



**PURPOSE:** This application is for obtaining a construction site plan permit for Utility Line Projects within the City of Austin jurisdiction (full-purpose and limited-purpose city limits, and extraterritorial jurisdiction ETJ), except for water or sewer taps to an existing main, construction falling under the General Permit, and utility construction related to a subdivision.

For the following information, please visit <http://www.austintexas.gov/page/land-use-applications#site>: See Utility Line Projects Overview and Review Procedures for site plan general information and review procedures; see Utility Line Projects Application Instructions for instructions on completing this application and submittal requirements.

This application is a fillable PDF that can be completed electronically. To ensure your information is saved, [click here to Save](#) the form to your computer (note that Internet Explorer supports the “Save” button), then open your copy and continue.

The Tab key may be used to navigate to each field; Shift + Tab moves to the previous field. The Enter key activates links, emails, and buttons. Use the Up & Down Arrow keys to scroll through drop-down lists and check boxes, and hit Enter to make a selection.

The application must be complete and accurate prior to submittal. ***If more space is required, please complete the last section as needed***, and check the Additional Space box at the top of that section.

All information is required (if applicable).

## For Office Use Only

Development Review Type: \_\_\_\_\_

Application Accepted By: \_\_\_\_\_

Case Manager: \_\_\_\_\_

**NOTE:** If this box is checked, then additional space was required to complete this application, and the applicant has completed the Additional Space section at the end.

## Section 1: Project Information

Project Name: \_\_\_\_\_

Project Street Address (or range):

\_\_\_\_\_

Zip: \_\_\_\_\_

—OR—

If project address cannot be defined, such as utility lines, provide the following information:

Approximate distance: \_\_\_\_\_ direction:  from the intersection  
of: \_\_\_\_\_ and: \_\_\_\_\_  
on the:  side

Provide either Legal Description or Subdivision Reference:

Legal Description:

\_\_\_\_\_

Subdivision Reference

Name: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Block(s): \_\_\_\_\_ Lot(s): \_\_\_\_\_ Outlot: \_\_\_\_\_

Plat Book: \_\_\_\_\_ Page Number: \_\_\_\_\_

Document Number: \_\_\_\_\_ Case Number: \_\_\_\_\_

Deed Reference of Deed Conveying Property to the Present Owner

Volume: \_\_\_\_\_ Document Number: \_\_\_\_\_

Page(s): \_\_\_\_\_ Sq. Ft.: \_\_\_\_\_ or Acres: \_\_\_\_\_

**Section 2: Applicant/Agent Information**

Applicant Name: \_\_\_\_\_

Firm: \_\_\_\_\_

Applicant Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone 1: \_\_\_\_\_ Type 1:

Phone 2: \_\_\_\_\_ Type 2:  Phone 3: \_\_\_\_\_ Type 3:

### Section 3: Owner Information

Same as Applicant      Owner Name: \_\_\_\_\_

Owner Signature: \_\_\_\_\_

Firm: \_\_\_\_\_

Owner Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone 1: \_\_\_\_\_ Type 1:

Phone 2: \_\_\_\_\_ Type 2:  Phone 3: \_\_\_\_\_ Type 3:

### Section 4: Engineer Information

Not Applicable       Same as Applicant      Name: \_\_\_\_\_

Firm: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone 1: \_\_\_\_\_ Type 1:

Phone 2: \_\_\_\_\_ Type 2:  Phone 3: \_\_\_\_\_ Type 3:

### Section 5: Other Professional/Trade Information

Not Applicable       Same as Applicant      Type:

Name: \_\_\_\_\_

Firm: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone 1: \_\_\_\_\_ Type 1:

Phone 2: \_\_\_\_\_ Type 2:  Phone 3: \_\_\_\_\_ Type 3:

### Section 6: Property Attributes

Watershed:       Watershed Class:

In City of Austin Edwards Aquifer Recharge Zone?  Yes  No

Land Development Jurisdiction:  Full-Purpose     Limited-Purpose     2-Mile ETJ     5-Mile ETJ

Is your project subject to all current watershed protection regulations?  Yes  No

On a Hill Country Roadway?  Yes  No

Specify Hill Country Roadway: \_\_\_\_\_

Has there been a Development Assessment?  Yes  No File Number: \_\_\_\_\_

Small Project?  Yes  No

### Section 7: Site Area Information

Utility or Storm Sewer Length: \_\_\_\_\_ Linear Feet

<u>EXISTING ZONING</u>	<u>EXISTING USE</u>	<u>TRACT #</u>	<u>ACRES / SQ FT</u>	<u>PROPOSED USE</u>
_____	_____	_____	____ / _____	_____
_____	_____	_____	____ / _____	_____
_____	_____	_____	____ / _____	_____
_____	_____	_____	____ / _____	_____

Utility or Storm Sewer Length: \_\_\_\_\_ Linear Feet

Acres \_\_\_\_\_ -OR- Sq. Ft. \_\_\_\_\_

### Section 8: Related Cases

#### FILE NUMBERS

Zoning Case?  Yes  No

Restrictive Covenant?  Yes  No

Subdivision?  Yes  No

Land Status Report?  Yes  No

Existing Site Plan?  Yes  No

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Section 9: Land Use Site Plan Data - as applicable

Subject to Compatibility Standards?  Yes  No

In Combining District/Overlay Zone? (NCCD, CVC, WO, AO, etc.):  Yes  No

If Yes, please specify: \_\_\_\_\_

### Section 10: Waiver / Variance / Etc. - as applicable

Compatibility Standards Waiver - Section(s): \_\_\_\_\_

PRA 200 ft. Driveway Spacing - Section(s): \_\_\_\_\_

Hill Country - Section(s): \_\_\_\_\_

Waterfront Overlay District - Section(s): \_\_\_\_\_

Shared Parking Analysis  Off-Site or Remote Parking  Alternative Landscape Compliance

## Section 11: Submittal Verification

My signature attests to the fact that the attached application package is complete and accurate to the best of my knowledge. I understand that proper City staff review of this application is dependent upon the accuracy of the information provided and that any inaccurate or inadequate information provided by me/my firm/etc., may delay the proper review of this application.

Please type or print Name below Signature, and indicate Firm represented, if applicable:

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Signature

---

Month

---

Day

---

Year

---

Name (Typed or Printed)

---

Firm

## Section 12: Inspection Authorization

As owner or authorized agent, my signature authorizes staff to visit and inspect the property for which this application is being submitted.

Please type or print Name below Signature, and indicate Firm represented, if applicable:

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Signature

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Month

---

Day

---

Year

---

Name (Typed or Printed)

---

Firm

## Section 13: Acknowledgment Form

I, \_\_\_\_\_ have checked for any information that may  
(Printed Name of Applicant)

affect the review of this project, including but not limited to: subdivision plat notes, deed notes, deed restrictions, restrictive covenants, zoning conditional overlays, and/or Subchapter E design standards prohibiting certain uses and/or requiring certain development restrictions (height, access, screening, etc.) on this property, located at:

(Address or Legal Description):

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If a conflict should result with the request I am submitting to the City of Austin due to any of the aforementioned information, it will be my responsibility to resolve it. I also acknowledge that I understand the implications of use and/or development restrictions that are a result of the aforementioned information.

I understand that if requested I must provide copies of any and all of the aforementioned information that may apply to this property.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Month

\_\_\_\_\_  
Day

\_\_\_\_\_  
Year

### For Submittal Requirements and Exhibits

Please see Utility Line Projects Application Instructions at  
<http://www.austintexas.gov/page/land-use-applications#site>

