



# Residential Volume Builder Program Building Permit Application

*To complete this form electronically: Open with Internet Explorer, then [Click Here to Save and continue.](#)*

## Property Information

Project Address:	Fees from Escrow?      Y      N
Legal Description:	Escrow Account Row ID:
Zoning District:	Lot Size (sq ft):

## Required Reviews

Is project participating in S.M.A.R.T. Housing?      Y      N (If yes, attach signed certification letter from NHCD, and signed conditional approval letter from Austin Energy Green Building)	Does project have a Green Building requirement?      Y      N (If yes, attach signed conditional approval letter from Austin Energy Green Building)
Does this site have or will it have an auxiliary water source?      Y      N (If yes, submit approved auxiliary and potable plumbing plans.) (Auxiliary water supplies are wells, rainwater harvesting, river water, lake water, reclaimed water, etc.)	
Are there existing water/wastewater infrastructure, appurtenances or existing water/wastewater easements located on site?      Y      N (If yes, contact Austin Water Utility Pipeline Engineering for review and approval)	
Does the structure exceed 3,600 sq. ft. total under roof?      Y      N	Is this site within an Airport Overlay Zone?      Y      N (If yes, approval through Aviation is required)
Is this property within 200 feet of a hazardous pipeline?      Y      N (If yes, Fire review is required)	
Is this site located within an Erosion Hazard Zone?      Y      N (If yes, EHZ review is required)	Is this property within 150 feet of the 100 year floodplain? Y      N (Proximity to floodplain may require additional review time)
Is there a protected sized tree on this lot or adjacent lot(s)?      Y      N (If yes, <a href="#">click here</a> for more information on the tree permit process.)	

## Description of Work

Is Total New/Added Building Area > 5,000 Sq Ft?      Y      N (If yes, construction material recycling is required per LDC 25-11-39)
# of bedrooms:      # of bathrooms:
Project Description: (Note: Please provide thorough description of project. Attach additional pages as necessary)
_____
_____

## Building Area

Area Description	Bldg. #1 Square Feet	Bldg. #2 Square Feet (if applicable)
Note: Provide a separate calculation for each distinct area. Attach additional sheets as necessary. Measurements are to the outside surface of the exterior wall.		
a) 1 <sup>st</sup> floor conditioned area		
b) 2 <sup>nd</sup> floor conditioned area		
c) 3 <sup>rd</sup> floor conditioned area		
d) Basement, Habitable Attic		
e) Covered parking (garage or carport)		
f) Covered patio, deck, or porch		
g) Uncovered Wood deck, roof deck		
h) Balcony		
i) Other covered or roofed areas		
Total Building Area (add all: a through i)		

## Job Valuation

Total Job Valuation: \$ \_\_\_\_\_ Note: Labor and materials only, rounded to nearest dollar. Permit fees are based on adopted fee schedule.  
 Principal Structure: \$ \_\_\_\_\_ Accessory Structure: \$ \_\_\_\_\_

## Site Development Information

<b>Building Coverage Information</b> (LDC 25-1-21) Total Building Coverage (sq ft): _____ % of lot size: _____	<b>Impervious Cover Information</b> (LDC 25-1-23) Total Impervious Cover (sq ft): _____ % of lot size: _____
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<b>Height Information</b> (LDC 25-1-21) Building Height: _____ ft ____ in    Number of Floors: _____	<b>Parking</b> (LDC 25-6 Appendix A & 25-6-478) # of spaces required: _____ # of spaces provided: _____
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**Right-of-Way Information**

Width of approach (measured at property line): \_\_\_\_\_ ft    Distance from intersection (for corner lots only): \_\_\_\_\_ ft

Are storm sewer inlets located along the property or within ten (10) feet of the boundaries of the property?    Y    N

Is a public sidewalk required to be installed for this property?    Y    N

## Contact Information

General Contractor		Applicant	
Mailing Address		Mailing Address	
Phone		Phone	
Email		Email	

## Authorization

\_\_\_ I understand that in accordance with Sections 25-1-411 and 25-11-66 of the Land Development Code (LDC), non-compliance with the LDC may be cause for the Building Official to suspend or revoke a permit and/or license.

\_\_\_ I understand that nothing may be built upon or over an easement.

\_\_\_ I further understand that no portion of any roof structure may overhang in any easement. I acknowledge that customer will bear the expense of any necessary relocation of existing utilities to clear this driveway location and/or the cost to repair any damage to existing utilities caused during construction. Water services, meters, and wastewater cleanouts are not permitted within or beneath driveways or sidewalks. Private plumbing appurtenances will not be located in public right-of-way or public easements. Private plumbing lines will not cross lot lines.

\_\_\_ **I agree that this application is good for twelve (12) months after the date it is filed, and will expire if not approved for compliance within that time frame. If the application expires, a new submittal will be required and compliance with current code may be required.**

\_\_\_ I hereby certify that to the best of my knowledge and ability, the information provided in this application is complete and accurate.

\_\_\_ I further acknowledge that, should any information contained herein prove incorrect, the building official may suspend or revoke any resulting permit and/or license.

\_\_\_ I also understand that if there are any trees greater than 19 inches in diameter located on the property and immediately adjacent to the site, I am required to complete a Tree Ordinance Review Application by contacting (512) 974-1876 or [cityarborist@austintexas.gov](mailto:cityarborist@austintexas.gov). This initiates the tree permitting requirement needed to proceed with the development review.

\_\_\_ Erosion and Sedimentation Controls are required per Section 25-8-181 of the LDC. **Failure to comply with this requirement may result in a Stop Work Order and/or legal action by the City of Austin including criminal charges and fines of up to \$2,000.00 per day.**

\_\_\_ I acknowledge if my plans are subject to a technical review it will not be construed to be a permit for, or an approval of any violation of any of the provisions of the current adopted building codes or another ordinance of the City of Austin.

\_\_\_ I am authorized by the record owner to act as the agent/applicant and to apply for and acquire a permit on behalf of the record owner.

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Application Process

Please submit all documents single-sided. Submission requirements:

- Completed application
- 2 large-format sets of permit exhibits (11"x17", 12"x18", 18"x24", or 24"x36")
- 1 small-format set of permit exhibits (11"x17", 8.5"x14", or 8.5"x11")

All drawings must be to a City of Austin verifiable scale, see [Residential Building Permit Customer Submittal Checklist](#) for additional details and a list of acceptable scales.

All new construction must comply with the [Visitability Ordinance](#).

Submit application package during Intake hours. For hours and additional information go to our website at <http://www.austintexas.gov/departments/residential-building-review>