

AMENDMENT TO APPROVED MASTER PLAN APPLICATION

Updated: October, 2019

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

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.

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 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		Comments
<input type="checkbox"/>	<p><i>Pre-development meeting with staff is recommended</i></p> <ul style="list-style-type: none"> Please visit http://sanmarcostx.gov/1123/Pre-Development-Meetings to schedule 	
<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	
**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...”		