

# AMENDMENT TO APPROVED MASTER PLAN APPLICATION

Updated: September, 2020

Master Plan to Amend \_\_\_\_\_



## CONTACT INFORMATION

Applicant's Name		Property Owner	
Company		Company	
Applicant's Mailing Address		Owner's Mailing Address	
Applicant's Phone #		Owner's Phone #	
Applicant's Email		Owner's Email	

## PROPERTY INFORMATION

Subject Property Address(es): \_\_\_\_\_

Legal Description: Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_

Total Acreage: \_\_\_\_\_ Tax ID #: R \_\_\_\_\_

Preferred Scenario Designation: \_\_\_\_\_ Existing Use of Property: \_\_\_\_\_

## DESCRIPTION OF REQUEST

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## AUTHORIZATION

*By submitting this digital application, I certify that the information on this application is complete and accurate. I understand the fees and the process for this application. I understand my responsibility, as the applicant, to be present at meetings regarding this request.*

Filing Fee \$317

Technology Fee \$13

**MAXIMUM COST \$330**

Submittal of this digital Application shall constitute as acknowledgement and authorization to process this request.

**EMAIL [PLANNINGINFO@SANMARCOSTX.GOV](mailto:PLANNINGINFO@SANMARCOSTX.GOV) TO APPLY**



# CHECKLIST FOR AMENDMENT TO APPROVED MASTER PLAN APPLICATION

The following items are requested for consideration of this application. These and additional items may be required, at the request of the Department, in order to determine the application complete and filed.		Comments
<input type="checkbox"/>	<p><i>Pre-development meeting with staff is required unless waived by the Responsible Official</i></p> <ul style="list-style-type: none"> <li>Please visit <a href="http://sanmarcostx.gov/1123/Pre-Development-Meetings">http://sanmarcostx.gov/1123/Pre-Development-Meetings</a> to schedule, or email <a href="mailto:planninginfo@sanmarcostx.gov">planninginfo@sanmarcostx.gov</a> with any questions.</li> </ul>	
<input type="checkbox"/>	Completed Application for Amendment to Approved Master Plan	
<input type="checkbox"/>	Redline document indicating proposed amendments to approved agreement, including amended exhibits	
<input type="checkbox"/>	Application Filing Fee    \$317 Technology Fee                \$13	
<b>**San Marcos Development Code Section 2.3.1.1(C): “Every application accepted by the responsible official for filing shall be subject to a determination of completeness...the responsible official is not required to review an application unless it is complete...”</b>		