



# Plumbing Permit Request

Contractor and Trade Permits website:

<http://www.austintexas.gov/page/contractor-and-trade-permits>

Email permit request to: [permitsubmittal@austintexas.gov](mailto:permitsubmittal@austintexas.gov)  
(allow 24 hours to process)

**For questions please call Service Center below**

[DevelopmentATX.com](http://DevelopmentATX.com) | Phone: 311 (or 512-974-2000 outside Austin)  
For submittal and fee information, see [austintexas.gov/digitaldevelopment](http://austintexas.gov/digitaldevelopment)

**If a building permit has not been issued on this project, a trade permit will not be issued. Contact your General Contractor.**

City of Austin Land Development Code Chapter 25-12, Article 13: A permit expires on the 181st day if the project has not scheduled nor received an inspection. A "Cancelled" and/or "Failed/No Work Performed" inspection result does not extend the expiration date.

## Complete All Information to Avoid Delay; Please Print Clearly or Type

Master License Holder for Plumbing Name as it appears on license: \_\_\_\_\_

Master License Holder Email: \_\_\_\_\_

Plumbing Company Name: \_\_\_\_\_ Authorized Agent Name: \_\_\_\_\_

Office #: \_\_\_\_\_ Mobile #: \_\_\_\_\_

Use (select one) – Residential Usage is single-family or duplex structures; Commercial Usage is triplex and above:

Commercial  Residential City of Austin:  Inside  Outside

Description of Use (e.g.: office, bank, daycare, apt, etc): \_\_\_\_\_

Project Address (include Suite and/or Suffix #): \_\_\_\_\_

Building Permit #(s): \_\_\_\_\_

Description of Work in detail: \_\_\_\_\_

New/Addition Total Square Footage of proposed new construction: \_\_\_\_\_ sq. ft.

Remodel/Finish-Out Total Valuation of proposed remodel/finish-out: \$ \_\_\_\_\_

If outside the Austin City Limits please provide:

Approved Site Plan #: \_\_\_\_\_

Electric Service Provider: \_\_\_\_\_ Water/Wastewater Service Provider: \_\_\_\_\_

**Is this an Emergency?**  Yes  No Residential structures must be occupied. *Any misrepresentation will be considered a violation, and an investigation fee will be charged.*

**➤ If you are a part of the Change-Out Program for Heating, Ventilation and AC System or Hot Water Heater, please use new change-out form. If you do not wish to be part of the program then proceed with this form.**

Pull gas meter:  Yes  No Gas Inspection:  Yes  No Structure Occupied:  Yes  No

Sewer replacement in the Right of Way:  Yes  No

Water Heater replacement like for like:  Yes  No If NO, water heater is a new install:  Yes  No

Install Irrigation System:  Yes  No If you are installing Utilities or Irrigation Lines within the critical root zone of a regulated tree, a *Tree Ordinance Review Application* is required – for more information please see <http://austintexas.gov/departments/development-and-permitting> or email [cityarborist@austintexas.gov](mailto:cityarborist@austintexas.gov); if in the Right of Way, contact Right of Way Management: 512-974-1150)

Payment After Hours?  Re-Inspection  Investigation

Permit Number: \_\_\_\_\_ Address: \_\_\_\_\_

Be specific if you are paying for all or only one (1) type (i.e.: building, electric, etc.). *You may pay using website if you have registered on line.*

**Acknowledgment:** I attest that the above information submitted is correct. I understand it is my responsibility as the permit holder to keep my permits active as noted in the information at top. If I allow the permit to expire I will be required to purchase a new permit and pay new fees.

Master License Holder Signature: \_\_\_\_\_