



Medina County

SUBDIVISION RULES

APPENDIX F - APPLICATION TO REVISE, AMEND OR CANCEL





Medina County | Application to Revise, Amend, or Cancel

1300 Avenue M, Room 250 | Hondo, Texas 78861 | (830) 741-6020

www.medinatx.org

Submittal Instructions

Submit completed Applications to Revise, Amend, or Cancel a previously recorded subdivision to the office of the County Judge. Attach a complete copy of (1) the deed restrictions as amended (if applicable); and (2) the deed, accurately listing the same Owner (person or entity) as listed on this application. See Article XIII for application requirements.

Property Information: Medina County Appraisal District Property ID No.: _____

Property Address: _____

City	State	Zip Code
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Owner Information:

Owner Name	Daytime Phone	Signature
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Mailing Address	City	State	Zip Code
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CHANGE REQUESTED: [] REVISE (VACATE/REPLAT) [] AMEND [] CANCEL

Describe the change requested and any special circumstances which justify granting the request:

CONTACT THE APPROPRIATE COUNTY COMMISSIONER

Applicant must communicate with the appropriate Medina County Commissioner before an Application to Revise, Amend, or Cancel a recorded subdivision plat is placed on the Commissioners Court agenda for consideration.

Commissioner Signature: _____

REQUIRED FINDINGS: [COURT USE]

Revision (Vacate/Replat). Notice and hearing required.

- Revision is not prohibited by deed restrictions or plat notes; AND
- Revision will not interfere with the established rights of any owner of a part of the subdivided land; OR each owner whose rights may be interfered with has agreed.

Amendment. Notice, hearing and approval of other lot owners not required.

- Adds a course or distance that was inadvertently omitted; OR corrects an error in course or distance, a real property description, the location or character of a monument, or any other type of scrivener or clerical error or omission, including lot numbers, acreage, street names, and identification of adjacent recorded plats.
- May only be used to correct an error in courses and distances of lot lines between two adjacent lots IF both lot owners join in the application; neither lot is abolished; the amendment does not attempt to remove recorded covenants or restrictions; and the amendment does not have a material adverse effect on the property rights of the other owners of the property that is the subject of the plat.

Cancellation. Notice and hearing required.

- Reestablishes the property as acreage tracts, including a dedicated easement or roadway; AND
- Cancellation does not interfere with the established rights of any purchaser who owns any part of the subdivision; OR (2) the purchaser agrees to the cancellation.
- Court may deny if the cancellation will prevent the proposed interconnection of infrastructure to pending or existing development.
- If owners of 75% of the affected property apply to cancel all or part of the subdivision, the Court shall authorize the cancellation; however, if the owners of at least 10% of the property affected by the proposed cancellation file written objections to the cancellation with the Court, the grant of an order of cancellation is at the discretion of the Court.

Applicant Printed Name

Applicant Signature

VERIFICATION OF COMPLIANCE [STAFF USE]

Applicant submitted all required documentation and fees. Yes No

Filing Fees:

Revision (Vacate/Replat) - \$500 plus \$100 per *resulting* Lot

Amendment - \$200.00

Cancellation - \$500.00 plus \$100.00 per affected Lot

Applicant communicated with the appropriate County Commissioner. Yes No

The Commissioners Court heard this Request on _____.

The Commissioners Court voted to: Approve Deny the application.

ORDERED by the Medina County Commissioners Court this _____ day of _____, 20__.

Keith Lutz, Medina County Judge

ATTEST:

Gina Champion, Medina County Clerk