



For questions, call Intake at (512) 974-1770.

## Required items – with applicable fees – due at initial submittal

- Completed application form with all appropriate signatures
- Current Tax Certificates (If exempt, certificate still required)
- Engineering Report
  - One (1) copy for completeness check
- Tower Collocation Affidavit (if within City, refer to application instructions)
- Historic Zoning, Daycare, Dwelling Unit Separation Affidavit (if within City, refer to application instructions)
- Legible Location Map as a separate PDF with red-lined site area
- NECS Compliance form from Austin Energy (if within AE territory)
- City Arborist Review Form – (not required for projects in ETJ)
- Plans
  - One copy for initial completeness check

## Items that must be provided at formal submittal

- Appropriate exhibits from application must be on flash drive w/names of files/layers
- Digital copy of drainage model. A CD or flash drive separate from the electronic submittal

Note: An ERI or an ERI waiver will be required if development occurs on a site that:

- (1) is within the Edwards Aquifer recharge or contributing zone;
- (2) is within the Drinking Water Protection Zone;
- (3) contains a water quality transition zone;
- (4) contains a critical water quality zone;
- (5) contains a floodplain; or
- (6) has a gradient greater than 15%.

If these conditions exist and an ERI or ERI waiver is not submitted, the project will be rejected during the initial stage of completeness check.