



Rezoning/Text Amendment Checklist

_____ Notice has been published in both the Horseshoe Bay Beacon and The Highlander newspapers at least sixteen (16) days prior to the public hearing when the application will be considered.

_____ Affidavits of Publishers submitted.

_____ Copies of newspaper publications – dates: _____

_____ One original copy of each publication submitted.

_____ Notice of the public hearing shall be provided to all property owners within two hundred feet (200') of the affected property at least sixteen (16) days prior to the public hearing.**

_____ Site plan.

_____ Plat plan

_____ Appropriate Subdivision Architectural Control Committee (ACC) Notified of Application.

_____ Application, in writing using forms prescribed by the city accompanied by application fee of \$100.00.

_____ All zoning change requests shall be accompanied by a notarized statement verifying land ownership and if applicable, authorization of a land owner's agent to file the change request.

_____ Appropriate POA (President) has been notified of the filing of this application.

** Please note: Changes in the Ordinance text which do not change zone boundaries, do not establish zoning regulations for specific zones, or do not involve specific real property, do not require written notification to individual property owners.

Certification:

I hereby certify that the above information is true and correct.

Owner's/Agent's Signature

Owner's/Agent's Printed Name