

City of Hill Country Village
116 Aspen Lane
San Antonio, Texas 78232
Phone (210) 494-3671 Fax (210) 490-8645

Permit # _____
Fee \$ _____
Receipt # _____
Date Paid _____
Received by _____

APPLICATION FOR CONSTRUCTION REVIEW PROCESS

Street Address: _____

Legal Description: Lot _____ Block _____

Property Owner: _____

Applicant: _____

Type of Business: _____

Building Setbacks: _____

Current Zoning: B1 B2 B3 Acreage: _____

I, _____, the undersigned applicant, do hereby apply to the Business District Construction Review Board for a design/construction approval.

Zoning Ordinance Requirements

If you are constructing a new commercial establishment, remodeling or changing the exterior of an existing structure, you must first submit all plans to the City Secretary in the form required, accompanied by the application fee established by City Council. This application shall be accompanied by a site plan drawn to scale and showing all of the following items:

- The general arrangement of the project, including:
 - Locations of proposed buildings and structures or revisions thereto, and
 - The proposed uses to be permitted
- The means of ingress and egress to public streets
- The layout of interior traffic circulation patterns and off-street parking and loading facilities
- The design of proposed landscaping
- The plans for visual screening to be installed to buffer the use from all adjoining and nearby property, and streets where deemed necessary
- Calculations and drawings by a registered professional engineer sufficient to determine the impact of the proposal on the on-site and off-site drainage
- Indicate within 200 feet:
 - The location and use of all existing buildings within 200 feet of the subject property
 - The existing zoning district classifications of all property within 200 feet of the subject property
 - The limit of the 100 year floodplain

The approval/disapproval of the Building District Construction Review Board does not take the place of reviews by the Building Inspector, City Engineer, and Health Inspector.

By signing below, I have read and understand the above requirements and will comply with the ordinance rules and laws of Hill Country Village.

The current Hill Country Village Zoning Code, passed by Ordinance #929, takes precedence over this application.

Property Owner's Signature

Applicant's Signature & Title

Date Signed

FOR OFFICE USE ONLY
BUILDING DISTRICT CONSTRUCTION REVIEW BOARD'S REPORT

To the City Administrator:

After having made a careful inspection of the above case on the _____ day of _____, 20____,

_____ WE APPROVE of this project as proposed.

_____ WE APPROVE of this project with the following conditions:

_____ WE DISAPPROVE the issuance of a Construction Permit, for the following reasons:

BDCRB Chairman's Signature

Date Signed