

# Master Application

All applications must be submitted with a complete Master Application Form, a completed application checklist, and all materials listed in the appropriate checklist. Planning and Development Department staff is available to assist you in calculating your fees and advising you on any requirements. Applications may be submitted according to the [Planning Calendar](#).

Project Name: \_\_\_\_\_

**Submitted Application (check all that apply)**

- |  |  |
|--|--|
| <input type="checkbox"/> Administrative Exception        | <input type="checkbox"/> Policy Variance             |
| <input type="checkbox"/> Annexation (Voluntary)          | <input type="checkbox"/> Site Development Permit     |
| <input type="checkbox"/> Appeal                          | <input type="checkbox"/> Storm Water Permit          |
| <input type="checkbox"/> Conditional Use Permit          | <input type="checkbox"/> Subdivision Plat            |
| <input type="checkbox"/> Construction Plans              | <input type="checkbox"/> Utility Evaluation          |
| <input type="checkbox"/> Development Agreement           | <input type="checkbox"/> Zoning Map Amendment        |
| <input type="checkbox"/> Development Agreement Amendment | <input type="checkbox"/> Zoning Variance             |
| <input type="checkbox"/> Legal Lot Verification          | <input type="checkbox"/> Zoning Verification         |
| <input type="checkbox"/> Planned Unit Development        | <input type="checkbox"/> Other: Please Specify _____ |

<b>Applicant Information</b> (property owner or authorized agent will be used as City's official contact)
Name: _____
Address: _____
City/ State/ Zip: _____
Phone: _____
Email: _____

<b>Property Information</b>
Property Address: _____
Legal Description: _____
Williamson County Appraisal District unique parcel identification number _____
Deed Reference: Volume _____ Page _____ or, Document Number _____
City Limits or ETJ: ETJ _____ City Limits _____ Zoning _____
Future Land Use Plan Designation _____

<b>Property Owner Information</b>	
Address:	
City/ State/ Zip:	
Phone:	
Email:	
<i>Applicant will be used as the City's official contact unless otherwise specified by Owner</i>	
<b>Property Owner Consent/ Agent Authorization</b>	
By my signature, I hereby affirm that I am the property owner of record, or if the applicant is an organization of business entity, that authorization has been granted to represent the owner, organization or business in this application. I certify that the preceding information is complete and accurate, and it is understood that I agree to the application being requested for this property. Additionally, my signature below indicates my awareness of the fee required at the time of application submittal and any additional fees as noted in the City's fee schedule. This fee is non-refundable in the event of application withdrawal.	
I have that power to authorize and hereby grant permission for City of Liberty Hill officials to enter the property on official business as part of the application process.	
Signature:	
Printed Name:	Date:
By signing this form, the owner of the property authorizes the City of Liberty Hill to begin proceeding in accordance with the process for the type of application indicated on page one of this application. The owner further acknowledges that submission of an application does not in any way obligate the City to approve the application and that although City staff may make certain recommendations regarding this application, the decision making authority may not follow that recommendation and may make a final decision that does not conform to the staff's recommendation.	

STATE OF TEXAS {

KNOWN ALL MEN BY THESE PRESENTS

COUNTY OF \_\_\_\_\_ {

Before me, the undersigned authority, on this day personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that they executed the same for the purposes and consideration therein expressed, in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL of this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
 Notary Public in and for the State of Texas  
 My Commission expires on: \_\_\_\_\_