

WHO CAN SUBMIT THIS APPLICATION?

Texas Licensed Professional Engineers.

ITEMS TO BE INCLUDED

- ☐ **General project information.** Project name, address, name of applicant/owner, and legal lot Information (recorded plat, survey, legal lot description, or land status determination letter).
- ☐ **General location map.**
- ☐ **Site information.** Property lines, easements.
- ☐ **Building information.** Building size, number of bathrooms (residential use only).
- ☐ **Existing utilities.** Show all pertinent utilities see Austin Water's [Records Access Application](#) to access this information.
- ☐ **Existing water service connection.** Include the material and size of the existing water service connection.
- ☐ **Tap Records.** Include tap records or the Water and Wastewater Service Plan Verification (WWWSPV) form. Contact the [TAPs Office](#) for more information regarding the WWWSPV form.
- ☐ **Water system information (if applicable).** Water system pressure zone, average and maximum static pressures (information available at Austin Water's Records Access Application).
- ☐ **Water Demand, commercial use only.** Projected domestic water demand in gallons per minute (gpm). Demands must be calculated using water supply fixture unit counts based on the City of Austin's plumbing code.
- ☐ **Irrigation Meters only.** Projected water demand (in gpm) based on largest irrigation zone.
- ☐ **Proposed meter.** Include proposed meter size (see [residential meter size calculator](#)).
- ☐ **Details.** Include applicable details, see [500 series](#).
- ☐ **Existing water meters.** Size and location. Include water meter numbers for all existing water meters to be relocated.

SUBMITTALS, REVISIONS, AND CORRECTIONS

- ☐ **A B+C Portal.** All new water meter upgrade plan review applications, revisions, and corrections must be submitted via the [Austin Build and Connect Portal](#) and by the engineer or licensed plumber of record. See AW's AB +C User Guide for Engineered Tap Plans and Water Meter Upgrades for more information.