



# Application for Special Use Permit

30360 Cougar Bend, Bulverde, TX 78163  
Telephone: 830-438-3612 - Fax: 830-438-4339  
[www.ci.bulverde.tx.us](http://www.ci.bulverde.tx.us)

Date: \_\_\_\_\_

Application No. \_\_\_\_\_

## Applicant Information:

_____	_____	_____
Name	Phone	Fax
_____	_____	_____
Address		Email

## Property Owner Information:

_____	_____	_____
Name	Phone	Fax
_____	_____	_____
Address		Email

*\* If owner of property is not submitting application, a letter of authorization from the owner to apply for the request must accompany this application.*

## Property Identification:

Street Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Use Requested: \_\_\_\_\_

## Purposes and Reasons: *(may attach additional sheets if needed)*

\_\_\_\_\_  
\_\_\_\_\_

## The Following Must Be Submitted With the Application:

A site plan meeting the following minimum specifications:

1. Drawn to scale
2. Proposed and existing buildings, including statements for approximate square footage and proposed used to be included in the permit
3. Site ingress and egress, including interior traffic circulation patterns and parking/loading areas
4. Location and uses of existing buildings within 200 feet (may be shown on separate plan/aerial photograph)
5. Existing zoning district classifications within 200 feet (may be shown on separate plan)
6. The 100-year floodplain if present on the property

A landscape/buffering plan meeting the following minimum specifications:

1. Drawn to scale
2. proposed landscaping, including the size, species and locations
3. other visual screening methods and their design, such as fences

A Tree Preservation and Replacement Plan must be submitted meeting the specifications of the Zoning Ordinance if development will necessitate removal of trees or affect the driplines of existing trees.

Other items, including, but not limited to architectural renderings, traffic impact studies and noise studies may be requested by Staff for analysis of the proposal. In addition, the Planning and Zoning Commission and City Council may request additional information by majority vote to render an informed decision.

The undersigned agrees to pay the **non refundable** application fee and any other applicable fees as outlined in the Fee Schedule and agrees to pay fees for any additional review requiring consultation with City Consultants, including involvement of a contract engineer in a predevelopment conference. To the extent possible, City Staff will provide the Owner/Applicant with an estimate of fees should outside consultation be required. The undersigned also acknowledges the City Staff may require additional appropriate information be submitted to aid in the review.

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**Signature of Owner/Applicant**

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**Date**

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**Fees:**

**Map Amendment (Zoning Change)**

Less than 2.00 acres	\$500.00
2.00 acres to 9.99 acres	\$550.00
10.00 acres to 19.99 acres	\$600.00
20.00 acres or more	\$700.00

**Public Hearing Notice Sign**

Rental	\$10.00 each
Refundable Deposit	\$10.00 each