



Version 01.2012

Please fill in completely. Return to the Address Below

Project Name

Project Address or Location

City

County

**Project Location:**  West Houston Association  North Houston Association

**Project Type:**  Residential  Commercial  Both  Mixed Use

**For Pre-Certification<sup>2</sup>** Indicate When General Plan will be Available \_\_\_\_\_

Developer and Corporate Parent

Contact Person(s)

Address

City

State

Zip Code

Phone

E-Mail

Project/Company Website

Inability to meet any of the following minimum requirements must be described with a detailed narrative explaining how the project otherwise meets the intent of the Quality Planned Development Standards. This must be submitted with the application.

Return Completed Application, Application Check List, Any Required Narrative and Payment to:

**Quality Planned Development**  
c/o West Houston Association  
820 Gessner Suite 1310, Houston Texas 77024  
Email: [QPD@westhouston.org](mailto:QPD@westhouston.org)

<sup>1</sup> Mixed Use defined as the use of land for compact, high density residential and commercial uses

<sup>2</sup> For Properties in Planning Phase Only. See Pre-Certification on Page 2

### Application Process

1. Complete Application Form and submit with an Overall Development Plan map to scale sufficient to evaluate necessary criteria and assess the characteristics of the community.
2. Submit with a check payable to the West Houston Association in the amount of \$1,000.00 or \$500.00 if applying for Precertification (see Precertification of Planned Development).
3. The completed application and development plan with a site map to scale will be reviewed by a professional land planner. This should take approximately two or three weeks. You will be notified if a site visit will be required. As we review your project, we may ask for additional, clarifying information.
4. The Board of Directors for the application Association (the “Board”) will make the determination granting the QPD Award based upon the application and recommendation of the planner and the QPD Committee.
5. Applicant will be formally notified of its actions by the Board.

### Precertification of Planned Development

1. Projects in the planning stage may apply for a Precertified Quality Planned Development designation
2. All QPD standards apply for precertification
3. The same application process will apply
4. A Precertified Property may only use the words “A PRECERTIFIED QUALITY PLANNED COMMUNITY” and may not use the QPC Logo
5. The application cost is \$500
6. Upon completion of the development, an additional \$500 is due along with an updated application if necessary. A site visit will be required.

### Quality Planned Development Categories

1. Residential
2. Commercial
3. Mixed Use

**(A) Residential Standards**

In order to be considered for Quality Planned Development distinction, residential developments must conform to the following minimum standards as published January, 2012

1. A master home owners association shall be established in order to promote community involvement, maintain common areas and to enforce restrictions and covenants.  
Yes       No       Please See Explanation
  
2. Restrictive covenants shall be established for the purpose of maintaining the character and appearance of the development and ensuring proper maintenance. These covenants shall be recorded with the county clerk's office.  
Yes       No       Please See Explanation
  
3. Landscaped buffer areas having a minimum width of ten (10) feet must be provided immediately adjacent to the right-of-way of all major thoroughfares and collector streets. These areas must be planted with a combination of trees, shrubs, ground covers and turf. Irrigation for all non-native plant materials must be provided by a properly installed and functional irrigation system. All landscaped areas must be maintained to reasonable standards.  
Yes       No       Please See Explanation
  
4. Sidewalks having a minimum width of four (4) feet shall be provided along all public streets. Major thoroughfares within a development do not require sidewalks if alternates such as an extensive trail system and pedestrian crossing facilities are provided to tie the communities together.  
Yes       No       Please See Explanation
  
5. Detention basins should be designed and constructed as an amenity and should be free form and natural in appearance. Areas adjacent to detention basins should be extensively landscaped and should incorporate pedestrian trails and recreational features where appropriate.  
Yes       No       Please See Explanation
  
6. All developer installed signage shall be of uniform appearance. No temporary, bandit, banners, A-frame, mobile or portable signage shall be permitted.  
Yes       No       Please See Explanation
  
7. Any vacant land or proposed commercial areas under common ownership and located within 1000 feet of any entry point to the development must be deed restricted to comply with the minimum requirements established for commercial development established herein. If

commercial or residential deed restrictions are not yet in place on the proposed commercial property, the design guidelines for these areas must be in place and the developer must submit a letter stating the intent to place commercial restrictions on such properties, create a commercial property owners association and apply the commercial design standards.

Yes  No  Please See Explanation

8. All multi-family developments shall comply with the commercial development established herein.

Yes  No  Please See Explanation

### **(B)Additional Residential Standards**

In addition to the minimum standards, residential developments must meet a minimum of three (3) of the following requirements as published January, 2012

1. The minimum width of landscaped buffer areas along major thoroughfares and collectors is increased to a minimum of twenty (20) feet.

Yes  No  Please See Explanation

2. A cohesive or uniform fencing program using high quality materials and workmanship shall be provided along all external major thoroughfares and collector streets. (i.e. developer installed vs. builder installed)

Yes  No  Please See Explanation

3. All residential units must be located within one quarter (1/4) mile of a park or open space area having a minimum size of 20,000 square feet. The open space must be visible and accessible by a sidewalk.

Yes  No  Please See Explanation

4. All developer installed lighting shall comply with "night sky" standards and shall be erected and maintained so that light is confined to the property and will not cast direct light or glare upon adjacent properties.

Yes  No  Please See Explanation

5. Any above ground water or wastewater facilities shall be screened from view with an opaque wood fence, masonry wall or evergreen landscape buffer.

Yes  No  Please See Explanation

**(C) Commercial Standards**

In order to be considered for Quality Planned Development distinction, commercial developments must conform to the following minimum standards as published January 2012

1. Restrictive covenants shall be established for the purpose of maintaining the character and appearance of the development, establishing a minimum stand of materials and construction and ensuring proper maintenance. These covenants shall be recorded with the county clerk's office.  
Yes       No       Please See Explanation
  
2. A master commercial property owners association shall be established in order to maintain common areas and to enforce restrictions and covenants.  
Yes       No       Please See Explanation
  
3. Landscaped buffer areas having a minimum width of twenty (20) feet must be provided immediately adjacent to the right-of-way of all major thoroughfares and collector streets. These areas must be planted with a combination of trees, shrubs, ground covers and turf. Irrigation for all non-native plant materials must be provided by a properly installed and functional irrigation system. All landscaped areas must be maintained to reasonable standards.  
Yes       No       Please See Explanation
  
4. Sidewalks having a minimum width of four (4) feet shall be provided along all public rights-of-way. Variances would be allowed on an individual review if along major thoroughfares pedestrian access is accommodated by access through an adjoining commercial area unless terrain or street right of way features prohibit. If multiple commercial parcels are contemplated, sidewalks are required.  
Yes       No       Please See Explanation
  
5. Pedestrian connectivity to adjacent development shall be provided where appropriate.  
Yes       No       Please See Explanation
  
6. Amenitized detention areas are strongly encouraged. Any non-amenitized detention areas should not be located within two hundred (200) feet of a public right-of-way when possible. If this is not possible for engineering reasons, the detention area must be screened from view of adjoining public rights-of-way by means of hard and/or soft landscaping elements.  
Yes       No       Please See Explanation

7. Parking areas shall be screened from view of adjoining public streets by means of hard and/or soft landscaping elements.  
Yes  No  Please See Explanation
8. Loading areas must be kept separate from pedestrian and vehicular traffic and screened from view of adjoining public rights-of-way.  
Yes  No  Please See Explanation
9. All trash dumpsters must be stored in enclosed facilities and integrated into the design of buildings to the extent possible.  
Yes  No  Please See Explanation
10. All mechanical areas, including roof mounted equipment, shall be screened from view of adjoining public rights-of-way.  
Yes  No  Please See Explanation
11. All signage shall be of uniform appearance. No temporary, bandit, banners, A-frame, mobile or portable signage shall be permitted. Real estate for sale or lease signs are permitted.  
Yes  No  Please See Explanation
12. Signs may be used for identification purposes only. No advertising shall be permitted on signs.  
Yes  No  Please See Explanation
13. For developments containing more than one business, one (1) multi-tenant sign shall be allowed for every three hundred fifty (350) feet of public street frontage. Variances will be individually judged on whether or not all signs on the property conform to a single plan and standard as set forth in design guidelines and whether controls are in place to establish and maintain an esthetically pleasing quality.  
Yes  No  Please See Explanation
14. Multi-tenant sign height shall not exceed twelve (12) feet along major thoroughfares and six (6) feet along collector or local streets as measured from finished grade (including base). Maximum width of multi-tenant signs shall be eight (8) feet. Variances will be individually judged on whether or not all signs on the property conform to a single plan and standard as set forth in design guidelines and whether controls are in place to establish and maintain an esthetically pleasing quality.  
Yes  No  Please See Explanation

15. Individual business signs shall be limited to one (1) sign per frontage. Individual business signs shall have a maximum height of four (4) feet from finished grade (including base) and a maximum width of six (6) feet. Variances will be individually judged on whether or not all signs on the property conform to a single plan and standard as set forth in design guidelines and whether controls are in place to establish and maintain an esthetically pleasing quality.

Yes  No  Please See Explanation

16. One street tree shall be provided along public right-of-ways for every thirty (30) feet of frontage.

Yes  No  Please See Explanation

17. One parking lot tree shall be provided for every ten (10) parking spaces provided. Each parking space must be within 120 feet of a tree.

Yes  No  Please See Explanation

#### **(D) Mixed Use Development**

In order to be considered for Quality Planned Development distinction, mixed use developments those that are more compact, higher density of retail, office and residential will be reviewed independently against the following standards as published January 2012. As some of these criteria may be subjective, applicant should indicate "Yes" if they believe the project meets the standard and use the explanation section for comments. For instance applicant would provide data on square footage of building and overall project's acreage footprint.

1. Mixed use developments should contain a mixture of residential, retail commercial, and/or office uses that adhere to a single and coherent development plan by a single master developer/owner whether or not subsequent elements are developed by other entities. Buildings should relate appropriately to adjacent developments and streets to create a pedestrian friendly environment and encourage connectivity.

Yes  No  Please See Explanation

2. The development must have a compact, high density footprint with significant functional and physical incorporation of multiple uses in close proximity. The integration of roadways, buildings, pedestrian walkways, landscaping and open spaces should create a safe, human-scale streetscape. Uses that "activate" the street should be encouraged, such as outdoor dining spaces, porches, patios and landscape features.

Yes  No  Please See Explanation

3. The development must have high quality prescriptive architectural standards that create a cohesive project identity that is enforced through restrictive covenants in place or planned on future expansions on all design and construction elements.

Yes  No  Please See Explanation

4. The residential components may contain a diverse mix of single family, townhomes, and multi-family apartments and condos as long as the scale and design of adjacent uses is compatible with each other.

Yes  No  Please See Explanation

5. Parking facilities shall be designed to enrich and support the streetscape and shall not create a barrier to pedestrians. On-street and shared parking is encouraged.

Yes  No  Please See Explanation

Add Explanations As Appropriate. Please Refer to the Item Number (ex., C1)

Based upon Quality Planned Development Standards as Approved by the West Houston Association Board of Directors Revised January, 2012