

City of Fair Oaks Ranch

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UNIVERSAL APPLICATION (FORM UA)

All applications must be submitted with:

- (1) A complete **Universal Application** form (2 pages), and
- (2) A complete **Specific Application Form** with all materials listed in the checklist for the specific application.

The City staff is available to assist you in person at City Hall or over the phone at (210) 698-0900.

DEVELOPMENT INFORMATION					
Project Name/Address/Location:		Acreage:			
Brief Description of Project:					
Is property platted? No Yes Subdi	ivision name:			No. of Lots:	
Recordation #:					
Current Zoning:	-	J			
Occupancy Type:	Sq. Ft:B	ed #: l	Bath #:	Car Garage #:	
Water System	Flood Zone: Yes	No	Sewe	r System: Septic Publi	
PROPERTY OWNER INFORMATION					
Owner:	Cont	act Name: _			
Address:		City/State/ZIP:			
Phone:	Ema	il:			
APPLICANT INFORMATION					
Applicant/Developer:	Cont	act Name:			
Address:	City,	/State/ZIP: _			
Phone:	Ema	il:			
KEY CONTACT INFORMATION					
Name of the Individual:	Cont	act Name:			
Address:	City/	/State/ZIP: _			
Phone:	E-ma	ail:			
Signature:		Date: _			
Print Name:					
Signed letter of authorization required if		by someone	other than	the property owner)	
	*******OFFICE USE ONLY				
DATE REC'D.	0.1.102 002 0.1.2.1				
				-	
FEES PAID:		APPROVED I	BY:		
DATE APPROV	/ED:			_	
APPLICATION	/PERMIT NO:	EXP DATE:			

Applications shall be processed based on the City's official submission dates. When a completed application packet has been accepted and reviewed, additional information may be required by staff as a result of the review, therefore it may be necessary to postpone the proposed project and remove it from the scheduled agenda and place it on a future agenda.

SPECIFIC APPLICATION FORM (S1-S25). Please check the appropriate type below: **Land Use Policy Related Site Development Related Miscellaneous Permits** (Section 3.9 of the UDC) (Section 3.9 of the UDC) Appeal of Denial of Sign Permit Master/ Common Signage Plan* – Form Annexation* - Form S1 ☐ Vested Rights Verification Letter (Refer to UDC Section 4.2 (3) **S24** Comprehensive Plan Amendment (Text) Zoning Verification Letter Right-of-Way Construction* – Form S25 **Building Permits Related** Unified Development Code Written Interpretation of the UDC (UDC) Text Amendment For the following permits, please visit: Temporary Use Permit* - Form S14 http://fairoaksranchtx.org/77/Building-Codes Rezoning/FLUM amendment* -Special Exception*- Form S15 Commercial Form S2 Site Development Permit* (Site New/Remodel/Addition Special Use Permit* - Form S3 Plan Review) - Form S16 Residential Planned Unit Development Floodplain Development Permit*-(PUD)* - Form S4 New Home Form S17 Development Agreement Remodels/Additions Stormwater Permit* – Form S18 Conservation Development **Detached Buildings** Certificate of Design Compliance* Alternative* (CDA) (Section 4.8) Others - Form S19 - Form S5 Fence Appeal of an Administrative Decision **Subdivision and Property** Solar Panels Zoning Others **Development Related Swimming Pools** Variance (Section 3.8 of the UDC) Backflow Device/Irrigation System ☐ Policy ☐ Judicial* –Form S20 Amending Plat* – Form S6 Sign Special Exception/Appeal to ☐ Minor Plat* – Form S7 an Administrative Decision Master/Common Signage Plan Development Plat* - Form S8 Administrative Exception Water Heater or Water Softener Concept Plan** – Form S9 Permit for Repair of Non-Miscellaneous Preliminary Plat* – Form S10 Conforming Use/Building ☐Final Plat* – Form S11 Letter of Regulatory Compliance Replat* - Form S12 On-Site Sewage Facility Permit Construction Plans* – Form S13 (OSSF) Vacating Plat Certificate of Occupancy (CO)* -Plat Extension Form S21 Relief from Signage Regulations Group Living Operation License* – Form S22 Grading/Clearing Permit - Form **S23** *These types of applications require additional information as listed in the Specific Application Form. ** The Concept Plan is required for PUD and CDA, and for Rezoning if included in a previously approved Concept Plan. **Application Checklist for all Applications**

☐ Universal Application Form (Form UA).
☐ Items listed in the checklist for the Specific Application Form (Form S#) ¹. (Please make sure the boxes are checked)
Application Processing Fees and other application fees.
Letter of intent explaining the request in detail and reason for the request.
Signed Letter of Authorization required if the application is signed by someone other than the property owner.
Site plan and shapefile drawings (if applicable) for the property
Location map clearly indicating the site in relation to adjacent streets and other landmarks
A copy of proof of ownership (recorded property deed or current year tax statements)

¹For items that are duplicated in the specific type of application, only one copy is required.