



**CONDITIONAL USE PERMIT/
SITE REVIEW APPLICATION-HOTEL**

Planning and Development, City of Cuero

212 E. Main Street, P.O. Box 660, Cuero TX, 77954 | (361) 275-3476 Phone | sosman@cityofcuero.com

Application must be accurately completed and accompanied by all required materials at the time of submission. Incomplete submittals will not be accepted. A copy of a current deed for the subject property is further required and can be obtained at the DeWitt County Clerks Office - (361) 275-0931.

PROPERTY LOCATION

House # _____ | Street _____

Parcel(s) Tax ID # _____

Current Zoning: _____

Parcel size: _____

Legal Description: _____

OWNER INFORMATION

Owner(s) _____

Mailing Address _____

City _____ | State _____ | Zip Code _____

Telephone Number: _____

Email Address _____ *Correspondence will be e-mailed to you unless you request otherwise.

PROJECT REPRESENTATIVE

Agent Name - Company/Corporation Name _____

Mailing Address: _____

City _____ | State _____ | Zip Code _____

Telephone Number: _____

Email Address _____

PROPOSED PROJECT NAME: _____

EXISTING SUBDIVISION/SURVEY NAME: _____

EXISTING BLOCK/ABSTRACT NO: _____ LOT/TRACT NO: _____

PROPOSED SUBDIVISION NAME (If Applicable): _____

Acreage: _____ Number of Lots existing: _____ Number of Lots created: _____

REASON FOR CONDITIONAL USE PERMIT REQUEST/ANTICIPATED USE OF PROPERTY:
Specific, detailed explanation and description of request or project: (add additional sheet if necessary)

OWNERS ENDORSEMENT

(To be completed if the applicant is not the owner. State the professional nature of the applicant, i.e. attorney, agent, architect, builder, consultant, general contractor, etc.)

STATE OF TEXAS

COUNTY OF _____

_____, being duly sworn, deposes and says:
(Name of Owner)

I reside at _____, in the County of _____, and the State of _____.

I am the owner of the described property and I have authorized the below entity to make the foregoing application on my behalf: **(Professional nature of the Applicant)**

I hereby certify that I have read and examined this application and the accompanying instruction sheet and know, to the best of my knowledge, the application to be true and accurate.

1. _____
(Signature of Owner)

Notary Public Stamp/Seal

(Print name of Owner)

2. _____
(Signature of Owner)

(Print name of Owner)

Date Notarized: _____

Notary Public:

(Signature of Notary Public) (Print name of Notary Public) (Commission Expires)

3. _____
(Signature of Agent/Representative)

Notary Public Stamp/Seal

(Print name of Agent/Representative)

4. _____
(Name of Corporation where applicable)

(Print name of Corporation Officer and Title where applicable)

Date Notarized: _____

(Address of Corporation) (City) (State) (Zip Code)

Notary Public:

(Signature of Notary Public) (Print name of Notary Public) (Commission Expires)

APPLICATION REQUIREMENTS CHECKLIST

All application submittals shall include the following information and be submitted in packet form: (create one original packet and duplicate nine times for submission to required Board members)

FEES: \$225.00

Application - One (1) Original and Nine (9) copies of complete Application

- Name of owner and their address, phone number(s), and e-mail(s). If another person is making the proposal as the prospective developer, a document indicating that the owner has granted permission of this individual to submit the application is also required.
- Name of the contact person and their address, phone number(s), and e-mail(s).
- Name of any other professional having prepared parts of the project proposal and their address, phone number(s), and e-mail(s).
- Certificate of paid taxes on the subject property
- Current deed, obtained at the DeWitt County Clerks Office - (361) 275-0931
- List of surrounding property (within 200 feet) names and address of owners per DeWitt County Appraisal District (for concurrent applications involving rezoning or platting)

Site – Ten (10) copies 8 ½” x 11”|Ten (10) copies Min: 11” x 17” – Max: 24”x 36”

- Property numbers or plat maps showing the subject property or properties.
- Address(es) of the property or properties or a general description of the property.
- Photographs of the site with corresponding labels as to the street and/or direction from which the photography was taken.
- Survey of the site or plat showing;
 - All land, buildings, and property ownerships within 100 feet.
 - Plan showing property lines and a legal or metes and bounds description.
 - Site area (in square feet or acres, as applicable).
 - Existing building(s), their size(s) in square feet, and their use(s). Any buildings proposed for demolition shall be so noted.
- Base conditions:** A topographic map with one foot contours.
- Wetlands, water bodies, drainage courses, streams, or floodplains on the site, as applicable. If a floodplain is located within 100 feet of the site, the elevation shall be noted and the height above the floodplain of the lowest part of the site shall be indicated.
- Existing trees over six inch caliper. Densely wooded areas whether or not meeting the size requirement may be shown with a perimeter boundary and labeled “wooded area.”
- Presence of all utility lines, easements, and drainage facilities on site and within 100 feet.

Site Plan – Four (4) 24” x 36” (folded to 8 ½” x 11”)

A plan of the proposed site at a scale of 1 inch equals 100 feet, unless a lesser scale is authorized by the Building Official, showing the proposed use(s) and building(s), open space(s), landscaped areas, parking and loading areas, and vehicular and pedestrian circulation systems shall be submitted. This plan shall indicate the square footage of gross floor area (nonresidential) and/or number of dwelling units (residential) proposed. This plan shall be supplemented with the following:

- Grading plan showing the proposed grading of the site tied to existing grades.

- Engineering plans for water, sewer, and other utilities, as well as street(s) and parking/loading construction.
- Storm water management plan showing detention/retention facilities providing for a 100-year storm and storm sewers or surface drainage providing for a 25-year storm.
- Landscaping plan showing trees to be cut or preserved, and new landscaping delineating and annotating the numbers, types, and sizes of canopy, shrub, and ground covering plantings.
- A buffering plan showing the location and width of the bufferyard, together with the numbers and types of trees and shrubs and any fences or walls and their material(s) and height(s).
- A lighting plan showing the location and design of fixtures and illumination levels across the site and onto neighboring properties. Cut-off fixtures shall be required to limit light on adjoining land to one lumen or less. A statement shall accompany this plan indicating that light spillover will not exceed the stated limit, or corrections will be made by the applicant at the applicant's expense in the case of spillover.
- Architectural elevations and exterior finish schedules for all four facades.
- Master sign plan.

Plan Requirements

- Drawn to a scale of 1 inch equals 100 feet or another approved scale. A scale bar shall be included.
- An index sheet if more than one sheet is provided.
- Each sheet shall contain a title block with the name of the project, applicant, owner, graphic scale, and north arrow.
- Proposed names of streets, if any.
- Proposed name of subdivision, if applicable.
- Architectural, engineering, or surveyor documents shall be signed and sealed by the licensed professional responsible for them.
- Provide a closed boundary survey including bearings, distances, and directions.

- **Note that a digital PDF copy of the entire submittal package is due at the time of filing. An application will not be determined complete until the digital PDF is submitted.**

The digital PDF shall display and print exactly as submitted on the hard copies.

§ 158.020 CONDITIONAL USES.

(A) After public hearing and proper notice, and after recommendation by the Planning and Zoning Commission, the City Council may authorize the issuance of conditional use permits when the Council finds all of the following conditions present:

(1) That the establishment, maintenance, or operation of the conditional use will not be materially detrimental to, or endanger, the public health, safety, morals, or general welfare;

(2) That the uses, values and enjoyment of other property in the neighborhood, for purposes already permitted, shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance, or operation of the conditional use;

(3) That the establishment of the conditional use will not significantly impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district;

(4) That adequate utilities, access roads, drainage and other necessary site improvements have been or are being provided;

(5) That adequate measures have been or will be taken to provide ingress or egress, so designed as to minimize traffic congestion in the public streets; and

(6) That the conditional use shall conform to all applicable yard area regulations of the district in which it is located.

(B) Prior to the granting of any conditional use, the City Council may stipulate such conditions, restrictions, and duration upon the establishment, location, construction, maintenance, and operation of the conditional use as deemed necessary to protect the public health, safety and general welfare of the community, and to secure compliance with the standards and requirements specified in divisions (A) (1) through (6). In all cases in which conditional uses are granted, the Council shall require such evidence and guarantees as it may deem necessary as proof that the conditions stipulated in connection therewith are being and will be complied with. The granting of a conditional use does not create a right to the use and the conditional use may be canceled at the City Council's sole discretion. No application for a conditional use that has been denied wholly or in part by the City Council shall be resubmitted for a period of six months from the date of said denial.

(Ord. 2005-27, passed 12-1-05)