

ZONING CHANGE, OVERLAY OR ESTABLISHMENT OF A HISTORIC DISTRICT/LANDMARK APPLICATION



Updated: March, 2017

Case # ZC- 17-13

CONTACT INFORMATION

Applicant's Name	Jennifer M Garcia, PE, CFM	Property Owner	417 N. Comanche Partners, LLC
Applicant's Mailing Address	105 W. Riverside Drive, Suite 110, Austin, TX, 78704	Owner's Mailing Address	4801 Spicewood Springs Road, Suite 100, Austin, TX, 78759
Applicant's Phone #	512-439-0400	Owner's Phone #	512-343-4555
Applicant's Email	jennifer@kbge-eng.com	Owner's Email	shaug@skylinebuilders.net

PROPERTY INFORMATION

Subject Property Address(es): 323 Lindsey Street

Legal Description: Lot 2 Block _____ Subdivision Skyline II

Total Acreage: 0.212 Tax ID #: R 32209

Preferred Scenario Designation: High Intensity Existing Zoning: MF24

Existing Land Use(s): Undeveloped

DESCRIPTION OF REQUEST

Proposed Zoning District(s): T5

Proposed Land Uses / Reason for Change: _____

Student Housing

AUTHORIZATION

All required application documents are attached. I understand the fees and the process for zoning and understand my responsibility to be present at meetings regarding this application.

MF-12, 18, 24 Filing Fee \$1,275 plus \$50 per acre Technology Fee \$11 MAXIMUM COST \$4,011

Other Districts Filing Fee \$1,000 plus \$100 per acre Technology Fee \$11 MAXIMUM COST \$3,011

Applicant's Signature: Jennifer M Garcia Date: 5-17-17

Printed Name: Jennifer M. Garcia

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

Proposed Meeting Date: _____ Application Deadline: _____

ZONING CHANGE & ZONING OVERLAY CONSIDERATIONS

Process. The Zoning process may take 2-3 months and will include at least two public hearings – one before the Planning and Zoning Commission and one before the City Council.

CHECKLIST FOR ZONING CHANGE, ZONING OVERLAY OR HISTORIC DISTRICT

Items Required for Complete Submittal		Staff Verification & Comments	
<input checked="" type="checkbox"/>	Pre-application conference with staff is recommended Please call 512-393-8230 to schedule	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Completed Application for Zoning Change, Overlay, or Establishment of Historic District/Landmark	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Copy of Subdivision Plat or Metes & Bounds	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Certificate of no tax delinquency	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Proof of Ownership - <i>Deed Included</i>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Lien Holder(s) Name and Mailing Address(es)	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Agreement to the placement of notification signs and acknowledgement of notification requirements	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Authorization to represent the property owner, if the applicant is not the owner	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	MF-12, 18, 24 Filing Fee \$1,275 + \$50 per acre (\$4,000 max) Other Districts Filing Fee \$1,000 + \$100 per acre (\$2,000 max) Technology Fee \$11 <i>\$1032.20</i>	<input type="checkbox"/>	

Additional information may be required at the request of the Department

I hereby certify and attest that this application and all required documentation is complete and accurate. I hereby submit this application and attachments for review by the City of San Marcos.

Signed: *Jennifer M. Garcia* Date: *5-17-17*
 Print Name: Jennifer M. Garcia

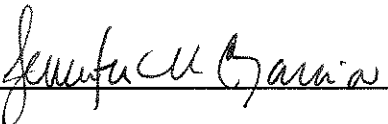
☒ Engineer ☐ Architect/Planner ☐ Surveyor ☐ Owner ☐ Agent

**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: 5-17-17

Print Name: Jennifer M. Garcia

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

AGENT AUTHORIZATION TO REPRESENT PROPERTY OWNER

I, STEPHEN HAUG (owner) acknowledge that I am the rightful owner of the property located at 323 Lindsey Street (address).

I hereby authorize Jennifer M Garcia (agent name) to serve as my agent to file this application for Zoning Change Application (application type), and to work with the Responsible Official / Department on my behalf throughout the process.

Signature of Property Owner: _____

Date: 5/16/17

Printed Name: STEPHEN HAUG

Signature of Agent: _____

Date: 5/17/17

Printed Name: Jennifer M Garcia

To be completed by Staff:

Case # _____