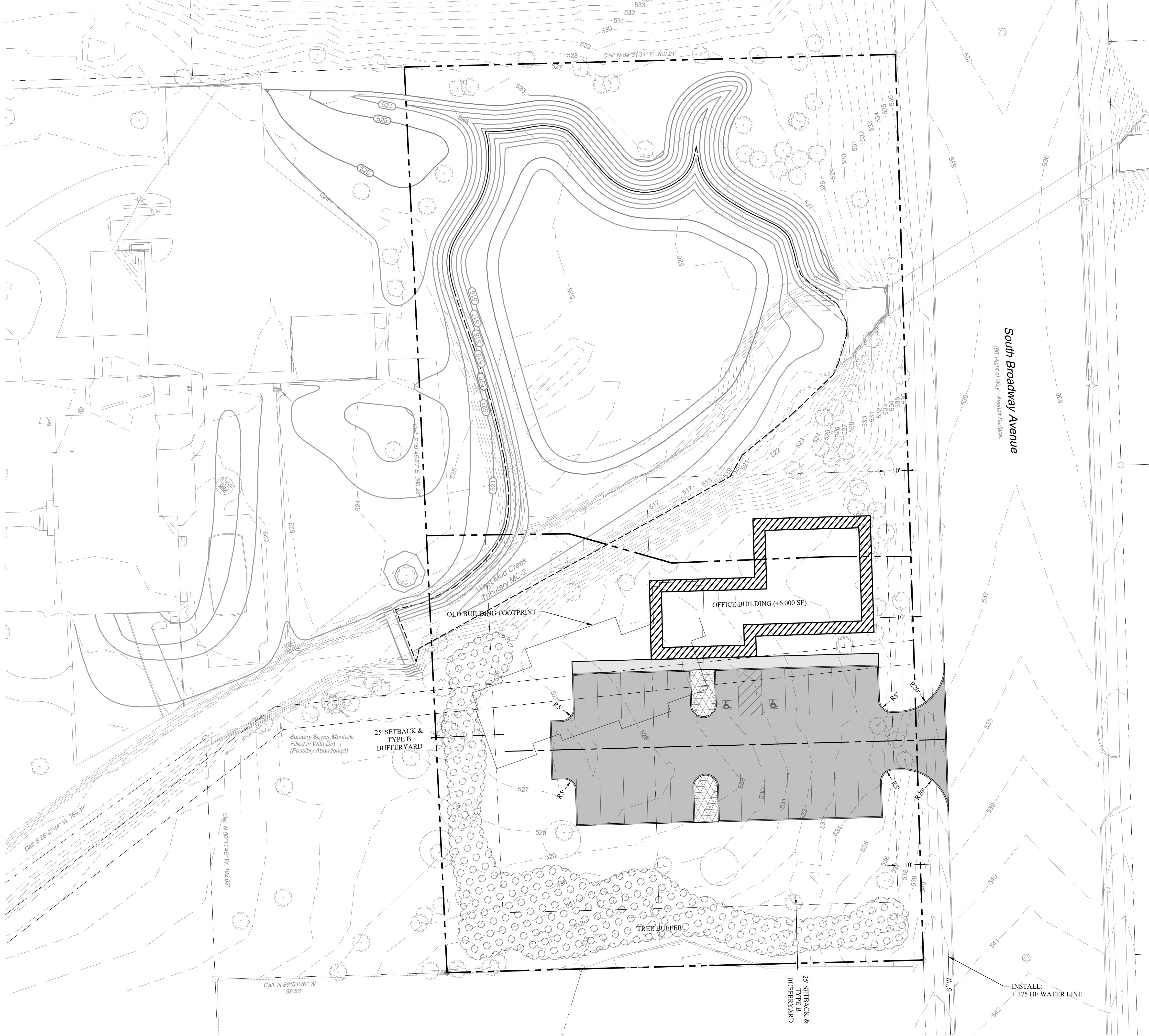
SUPPORTING INFORMATION

A. PROVIDE A SITE PLAN

B. COMPLETED AND SIGNED CHECKLIST

2835 BROADWAY AVE.

TYLER, TX



SITE INFORMATION TABLE

LOT SIZE: 53.37145 SF
LAND USE: OFFICE USE
PARKING REQUIRED: 1 SPACE / 375 SF: 16 SPACES
PARKING PROVIDED: 22 SPACES
ACCESSIBLE PARKING REQUIRED: 2 SPACES
ACCESSIBLE PARKING PROVIDED: 2 SPACES

PROPERTY OWNER: NORTHERN SPRUCE LLC.
PROPERTY ADDRESS: 2801 & 2835 S. BROADWAY AVE.
CURRENT ZONING: POD (PLANNED OFFICE DISTRICT)
PROPOSED ZONING: POD (PLANNED OFFICE DISTRICT)
DEVELOPER: WILLIAM SPENCER, 601 CHASE DRIVE, SUITE B

MAX. BUILDING HEIGHT: 42'
MAX. BUILDING HEIGHT (STORIES): 2
ADJACENT TO RESIDENTIAL DISTRICTS: YES
FRONT YARD SETBACK: 10'
REAR YARD SETBACK: 25'
SIDE YARD SETBACK: 25'
R-1A BUFFER YARD: 20' TYPE B BUFFER YARD

NOTES:
LANDSCAPING FOR THE DEVELOPMENT SHALL BE IN ACCORDANCE WITH THE APPLICABLE UNIFIED DEVELOPMENT CODE (UDC) REQUIREMENTS.

TYPE B BUFFER YARD SHALL BE CONSTRUCTED IN ACCORDANCE WITH ARTICLE VI, DIVISION B, BUFFERYARDS. THE BUFFER YARD SHALL CONSIST OF A 25-FOOT-WIDE PLANTING AREA WITH AN AVERAGE OF ONE (1) TREE WITH A MINIMUM 6-INCH DBH AT Maturity PER FIFTY (50) LINEAR FEET, WITH TREE SPACING NOT TO EXCEED THIRTY-FIVE (35) FEET. AT THE TERMINI (ENDS) OF THE BUFFER YARD, TREES SHALL BE INSTALLED AT TEN (10) FOOT INTERVALS TO PROVIDE A MORE DENSE PLANTING.

SCREENING FOR THE DEVELOPMENT SHALL BE IN ACCORDANCE WITH THE APPLICABLE UNIFIED DEVELOPMENT CODE (UDC) REQUIREMENTS.

ALL SIGNAGE SHALL BE IN ACCORDANCE WITH APPLICABLE RPO STANDARDS.

BUILDING FOOTPRINT, ORIENTATION, AND MINOR DIMENSIONS SHOWN ARE SUBJECT TO ADJUSTMENT WITH FINAL ARCHITECTURAL PLANS. ALL SITE IMPROVEMENTS SHALL BE COORDINATED WITH THE FINAL APPROVED ARCHITECTURAL DRAWINGS.

NOTE: THE BOUNDARY SURVEY, TOPOGRAPHIC SURVEY, BENCHMARKS AND LOCATION OF ALL EXISTING UTILITIES, STRUCTURES, TREES AND IMPROVEMENTS WERE PROVIDED BY THOMPSON & ASSOCIATES, INC.

PROJECT HORIZONTAL & VERTICAL CONTROL POINTS

CP # 1: A 1/2" Iron Rod Set with Yellow Cap Stamped "T&A Control Point" X = 2,956,776.15; Y = 6,812,713.58; ELEVATION = 556.61 feet.

CP # 2: A 1/2" Iron Rod Set with Yellow Cap Stamped "T&A Control Point" X = 2,956,653.64; Y = 6,814,202.55; ELEVATION = 546.60 feet.

CP # 7: A 1/2" Iron Rod Set with Yellow Cap Stamped "T&A Control Point" X = 2,956,232.86; Y = 6,813,738.92; ELEVATION = 521.68 feet.

CP # 8: A 1/2" Iron Rod Set with Yellow Cap Stamped "T&A Control Point" X = 2,956,263.06; Y = 6,813,585.24; ELEVATION = 521.51 feet.

CP # 13: A PK Nail Set Near the Center Line of South Broadway Ave. X = 2,956,700.17; Y = 6,813,895.98; ELEVATION = 537.64 feet.

CP # 14: A PK Nail Set Near the Center Line of South Broadway Ave. X = 2,956,710.64; Y = 6,813,501.19; ELEVATION = 541.79 feet.

Drawn:
Checked:
SPF
WHS

Revision History

Job Number:
19-014
Date:
2/13/2026

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

Project Name: 2835 Broadway Ave.

Location: 2801 S Broadway Ave, Tyler, TX

- 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:

Site Information	
Property Owner	Northern Spruce LLC
Property Address	2801 S Broadway
Zoning (Existing)	POD
Zoning (Proposed)	
Developer or Architect	
Acreage of Project	1.8
Density of Project	NA

Plan Information	
Parking:	23 spaces
Landscaping:	Yes
Screening:	Yes
Signage:	

Applicant: 

Date: 02/10/2026

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