



**Planning & Community Development Department  
Planning Division**

550 Landa St. New Braunfels, Tx 78130  
(830) 221-4050 www.nbtexas.org

m6

CC/Cash/Check No.: <u>1149</u>	Case No.: <u>PZ-18-042</u>
Amount Recd. \$ <u>1564.00</u>	
Receipt No.: <u>218795</u>	

**RECEIVED**

**OCT 24 2018**

BY: MO

Submittal date — office use only

## Special Use Permit Application to Allow Short Term Rental

**Any application that is missing information will be considered incomplete and will not be processed.**

1. Applicant - If owner(s), so state; If agent or other type of relationship, a letter of authorization must be furnished from owner(s) at the time submitted.

Name: Zu Hause LLC TRACY FORE  
Mailing Address: 1686 S Seguin Ave #310730 NB TX 78131  
Telephone: 210-273-6907 Fax: \_\_\_\_\_ Mobile: 210-273-6907  
Email: TRACYLFORE@GMAIL.COM

2. Property Address/Location: 1464 Hillview Ave NB TX. 78130

3. Legal Description:  
Name of Subdivision: William Hoerke Addition  
Lot(s): 9 & 10 Block(s): 1 Acreage: 0.187

4. Existing Use of Property: Residential Rental (Vacant)

5. Current Zoning: C-3

\*Please note Short Term Rentals are **prohibited** in the following residential districts, & a Special Use Permit could **not** be requested:

- R-1 • ZH • TH • R-1A-43.5 • R-1A-8 • R-2A • B-1B
- R-2 • ZH-A • B-1 • R-1A-12 • R-1A-6.6 • B-1A • TH-A

6. Proposed Special Use Permit\*: Type 1 OR Type 2 ✓

\*see page 4 for information regarding Type 1 and Type 2 Special Use Permits

7. Explain how the proposed Short Term Rental use will be well suited for the neighborhood (attach additional or supporting information if necessary): See Attached

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**SUBMITTAL CHECKLIST:**

STAFF:

APPLICANT:



A survey and/or metes and bounds description of the property with an exhibit illustrating property boundaries (if property is not platted).



Letter of Authorization for appointed agent (if applicable).



Map of property in relation to City limits/major roadways or surrounding area.



Copy of deed showing current ownership.



Floor plan with the following information:



Layout of the building



Sleeping areas



Dimensions of each room



Doors and windows



Room Labels (kitchen, bathroom, dining room, garage, etc.)

Development/site plan with the following information:

(\*Please note: Additional information may be requested.)



Drawn to scale



Location of all buildings



North arrow



Number of parking spaces (parking calculation table required)



Property lines



Dimensions of parking space and maneuvering space



Adjacent street names



Driveways (means of ingress/egress)



Application Fee: \$ \_\_\_\_\_

\$1,500 + ( .187 acres x \$100) = \$ 1519 (max. \$4,000)



Technology Fee: \$ 45.00

3% of application fee → \$ \_\_\_\_\_ (application fee) x .03 = \$ \_\_\_\_\_



Public Hearing Newspaper Notice: \$236 (\$115 each for Planning Commission and City Council + 3% technology fee)



Public Hearing Mail Notifications and Signage.

\*Please note: The total fee will be calculated by Staff after application submittal based on the quantity of mailed notices and signs and must be paid when sign(s) are picked up by the applicant when sign(s) are picked up by the applicant.

**Please note:** The signature indicates that the owner or an authorized agent has reviewed the requirements of this application and attached checklist, and all items on this checklist have been addressed and complied with. The owner/authorized agent understands that an incomplete application will **not** be accepted, and this application will **not** be accepted after the 4 p.m. deadline on an application deadline date, as outlined on the calendar attached to this application. The signature authorizes City of New Braunfels staff to visit and inspect the property for which this application is being submitted.

**The undersigned hereby requests rezoning of the above described property as indicated.**

TRACY FORE

210-273-6907

TRACYLFORE@GMAIL.COM

Owner's Name (Printed)

Phone Number

Email

25 LA MESA DR

NB TX 78130

Owner's Mailing Address

Tracy Fore

10-24-18

Signature of Owner

Date