

## APPLICATION & CHECKLIST – VOLUNTARY ANNEXATION APPLICATION

Project Name/Address: Cypress Forest

1/9/2018  
(Submittal Date)

Annex-18-0002

### REQUIRED ITEMS FOR SUBMITTAL PACKAGE:

The following items are required to be submitted to the Planning Department in order for the application to be accepted for review.

- ✓ 1. Letter requesting annexation, signed and dated by all property owners and detailing the following information:
  - a. The name of the property owner(s)
  - b. The street address of the property
  - c. Tax appraisal district property ID number(s)
  - d. Acknowledgement that the property is contiguous to the current city limits.
  - e. Identify the number of residents living on the property.
  - f. Current use of the property.
  - g. Proposed use of the property
- ✓ 2. Map of the subject property
- ✓ 3. A legal description of the property (including a survey, field notes or legal description – subdivision, lot, and block) - label as Exhibit A.
- ✓ 4. Ownership Documents. Clean copy of recorded warranty deed or other document(s) conveying ownership of all the property to be annexed. If the property is owned by a partnership, corporation, trust, or other entity, documents demonstrating signatory's authority to sign Petition on behalf of entity must be included.
- ✓ 5. Application Fee: \$850.00 + \$190.21 (Newspaper Notification Fee)     \$1,040.21

### Property Information

Owners: Felder CND LLC

Address: 6414 River Place Blvd, Ste 100; Austin, TX 78730

Phone: 512 418 5400     Email: \_\_\_\_\_

Acreage: 1.12 acre     Property ID (R#) R17022

Legal Description: John Pharass No. 14, Abstract 360

Number of lots and proposed use: \_\_\_\_\_

Agent: Brian Birdwell

Phone: 512.785.7087

Email: brian@vision360dev.com

Fax Number:

**Please Note:** The signature of owner authorizes City of Kyle staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. **Note:** The agent is the official contact person for this project and the single point of contact. All correspondence and communication will be conducted with the agent. If no agent is listed, the owner will be considered the agent.

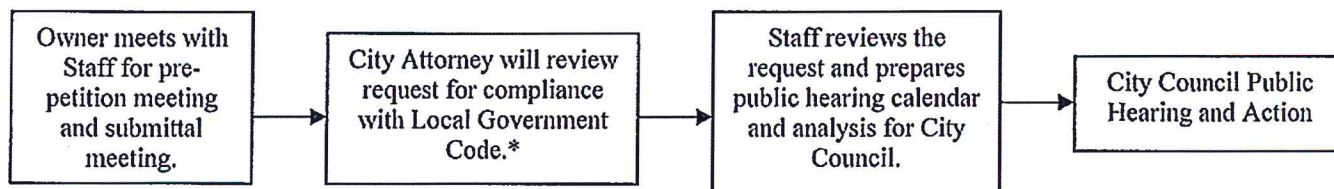
(Check One:)

☐ I will represent my application before city staff and the City Council.

☒ I hereby authorize the person named below to act as my agent in processing this application before city staff and city council.

Felder CND LLC		512 418 5400	
Owner's Name (printed)	Phone	Fax	
6414 River Place Blvd Ste 100	Austin	TX	78730
Owner's Address	City	State	Zip
<i>[Signature]</i> Exec Committee	1/4/18		
Owner's Signature	Date	Email Address	
Agent's Name: Brian Birdwell			
Company: Vision 360			
Mailing Address: 6549 Comanche Trl	Austin	TX	78732
Street	City	State	Zip
512.785.7087		brian@vision360dev.com	
Phone	Fax	Email address	

### GENERAL PROCESS



*\*If the City Attorney determines the requested annexation does not meet the requirements of the local government code the applicant will be notified in writing and the request for annexation will not proceed.*





Planning Department  
City of Kyle  
100 W. Center St.  
Kyle, TX 78640

January 4, 2018

Re: Letter of Intent for Voluntary Annexation; Cypress Forest Project in the City of Kyle ETJ,  
Hays County

To whom it may concern:

On behalf of the owner, Vision 360 has provided the City of Kyle's Planning Department with an application for annexation of one tract of land. The Hays County tax identification parcel number is R17022, with legal description of John Pharass No. 14, Abstract 360 and street address of 503 N Old Stagecoach Rd, Kyle, TX 78640. This property is owned by Felder CND, LLC whose place of business is located at 6414 River Place Blvd, Ste 100, Austin, TX 78730.

The property proposed for annexation is contiguous to the current city limits and is composed of approximately 1.12 acres. The tract is currently developed with a single family home with no residents living on the property and will be developed as part of the Cypress Forest subdivision.

With this signed petition for voluntary annexation, the landowner understands the construction of any capital improvements necessary for development of the property will not be the responsibility of the City of Kyle if approved for annexation; rather such improvements will occur through non-City financial assistance through subdivision and construction process.

If you should have any questions pertaining to this application or if you need further explanation, please feel free to contact me at (512) 785-7087.

Sincerely,

Brian Birdwell  
Vision 360