



## LIMITED USE PERMIT PROCEDURES

### A. Application and Processing Fee

A formal application is to be made to the Cisco City Council for any Limited Use Permit. Upon the filing of any application for a Limited Use Permit, the applicant shall pay, to the City of Cisco, Texas, a non-refundable application fee of one hundred and five dollars (\$105.00). Upon receipt of the application and the processing fee the city will refer the application to the City Manager.

### B. Review by City Manager

The City Manager will review the application and make recommendation to the City Council regarding the application at the next regularly scheduled City Council meeting.

### C. Meeting Times of the Cisco City Council

The Cisco City Council meets on the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month. The applicant will receive notification of the meeting date at which their application will be considered.

### D. Final Action by Council

After recommendation from the City Manager, the City Council will approve or reject the application.

### E. Permit Fee

If the application is accepted, the applicant will remit a permit fee of \$850.00. The permit will be required to be renewed annually.

### F. Rules and Regulations

Limited Use Permit does not relieve permittee or any tenant of permittee from any other rules and regulations as set forth in the City Ordinances of the City of Cisco, Texas, or the Lake Lease. Violations made by tenants may still result in revocation of the permit or termination of the Lake Lease.

# **APPLICATION FOR A LIMITED USE PERMIT**

Applicant: \_\_\_\_\_

Applicant  
Address: \_\_\_\_\_  
\_\_\_\_\_

Applicant  
Email: \_\_\_\_\_ Phone \_\_\_\_\_

Description of Property

Lot(s) \_\_\_\_\_ Block \_\_\_\_\_

Physical (911)  
Address: \_\_\_\_\_

Square  
Footage: \_\_\_\_\_

Frontage  
(in feet): \_\_\_\_\_ on \_\_\_\_\_ Dr.

Proposed use for Limited Use Permit:  
(Yard area, parking spaces, duration of limited use, etc.) **Please attach a scaled drawing**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Signature of Applicant & Date)

\_\_\_\_\_  
(Printed Applicant Name)

Date received: \_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

## **Submit Permits:**

<b>In Person</b>	<b>500 Conrad Hilton Blvd., Cisco, TX 76437</b>
<b>By Mail</b>	<b>P.O. Box 110, Cisco, TX 76437</b>
<b>By Email</b>	<b>citysecretary@ciscotexas.gov</b>