

Important Update

News from the City of Austin Development Services Department



New Site Plan Exemption Process Form Improves Access and Visibility

The Site Plan Exemption process has been streamlined on a new Smartsheet platform to improve access to related documents and process updates for both applicants and Development Services (DSD) reviewers. The new [intake form](#) on the DSD Land Use Forms and Applications page replaces the previous multi-step method of downloading, completing, and emailing a site exemption application to a DSD resource account.

The tool, which launched Dec. 6, improves efficiency and turnaround times for site plan exemptions through streamlined document access and enhanced workflow monitoring.

The new tool also has a feature that generates comprehensive reports for applicants, including reviewer feedback from DSD, Austin Water, Austin Fire and Austin Energy. Applicants should still pay application fees using the [AB+C portal](#).

New Asbestos Requirements Affect Some Renovations, Demolitions

Permits for renovations and demolitions of certain public and commercial buildings now require additional documentation of asbestos surveys. The new requirement became effective earlier this year following an update to [Chapter 296 of the Texas Administrative Code](#). It applies to public and commercial buildings with more than four dwelling units.

Applicants must now [submit this Required Asbestos Compliance Notice](#) and provide written evidence that a Texas-registered architect or Texas-licensed professional engineer licensed to do this work has completed an asbestos survey of all parts of the building affected by the planned renovation or demolition.

A list of exclusions is available in [Chapter 296, Subchapter A](#).

Building Connections to Return in 2022, Important Updates to Continue

We appreciate your ongoing interest in DSD updates, and we are undergoing a little renovation of our communications to serve you better. Starting in January 2022, we plan to bring back the Building Connections newsletter with a fresh look and monthly distribution. Important Updates will be limited to urgent, time-sensitive announcements, such as winter storm notices or other topics that can immediately impact your ongoing or upcoming projects.

The mailing list for both publications will remain the same, so you will not need to sign up for the new publication. If you're signed up for this newsletter, you will receive Building Connections when it starts publication in January. If you got this email from a friend, and want to stay up to date, you can [sign up here](#) to receive future newsletters and access previous editions of Important Update.

We also encourage you to consider following us on Facebook, Instagram and Twitter, all [@developmentatx](#). [#NewYearNewView](#)

Appointments Now Available for Austin Public Health Reviews

Today, the [PDC Appointment Scheduler](#) began offering appointments with Austin Public Health (APH) for your Pool and Spa permits as well as reviews and permitting for Food Service Establishments. You can now schedule appointments for in-person or virtual meetings with APH staff. Watch for more appointment options in 2022 as more partner departments are added to the scheduler.

Stakeholder Meeting Coming in January

Please plan to join us for a stakeholder meeting on Wednesday, Jan. 26, from 2:30 to 4 p.m. We look forward to reflecting on 2021 and sharing more about how we plan to serve you better in 2022. We appreciate all the input we have received from customers, stakeholders and employees, which helped to define our priorities and focus areas for the year ahead. Your experience matters to DSD, and we will continue to work to improve that experience every day. Expect an email from us soon with more details, including how to RSVP to attend the January meeting.

Happy Holidays from DSD!

Please remember DSD offices (virtual and in-person) will be closed for City holidays and all-employee events on the following days:

- Thursday and Friday, Dec. 23 and 24
- Friday, Dec. 31
- Monday, Jan. 17
- Friday, Jan. 21, Noon - 2:30 p.m. (Employee post-holiday event closure)

The PDC will be closed, and no inspections will be performed during these times. A full list of 2021-2022 holiday closures is [available on the City website](#).

We wish you all the happiest of holidays and a prosperous New Year!

Thank you for your continued interest in Development Services topics.

City of Austin Development Services Department
