

# STREET OR ALLEY ABANDONMENT APPLICATION

Updated: March, 2023



## CONTACT INFORMATION

Applicant's Name		Property Owner	
Company		Company	
Applicant's Mailing Address		Owner's Mailing Address	
Applicant's Phone #		Owner's Phone #	
Applicant's Email		Owner's Email	

## PROPERTY INFORMATION

Address(es) of Proposed Abandonment: \_\_\_\_\_

Legal Description: Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_

NOTE: Alleys and Streets will be abandoned only in whole segments (between intersecting streets or terminus)

### Type of Abandonment

**Alley:** Length: \_\_\_\_\_ Width: \_\_\_\_\_  
(No Appraisal Required)

**Street:** Length: \_\_\_\_\_ Width: \_\_\_\_\_  
(Appraisal Required)

## AUTHORIZATION

*I certify that the information on this application is complete and accurate. I understand the fees and the process for this application. I understand my responsibility, as the applicant, to be present at meetings regarding this request.*

Filing Fee \$1,200

Technology Fee \$15

**TOTAL COST \$1,215**

Submittal of this digital Application shall constitute as acknowledgment and authorization to process this request.

**APPLY ONLINE – [WWW.MYGOVERNMENTONLINE.ORG/](http://WWW.MYGOVERNMENTONLINE.ORG/)**



# CHECKLIST FOR ALLEY OR STREET ABANDONMENT APPLICATION

<p>The following items are requested for consideration of this application. These and additional items may be required, at the request of the Department, in order to determine the application complete and filed.</p>	<p>Comments</p>
<p><input type="checkbox"/> Pre-development meeting with staff is <u>required</u> unless waived by the Responsible Official</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Please visit <a href="http://sanmarcostx.gov/1123/Pre-Development-Meetings">http://sanmarcostx.gov/1123/Pre-Development-Meetings</a> to schedule, or email <a href="mailto:planninginfo@sanmarcostx.gov">planninginfo@sanmarcostx.gov</a> with any questions.</li> </ul>	
<p><input type="checkbox"/> Completed Application for Alley or Street Abandonment</p>	
<p><input type="checkbox"/> Site Plan illustrating the area to be abandoned</p>	
<p><input type="checkbox"/> Letters of Consent from all property owners abutting the area to be abandoned</p>	
<p><input type="checkbox"/> Application Filing Fee    \$1,200  <input type="checkbox"/> Technology Fee                \$15</p>	

**\*\*San Marcos Development Code Section 2.3.1.1(C): “Every application accepted by the responsible official for filing shall be subject to a determination of completeness...the responsible official is not required to review an application unless it is complete...”**