



# DSD Application Template Administrative Approval

**TOTAL VACATION OF** \_\_\_\_\_  
Name of existing recorded subdivision

THE STATE OF TEXAS

COUNTY OF \_\_\_\_\_

Whereas \_\_\_\_\_, owners of \_\_\_\_\_,  
Name of original subdivider of existing recorded subdivision Property description as shown in dedicated statement of existing recorded subdivision

did heretofore subdivide the same into the subdivision designated \_\_\_\_\_,  
Name of existing recorded subdivision

the plat of which is recorded in Volume \_\_\_\_\_, Page \_\_\_\_\_ or Document Number \_\_\_\_\_ of  
the \_\_\_\_\_ County, Texas Official Public Records, and

WHEREAS, the following lots in said subdivision are now owned by the parties indicated, to wit:

<u>LOT</u>	<u>Block</u>	<u>OWNER</u>
_____	_____	_____
_____	_____	_____

(Insert more lines as needed for multiple lots. NOTE: ALL lot owners from the original subdivision must be listed directly above and must sign this document)

WHEREAS \_\_\_\_\_, for and in consideration of the premises and pursuant  
List names of owners listed directly above  
to the provisions of Chapter 212.013 of the Local Government code, does hereby vacate all of

\_\_\_\_\_  
Name of existing recorded subdivision

EXECUTED THE DAYS HEREAFTER NOTED.

DATE

OWNER'S SIGNATURE

\_\_\_\_\_

\_\_\_\_\_  
Owner or owner's representative signature above

\_\_\_\_\_  
Insert printed version of owner's name above. Also, if a representative is signing on behalf of a company, include representative's name and the capacity in which they are signing. Example: John Smith, Director for Hypothetical Company LLC).

\_\_\_\_\_  
Insert owner's address above (or if a company, insert company's address).

THE STATE OF TEXAS  
COUNTY OF \_\_\_\_\_

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally  
appeared \_\_\_\_\_, known to be the person whose name is  
Name of individual signing above

subscribed to the foregoing instrument and he/she/they acknowledged to me that he/she/they executed the same for  
the purpose and consideration therein expressed and, in the capacity, therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_\_.

Printed name: \_\_\_\_\_

Notary Public in and for the State of Texas

My commission expires: \_\_\_\_\_

SEAL

**APPROVAL OF TOTAL PLAT VACATION**

BE IT KNOWN, that on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_, the City of Austin Director of the Development Services Department, did approve the total vacation of the subdivision known as

\_\_\_\_\_ as recorded in Volume \_\_\_\_\_, Page \_\_\_\_\_ or  
Name of existing recorded subdivision

Document Number \_\_\_\_\_ of the \_\_\_\_\_ County, Texas Official Public Records, upon application therefore by all of the owners of all the lots in said subdivision.

EXECUTED, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Printed name: \_\_\_\_\_ for  
Denise Lucas, Director  
City of Austin Development Services Department

THE STATE OF TEXAS  
COUNTY OF TRAVIS

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared \_\_\_\_\_ known to be the person whose name is subscribed to the foregoing instrument and he/she/they acknowledged to me that he/she/they executed the same for the purpose and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_\_.

SEAL

\_\_\_\_\_  
Printed name: \_\_\_\_\_  
Notary Public in and for the State of Texas  
My commission expires: \_\_\_\_\_

**APPROVAL OF TOTAL PLAT VACATION**

BE IT KNOWN, that on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_, the Travis County Transportation and Natural Resources, County Executive, did approve the total vacation of the subdivision known as \_\_\_\_\_, a subdivision located in Travis

Name of existing recorded subdivision

County, Texas, and within the Extra Territorial Jurisdiction of the City of Austin, as recorded in Volume, Page \_\_\_\_\_ or Document Number \_\_\_\_\_ of the \_\_\_\_\_ County, Texas Official Public Records, upon application therefore by all of the owners of all of the lots in said subdivision.

EXECUTED, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Cynthia C. McDonald, County Executive  
Travis County Transportation and Natural Resources

THE STATE OF TEXAS  
COUNTY OF TRAVIS

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared Cynthia C. McDonald, known to be the person whose name is subscribed to the foregoing instrument and she acknowledged to me that she executed the same for the purpose and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_\_.

Printed name: \_\_\_\_\_  
Notary Public in and for the State of Texas  
My commission expires:

SEAL

After recorded, please return to: