

AMENDMENT TO THE ENVISION MOORE 2040 PLAN

The Comprehensive Plan, EnvisionMoore 2040, is a long range policy document used by city leaders, developers, business owners, and citizens to guide future growth and development. It serves as a guide for elected and public officials by establishing policies and provides a framework for evaluating development proposals. Decision-makers consult the Comprehensive Plan to make land use decisions, such as approving new subdivisions and rezoning property. From time to time, the Comprehensive Plan may need to be updated to respond to changing conditions within the built environment or to City services.

Individuals may request changes to the comprehensive plan related to land which they own or have an interest in. Visit the City of Moore website (www.cityofmoore.com) or call the Community Development Department (405-793-5054) to view or pick up a copy of the Comprehensive Plan.

APPLICATION PROCESS

- Planning Department staff meets with prospective applicants, reviews requests, and develops staff reports to submit to Planning Commission regarding requests to amend the Comprehensive Plan. The process takes between 6-8 weeks to complete, depending on Planning Commission and City Council meetingschedules.
- Applicants requesting a Comprehensive Plan amendment may *submit the application* for consideration concurrently with a related development proposal, such as a zoning, platting, or plan review.
- Applicants are required to schedule a **pre-application meeting** to review requests for amending the Comprehensive Plan. *(Please contact Nora Kerbo to schedule a meeting with staff.)*
- After initial review of the application, staff may contact the Applicant to discuss the case or to request additional information needed to fully evaluate the request. Staff will then prepare a staff report and notify the applicant of the dates for public hearings by Planning Commission and City Council.
- Applicants or their representatives should attend the Planning Commission and City Council meetings in order to respond to issues or questions that may arise from the request. If such issues or questions arise and no applicant representative is present, the request may be continued or denied.

STAFF CONTACTS

All Planning Division Staff can be contacted via phone at 405-793-5053 or by email as listed below:

Nora Kerbo
Administrative Assistant
nkerbo@cityofmoore.com

Sarah Copeland
Assistant Planner
scopeland@cityofmoore.com

Elizabeth Weitman, AICP
Director
eweitman@cityofmoore.com

Staff Use

Submittal Date: _____

CPA # _____

Ward: _____

PC Date: _____

APPLICANT / OWNER INFORMATION

Applicant Name _____ Organization _____

Address _____ Phone _____

City, State, Zip _____ E-mail _____

Applicant's Signature _____ **Date** _____

Property Owner* _____ Organization _____

Address _____ Phone _____

City, State, Zip _____ E-mail _____

*Property Owner: I authorize the applicant to speak for me in matters regarding this application. Any agreement made by the applicant regarding this proposal will be binding upon me. I authorize the City of Moore Planning staff to enter the property for the purpose of observing and taking photographs of the area.

Property Owner's Signature _____ **Date** _____

APPLICATION INFORMATION

Address / location of subject property: _____

Size of Property (acres): _____ Proposed Densities (DUA): _____

Companion Application Type (check all that apply):

Rezoning Preliminary Plat Final Plat Lot Split Other: _____

Current Use of Property: _____ Proposed Use of Property: _____

Type of Request (check all that apply):

Land Use Category Amendment From: _____ To: _____

Exception to Goal or Policy _____

Goal: Balanced Growth and Economic Development

Policy: Encourage Orderly Growth

Does public water and sewer currently exist to support your project? Describe the location and capacity of water and sewer lines.

Policy: Encourage Retail Growth in Commercial and Mixed-Use Nodes

For proposed commercial land use, what is the distance from the nearest existing or planned commercial node?

How will the development promote pedestrian-oriented design?

If the development does not include secondary or tertiary roads, how will you provide connectivity with surrounding property without utilizing arterial roadways?

Policy: Promote Additional Retail Development in the I-35 Corridor

If located within the I-35 Corridor, describe how the proposed development will promote shopping, dining, and entertainment.

Goal: Create a Vibrant Old Town

Policy: Reinforce the Character and Scale of Old Town

How will the proposed development encourage pedestrian activity?

Does the building frame the street at the property line?

Is the parking lot located behind the buildings? Does the parking access the street via an alleyway?

Goal: Promote Development that is Attractive in Appearance and Reflects Moore's Character

Policy: Improve Standards for Safety, Aesthetics and Amenities

If the proposed development is located next to a different land use category, describe the buffering techniques that will be used.

If your proposed development includes outdoor storage or display, describe where it will be placed on the property and how you will screen such uses from the street and/or neighboring properties.

How much open space (%) is included with the proposed development? List the proposed open space amenities.

Goal: Promote Quality and Affordable Housing Options

Policy: Accommodate a mix of housing types in appropriate areas

Does the proposed development accommodate an integrated mix of uses? If so, explain how the uses are integrated?

For higher density housing requests, where is the closest commercial node (either existing or planned)?

Policy: Encourage Master Planned Multi-Family Projects

Is the development utilizing a Planned Unit Development? If so, list amenities offered to off-set densities.

Goal: Strengthen Neighborhoods

Policy: Prevent Commercial Encroachment in Established Neighborhoods

Is the proposed development located within an identified 'Neighborhood Preservation District' or other platted neighborhood?

If so, give a description of the following:

- Buffer to residential uses
- Traffic Impacts, including ADT and peak hours
- Timing and logistics of commercial deliveries
- The size and location of the parking lot; what makes it a 'quality' design?

Goal: Protect Environment and Restore Storm Water Quality

Policy: Require Quality Open Space in New Development

Describe the natural features of the land that will be preserved, such as floodplain, riparian areas, steep slopes, and/or stormwater detention areas. Identify the area on a site plan and give the percentage of the overall development.

Describe the portion of the proposed open space that will be *accessible*, and what will it be used for? Identify the area on a site plan and give the percentage of the overall development.

If stormwater detention areas are counted towards the open space requirement, describe how it is an amenity to the community?

Policy: Minimize the Disturbance of Floodplains

Does the proposed development include work within the floodplain? If so, describe how the work will minimize disturbance of floodplains.

Policy: Encourage Best Practices in Stormwater Management

Describe what Low-Impact Development techniques will be used, if any.

Will stormwater infiltration be used for the parking lots and/or site?

Goal: Plan for a Healthy Community

Policy: Connect Destinations with Greenways

Does the proposed development abut or include planned priority greenway or pedestrian sidewalk segments identified in the Plan (pg. 106) If so, describe how the development will increase access or assist in the development of the proposed greenways/sidewalks.

Goal: Employ Best Transportation Practices

Policy: Increase mobility for all users

Is the proposed development located within ¼ mile of a school, park, or other point of public interest? If so, describe the sidewalk and/or greenways that will be provided to help connect the development to the site(s).

Policy: Improve pedestrian facilities in new development

Does the proposal include pedestrian and/or bicycling infrastructure? If yes, explain.

Policy: Reduce Congestion Management

Traffic Congestion was identified as the #1 public concern. Describe how the proposed development will mitigate traffic congestion along arterial roads, which may include the following:

- Limit number of conflict points
- Separate conflict points
- Limit deceleration
- Limit turn movements
- Space drives away from major intersections
- Provide adequate on-site storage to accommodate both ingress and egress traffic.