

# REQUIRED INFORMATION

## Plan of Development (POD) – For Proposed Land Development

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The following information shall be submitted to the Commercial Development and Planning departments with the purpose of clearly documenting the critical/significant components of a development proposal. The information shall convey the project’s magnitude/ scoped intentions to comply with the respective development criteria.

Information relating to the proposed land development will be requested during two (2) stages:

### Stage 1: Prior to DFW Airport Board Approval

*Information provided during this stage allows for the Planning Department and DFW Airport Board to provide only conceptual approval of the proposed development. Acceptance of the POD package during this stage allows for the Commercial Development Department to proceed with lease recommendations to the DFW Airport Board.*

### Stage 2: Post-Board Approval

*Information provided during this stage includes modifications of information (if needed) from Stage 1, and additional planning and design documents. The approved document package in this stage becomes the basis for the Lease Agreement and Permit Documents. Following approval, the developer will work with the Code Compliance Department for necessary permitting and inspections.*

**NOTE:** POD approval is solely a confirmation of general conformance with development criteria and is not in any way a substitute for a proper construction permit(s).

### POD Submission, Revision and Approval Date Log:

PRE-BOARD STAGE-1 SUBMITTAL DATE: \_\_\_/\_\_\_/\_\_\_ (Original); \_\_\_/\_\_\_/\_\_\_ (Rev 1); \_\_\_/\_\_\_/\_\_\_ (Rev 2)

PRE-BOARD STAGE-1 APPROVAL DATE: \_\_\_/\_\_\_/\_\_\_ (Original); \_\_\_/\_\_\_/\_\_\_ (Rev 1); \_\_\_/\_\_\_/\_\_\_ (Rev 2)

POST-BOARD STAGE-2 SUBMITTAL DATE: \_\_\_/\_\_\_/\_\_\_ (Original); \_\_\_/\_\_\_/\_\_\_ (Rev 1); \_\_\_/\_\_\_/\_\_\_ (Rev 2)

POST-BOARD STAGE-2 APPROVAL DATE: \_\_\_/\_\_\_/\_\_\_ (Original); \_\_\_/\_\_\_/\_\_\_ (Rev 1); \_\_\_/\_\_\_/\_\_\_ (Rev 2)

**STAGE 1: PRE-BOARD APPROVAL:**

Proposed Developer/ Tenant: \_\_\_\_\_

Proposed Land Use: \_\_\_\_\_

Does proposed development conform to existing Land Use designation?

Yes       No

Has a previous version of POD been submitted on this project?

Yes       No

If yes, please provide date of previous POD submission: \_\_\_\_\_

\*Cloud and notate (in drawings) revisions made to previous POD drawings

Complete list of Drawing Sheets submitted with this POD application. Include revision # and date associated with new and revised sheets.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DIMENSIONED SITE PLAN(S) & BUILDING ELEVATIONS(S) with indication of:**

**1. Building footprint(s) with square feet by use**

1.1 Submission Comments from developer:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1.2 Review Comments from DFW Planning:

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**2. Site coverage calculation**

2.1 Submission Comments from developer:

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2.2 Review Comments from DFW Planning:

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**3. Anticipated number of parking spaces by type**

3.1 Submission Comments from developer:

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3.2 Review Comments from DFW Planning:

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**4. All setbacks and buffers clearly labeled and dimensioned**

4.1 Submission Comments from developer:

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4.2 Review Comments from DFW Planning:

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**5. Storm water detention areas (show locations)**

Yes       No

**Submitted by (Tenant or designee):**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Reviewed by DFW Planning:**

APPROVED       NOT APPROVED

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Additional Review Comments:

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**STAGE 2: POST-BOARD APPROVAL:**

Development Criteria followed: (check all that apply)

- Airport Image Elements
- Founders Plaza Center Development Criteria
- Southgate Plaza Center Development Criteria
- SH114 Corridor Development Criteria
- Passport Business Park Development Criteria
- Other: \_\_\_\_\_

Is an exception to the Development Criteria being requested as part of this POD submission?

- Yes       No

If yes, attach a separate sheet explaining the exception requested and justification for the same.

Complete list of Drawing Sheets submitted with this POD application. Include revision # and date associated with new and revised sheets.

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**DIMENSIONED SITE PLAN(S) & BUILDING ELEVATIONS(S) with indication of:**

- 1. Building footprint(s) with square feet by use (Approved in Stage 1. If modified during Stage 2, please notate the change under Stage 1 section)**
- 2. Site coverage calculation (Approved in Stage 1. If modified during Stage 2, please notate the change under Stage 1 section)**
- 3. Anticipated number of parking spaces by type (Approved in Stage 1. If modified during Stage 2, please notate the change under Stage 1 section)**
- 4. All setbacks and buffers clearly labeled and dimensioned (Approved in Stage 1. If modified during Stage 2, please notate the change under Stage 1 section)**

**5. Storm water detention areas (Approved in Stage 1. If modified during Stage 2, please notate the change under Stage 1 section)**

**6. Tenant necessitated off-premise improvements**

6.1 Submission Comments from developer:

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6.2 Review Comments from DFW Planning:

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**7. Preliminary Grading Plans (i.e. are retaining walls necessary, etc.)**

7.1 Submission Comments from developer:

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7.2 Review Comments from DFW Planning:

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**8. Building elevations clearly showing and calling out exterior materials meeting DFW design criteria requirements**

8.1 Submission Comments from developer:

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8.2 Review Comments from DFW Planning:

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**9. Loading, delivery, mechanical, trash areas and general circulation (vehicular, emergency etc.)**

9.1 Submission Comments from developer:

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9.2 Review Comments from DFW Planning:

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**10. Landscape/Hardscape Plans**

10.1 Submission Comments from developer:

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10.2 Review Comments from DFW Planning:

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**11. Locations, types & heights of fencing and gates**

11.1 Submission Comments from developer:

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11.2 Review Comments from DFW Planning:

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**12. Locations, types & heights of screen walls, berms and/ or landscape used as screening where applicable**

12.1 Submission Comments from developer:

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12.2 Review Comments from DFW Planning:

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**13. Signage elements by type – clearly labeled (Show location. Provide design description if intended to differ from applicable Airport Development Criteria)**

13.1 Submission Comments from developer:

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13.2 Review Comments from DFW Planning:

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**Submitted by (Tenant or designee):**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Reviewed by DFW Planning:**

APPROVED     NOT APPROVED

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Additional Review Comments:

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