

**APPENDIX
EXHIBIT B
GILLESPIE COUNTY, TEXAS – MANUFACTURED HOME RENTAL
COMMUNITY (“MHRC”) APPLICATION**

Proposed MHRC Name: _____
Commissioner Precinct: _____
School District(s) Identified: _____
Tract Size And Location: _____
Total Lots, Parts, Or Spaces: _____
Name Of Nearest Public Road: _____
Water Service Provider: _____
Sewer Service Provider: _____
Electric Service Provider: _____
Gas Service Provider: _____

DEVELOPER

Name: _____
Company: _____
Address: _____
Phone: _____
Email: _____

SURVEYOR

Name: _____
Company: _____
Address: _____
Phone: _____
Email: _____

ENGINEER

Name: _____
Company: _____
Address: _____
Phone: _____
Email: _____

- (1) Regarding a proposed MHRC, the following documents are required to be submitted to Gillespie County (“County”) for review with this MHRC Application (“Application”): all documents required for the MHRC development by the active Subdivision and Manufactured Home Rental Community Regulations for Gillespie County, Texas (“Regulations”), the contents

of which are incorporated by reference, said documents being described in the attached Document List for MHRC Application. Please attach all required documents to this Application and add additional sheets, if necessary.

- (2) You must timely submit this Application and all required documents to the following public office as described in the Regulations: County Judge, Gillespie County, Texas, at the address and phone number described in § 1.3 of the Regulations.
- (3) Is any part of the proposed development within the limits or extraterritorial jurisdiction of a municipality? ANSWER: YES___ NO___. If YES, identify the municipality on the attached documents.
- (4) Will the Developer seek a variance from the Commissioners Court? ANSWER: YES___ NO___. If YES, identify and describe all issues to support the variance requested pursuant to the Regulations, and attach all supporting documents to this Application.
- (5) Will any land, improvements, roads, streets, utility or transportation infrastructure, or facilities be dedicated to public use? ANSWER: YES___ NO___. If YES, identify them and attach all reports, plans, drawings, and specifications related to those dedicated improvements, infrastructure, or facilities.
- (6) Will the MHRC be served by a public water or sewer system? ANSWER: YES___ NO___. If YES, identify the public service suppliers and attach all reports, plans, drawings, and specifications related to those improvements, infrastructure, or facilities.
- (7) Will the MHRC be served by private water wells or septic/OSSF systems? ANSWER: YES___ NO___. If YES, identify them and attach all reports, plans, drawings, and specifications related to those improvements, infrastructure, or facilities.
- (8) Will the MHRC require a permit or other approval by another government or private entity? ANSWER: YES___ NO___. If YES, identify all such entities and attach copies of any active permits obtained from those entities for the proposed development: _____
_____.
- (9) Is the proposed development located in a floodplain, as defined by the Regulations? ANSWER: YES___ NO___. If YES, identify all floodplain areas in which all or a part of the proposed development is located: _____.
- (10) Have you paid all permit fees required by the County or other government or private entity for the proposed development? ANSWER: YES___ NO___. If NO, please explain: _____
_____.
- (11) Does a delinquent tax liability or tax lien exist on the real property made the subject of the proposed development? ANSWER: YES___ NO___. If YES, please identify those matters and attach documents from the appropriate governmental taxing entity describing the tax delinquency or lien: _____
_____.
If NO, attach documents from the appropriate governmental taxing entities showing that no tax delinquency exists on the real property made the subject of the proposed development.

THE DEVELOPER NAMED BELOW HEREBY CERTIFIES AND STATES THE FOLLOWING:

I have read the active Subdivision and Manufactured Home Rental Community Regulations for Gillespie County, Texas. All documents required by the Regulations for the proposed MHRC have been prepared by me or on my behalf and are attached to this Application, including full payment to the County, by cashier’s check or money order, for all required fees.

_____ Developer Signature	_____ Date
_____ Printed Name	_____ Title

RECEIPT BY COUNTY:

RECEIVED BY:

_____ Printed Name	_____ Date
_____ Title	Gillespie County, Texas

DOCUMENT LIST FOR MHRC APPLICATION

The following documents shall be submitted with the MHRC Application Form, as required by the Regulations:

- (a) ____ **a complete and executed MHRC Application** in compliance with the Regulations, with all required documents and payment of fees;
- (b) ____ **a proposed infrastructure development plan (“Plan”) as described by the Regulations, which is fully executed, certified, and acknowledged** by the proper parties (including the Developer and its engineer and surveyor) designated in the Regulations - but excluding from compliance at MHRC Application submission the following matters: (i) the signatures, acknowledgements, and/or certifications of the County’s representatives, and (ii) the filing or recordation of the Plan;
- (c) ____ **a proposed Plan and all supporting documents** describing and demonstrating compliance with all the drainage, water, and wastewater requirements of the Regulations, including without limitation providing accurate descriptions and specifications regarding: (i) **adequate drainage for the MHRC, including all streets or roads therein**, in accordance with standard engineering practices; (ii) necessary drainage culverts and other drainage facilities for the MHRC; (iii) **areas of the MHRC located in the floodplain**; (iv) the **provision of an adequate public or community water supply to the MHRC** in accordance with minimum state standards and the Regulations; (v) the location of all facilities and supply lines for said water supply in accordance with Subchapter C, Chapter 341 of the Texas Health and Safety Code; (vi) compliance with the active regulations of the Hill Country UWCD if groundwater is the source of

water for the MHRC; (vii) the **provision of access of the MHRC to sanitary sewer or septic facilities and lines**, in accordance with minimum state standards - and including (1) providing and identifying the location of all sanitary sewer facilities and lines and (2) providing and identifying adequate OSSF sewage facilities and lines in accordance with Chapter 366 of the Texas Health and Safety Code; (viii) **compliance with the road, driveway, and road access requirements of the Regulations**; and (ix) **compliance with the requirements of the Regulations regarding a traffic impact study** and/or engineering study or review [if required upon preliminary review by County];

- (d) ____ a proposed Plan and all supporting documents describing and demonstrating compliance with all **land survey** requirements of the Regulations, including: (1) an accurate description of the proposed MHRC boundaries, and any significant features located therein; (ii) the proposed location of all spaces, lots, or other parts of the MHRC; (iii) the proposed or existing utility, road, and drainage easements; and (iv) the dedications of easements and rights-of-way, if any;
- (e) ____ a proposed Plan and all supporting documents describing and demonstrating **compliance with the road requirements of the Regulations**, including without limitation providing accurate descriptions and specifications regarding all roads to be located in the MHRC, with said roads to be constructed in compliance with the road and street standards and requirements described in these Regulations for subdivisions;
- (f) ____ a proposed Plan and all supporting documents describing and demonstrating compliance with all applicable requirements of : (i) the Regulations; (ii) state and federal law; (iii) the **County's active floodplain management, sewer, drainage, septic, or OSSF regulations**;
- (g) ____ a proposed Plan and all supporting documents describing and demonstrating the Developer's knowledge of, and expressed **intent to comply with, the specific restrictions described in the Regulations regarding the prohibited: (i) construction and/or occupancy of the MHRC prior to issuance by the County of the MHRC compliance certificate**; and (ii) provision of utility services to the MHRC subject to an infrastructure development plan, or to a manufactured home in the MHRC, unless the owner provides the utility with a copy of the MHRC compliance certificate issued by the County;
- (h) ____ a **tax certificate** or other sufficient documentation from the appropriate governmental taxing entities showing that no tax delinquency exists on the real property made the subject of the proposed MHRC development; and
- (i) ____ documents showing **payment of all required fees**.