

I waive the statutory time limits in accordance
With Section 212 of the Texas Local Government Code.

SIGNATURE: _____
(Letter of authorization required if signature is other than property owner)

Print or Type Name: _____
Known to me to be the person whose name is subscribed to the above and foregoing instrument, and
Acknowledged to me that they executed the same for the purposes and consideration expressed and in the
Capacity therein stated. Given under my hand and seal of office on this _____ day of _____, 20____

[Notary seal]

SUBSCRIBED AND SWORN TO before me, this the _____ day of _____, _____.

Notary Public in and for the State of Texas: _____

****READ BEFORE SIGNING BELOW:**

If there should be more than one property owner complete a separate sheet with the same wording as below. The City requires all Original Signatures. If applicant is other than the property owner a "Power of Attorney" with original, notarized signatures are required. (Notaries are available upon submittal

STATE OF TEXAS)
COUNTY OF COLLIN)

BEFORE ME, a Notary Public, on this day personally appeared _____ the undersigned applicant, who, under oath, stated the following: "I hereby certify that I am the owner, or duly authorized agent of the owner, (proof attached) for the purposes of this application; that all information submitted herein is true and correct. I understand that submitting this application does not constitute approval, and incomplete applications will result in delays and possible denial."



****Owner / Agent (circle one)**

[Notary seal]

SUBSCRIBED AND SWORN TO before me, this the _____ day of _____, _____.

Notary Public in and for the State of Texas: _____

Applicant

Submittal Check List

City Use

Initial Below

Initial Below

	Application: Signed & Notarized Application with Original Signatures of all property owners and applicant	
	Written Verification such as: Notarized statement or "Power of Attorney" from real property owner authorizing an agent to act on his/her behalf.	
	Proof of Ownership (e.g. General warranty deed; Special warranty deed; Title policy; or document approved by the City Planner)	
	Required Exhibits	
	Legal Description	
	Boundary/Property Survey	
	Address Labels for 200 ft. Property Adjacent Property Owners Conceptual Plan	
Submit PDFs of all submittal documents (no printed documents please)		