

CONDITIONAL USE PERMIT (ALCOHOL WITHIN CBA) APPLICATION



Updated: April, 2018

Case # CUP-____-____

CONTACT INFORMATION

Applicant's Name		Property Owner	
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: _____

Zoning District: _____ Tax ID #: R_____

Legal Description: Lot _____ Block _____ Subdivision _____

Number of Parking Spaces: _____

Is the property more than 300' from church, school, hospital, or residential district? Y N

DESCRIPTION OF REQUEST

Business Name: _____ Restaurant (Eating Establishment) Bar
 NEW RENEWAL/AMENDMENT Mixed Beverage Beer & Wine Late Hours

Hours of Operation: Mon _____ Tue _____ Wed _____ Thurs _____ Fri _____ Sat _____ Sun _____
(ex. Mon 12pm-1am)

Indoor Seating Capacity: _____ Outdoor Seating Capacity: _____ Gross Floor Area: _____

AUTHORIZATION

All required application documents are attached. I understand the fees for and the process to obtain a Conditional Use Permit and understand my responsibility to be present at meetings regarding this application.

Initial Filing Fee \$750* Technology Fee \$11 **TOTAL COST \$761**

Renewal/Amendment Filing Fee \$400* Technology Fee \$11 **TOTAL COST \$411**

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

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

To be completed by Staff: Accepted By: _____ Date Accepted: _____

Proposed Meeting Date: _____ Application Deadline: _____

APPLY ONLINE – WWW.MYGOVERNMENTONLINE.ORG/

AGENT AUTHORIZATION TO REPRESENT PROPERTY OWNER

I, San Marcos Community Partners LLC (owner) acknowledge that I am the rightful owner of the property located at 214 N LBJ Dr San Marcos TX (address).

I hereby authorize Lindsey Gentry (agent name) to serve as my agent to file this application for _____ (application type), and to work with the Responsible Official / Department on my behalf throughout the process.

Signature of Property Owner:  _____ Date: July 18, 2018

Printed Name: Chris Ewen, as member of San Marcos Community Partners LLC

Signature of Agent: _____ Date: _____

Printed Name: _____

To be completed by Staff: Case # _____ - _____ - _____

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

The City of San Marcos Land 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 is the responsibility of the applicant to periodically check the sign locations to verify that the signs remain in place until final action is taken on the application and have not been vandalized or removed until after such final decision or when such application is withdrawn by the applicant. It is the responsibility of the applicant to immediately notify the Planning and Development Services Department of missing or defective signs.***
- 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 \$85 plus an \$11 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 \$85 plus an \$11 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:  _____

Date: _____

Print Name: _____

To be completed by Staff: Case # _____ - _____ - _____