

CONDITIONAL USE PERMIT / ALTERNATIVE COMPLIANCE (GENERAL) APPLICATION

Updated: March, 2023



CONTACT INFORMATION

Applicant's Name	Caren Williams-Murch	Property Owner	
Company	Land Consultants, L.L.C.	Company	Highpointe Trace LLC
Applicant's Mailing Address	5618 S. Old Bastrop Hwy San Marcos, TX 78666	Owner's Mailing Address	16501 Scientific Way Irvine, CA 92618

PROPERTY INFORMATION

Subject Property Address: NA corner of Posey Rd and Old Bastrop Hwy.
Zoning District: Trace PDD UC Tax ID #: R _____
Legal Description: Lot _____ Block _____ Subdivision Trace
An unrecorded tract.

DESCRIPTION OF REQUEST

Please use this space to describe the proposal. Attach additional pages as needed.

Convenience Store with Gas Sales on approximately 2.5 acres.

AUTHORIZATION

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.

Initial Filing Fee \$1,000*

Technology Fee \$15

TOTAL COST \$1,015

Renewal/Amendment Filing Fee \$750*

Technology Fee \$15

TOTAL COST \$765

*Nonprofit Organization fees are 50% of the adopted fee listed for Conditional Use Permits

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

PROPERTY OWNER AUTHORIZATION

I, Timothy D. England (owner name) on behalf of
Highpointe Trace, LLC (company, if applicable) acknowledge that I/we
 am/are the rightful owner of the property located at
5618 S. Old Bastrop Highway, San Marcos, Tx (address).

I hereby authorize Caren Williams-Murch (agent name) on behalf of
Land Consultants, Ltd. Co. (agent company) to file this application for
CUP - Convenience Store w/ Gas Sales (application type), and, if necessary, to work with
 the Responsible Official / Department on my behalf throughout the process.

Signature of Owner: DocuSigned by: Timothy D England Date: 6/30/2025 | 1:21 PDT
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Printed Name, Title: Timothy D England Managing Member

Signature of Agent: DocuSigned by: Caren Murch Date: 6/30/2025 | 2:29 PDT
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Printed Name, Title: Caren Murch Sr. Project Manager

Form Updated October, 2019

AGREEMENT TO THE PLACEMENT OF NOTIFICATION SIGNS AND ACKNOWLEDGEMENT OF NOTIFICATION REQUIREMENTS

The City of San Marcos Development Code requires public notification in the form of notification signs on the subject property, published notice, and / or personal notice based on the type of application presented to the Planning Commission and / or City Council.

- Notification Signs: if required by code, staff shall place notification signs on each street adjacent to the subject property and must be placed in a visible, unobstructed location near the property line. It is unlawful for a person to alter any notification sign, or to remove it while the request is pending. However, any removal or alteration that is beyond the control of the applicant shall not constitute a failure to meet notification requirements. ***It shall be the responsibility of the applicant to periodically check sign locations to verify that the signs remain in place had have not been vandalized or removed. The applicant shall immediately notify the responsible official of any missing or defective signs. It is unlawful for a person to alter any notification sign, or to remove it while the case is pending; however, any removal or alteration that is beyond the control of the applicant shall not constitute a failure to meet notification requirements.***
- Published Notice: if required by code, staff shall publish a notice in a newspaper of general circulation in accordance with City Codes and the Texas Local Government Code. ***If, for any reason, more than one notice is required to be published it may be at the expense of the applicant. The renotification fee shall be \$150 plus a \$15 technology fee.***
- Personal Notice: if required by code, staff shall mail personal notice in accordance with City Codes and the Texas Local Government Code. ***If, for any reason, more than one notice is required to be mailed it may be at the expense of the applicant. The renotification fee shall be \$150 plus a \$15 technology fee.***

I have read the above statements and agree to the required public notification, as required, based on the attached application. The City's Planning and Development Services Department staff has my permission to place signs, as required, on the property and I will notify City staff if the sign(s) is/are damaged, moved or removed. I understand the process of notification and public hearing and hereby submit the attached application for review by the City.

Signature: DocuSigned by:
Timothy D England
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Date: 6/30/2025 | 1:21 PDT

Print Name: Caren Murch

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