



Consolidated Site Plan Application

Completeness Check Submittal

DevelopmentATX.com | Phone: 311 (or 512-974-2000 outside Austin)
For submittal and fee information, see austintexas.gov/digitaldevelopment

This application is for obtaining Completeness Check Review approval for a consolidated site plan permit or a revision to a consolidated site plan permit within the City of Austin’s jurisdiction [full-purpose and limited purpose].

The City of Austin encourages applicants considering a site plan to consult with staff to better understand requirements and project feasibility prior to submitting this application. To learn more about site plans and to schedule an informational appointment with staff, visit the Site Plan Webpage at <https://www.austintexas.gov/siteplans>.

This application must be complete and accurate prior to submittal. All information is required unless otherwise specified. If more space is required, please provide additional document(s) as an attachment and check the Additional Space Box below.

Additional space was required to complete this application. I have attached additional document(s).

Section 1: Project Information

What type of site plan application are you submitting?

Visit the Site Plan Webpage at <https://www.austintexas.gov/siteplans> for more information about the application types.

- Administrative – Consolidated Site Plan
- Land Use Commission – Consolidated Site Plan
- Revision to a Consolidated Site Plan (Site Plan Case Number: _____)

Are you filing a Small Project as defined in Land Development Code (LDC) 25-5-3? Yes No

Proposed Site Plan Project Name: _____

Project Street Address (or range):

Provide the street address of the project or range of addresses for all streets touching the property. For assistance, call Addressing at (512) 974-2797 or email addressing@austintexas.gov.

Zip: _____

Description of Proposed Development:

Provide a summary description of the proposed project, including type of development, number of buildings and other proposed site improvements, such as parking, water quality/detention ponds, landscaping, etc.

Provide either Property Legal Description or Subdivision Reference:

Legal Lot Description:

Deed Reference of Deed Conveying Property to the Present Owner:

This information is on the deed or is available from the title company or through the County Appraisal District.

Volume: _____ Document Number: _____

Page(s): _____ Sq. Ft.: _____ or Acres: _____

Tax Parcel Number(s): _____

These numbers may be found on the tax plats or tax certificates.

Section 2: Applicant/Agent Information

Provide all contact information. If an agent is designated, this is considered the "Applicant" and will be the primary contact.

Applicant Name: _____

Firm: _____

Applicant Mailing Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____ Type:

Section 3: Owner Information

Provide all contact information if the owner is not the applicant. The current owner must sign the application or attach a written authorization for the agent. Be sure all signatures are legible and address information is correct.

Same as Applicant Owner Name: _____

Firm: _____

Owner Mailing Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____ Type:

Owner Signature: _____

Section 4: Engineer Information

Provide all engineer contact information, if applicable.

Not Applicable Same as Applicant Name: _____
Firm: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Email: _____ Phone: _____ Type:

Section 5: Other Professional/Trade Information

Provide all professional and/or trade contact information, if applicable. Examples include general contractor, electrical contractor, landscape architect, etc.

Not Applicable Same as Applicant Type:
Name: _____
Firm: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Email: _____ Phone: _____ Type:

Section 6: Property Attributes

Land Development Jurisdiction: Full-Purpose Limited-Purpose

Does your project include affordable housing units or fee-in-lieu of affordable units? Select all type(s) of affordable housing program(s) and funding being pursued:

- Permanent Supportive Housing (PSH)
- S.M.A.R.T. Housing
- Density Bonus
- Density Bonus (DB) 90. Is the Certification Letter attached? Yes No
- Government Funding (County/State/Federal). Exp. Date(s): _____

If residential, are there other Tax Credits or State/Federal funding? Yes No

Is your project a capital improvement project? If so, who is the department sponsor? _____

Is your project a school project? Yes No

School District: _____ *Provide the name of the school district this project is located within.*

Does the proposal include demolition or relocation of any buildings over 45 years old? Yes No

If demolition is proposed, how many residential units will be demolished? _____

Number of these residential units currently occupied: _____

Number of Newly Proposed Residential Units (if applicable): _____

Is your project in City of Austin Edwards Aquifer Recharge Zone? Yes No

Smart Growth Zone -OR- Drinking Water Protection Zone

Watershed: Watershed Class:

Is your project subject to all current Watershed Protection regulations? Yes No

Is your project on a Hill Country Roadway? Yes No

Specify Hill Country Roadway: _____

Principal Street Type: Core Transit Corridor Urban Roadway Internal Circulation Route

Suburban Roadway Hill Country Roadway Highway

In a Neighborhood Plan? Yes No

If Yes, name of Neighborhood Plan: _____

Select which regulating plan the property is in, if applicable:

Transit-Oriented Development (TOD) District. Name: _____

North Burnet/Gateway (NBG)

East Riverside Corridor (ERC)

Planned Unit Development (PUD). Ordinance #: _____

Planned Development Agreement (PDA). Ordinance #: _____

Select which historic district the property is in, if applicable:

Local historic district (HD zoning)

National Register historic district

Landmarked property (H zoning)

Is the project located within the University Neighborhood Overlay (UNO) boundaries, and subject to the streetscape standards of UNO? Yes No

Is the project located within the boundaries of downtown Austin, with the boundaries of MLK Blvd. to the north, the Colorado River to the south, Lamar Blvd. to the west, and I35 to the east, and subject to required streetscape standards? Yes No

Will the project need to participate in the Downtown Density Bonus Program (DDBP), seeking to increase maximum building height, and/or Floor to Area Ratio (FAR) beyond base entitlements?

Yes No

Is the project opting to participate in the Great Streets Program? Yes No

Will a License Agreement Application be submitted for this project? Yes No

Electric Utility Provider: _____

Water Provider: _____

Wastewater Disposal Provider: _____

Section 7: Application Assessment

Is a Traffic Impact Analysis (TIA) required? Yes No

Large Retail Use, as defined in Sec. 25-2-815? Yes No

Is this use Conditional within the site's zoning district? Yes No

Has there been a Development Assessment or Concept Site Plan?

Yes No File Number: _____

Will all parking be located on site? Yes No (If No, an Off-Site/Shared Parking Application and fees are required)

Shared parking? Yes No (If Yes, an Off-Site/Shared Parking Application and fees are required)

Section 8: Site Area Information

Gross Site Area: Acres _____ -OR- Sq. Ft. _____
See Section 25-1-21(44) of the Land Development Code for a definition of Gross Site Area.

Net Site Area: Acres _____ -OR- Sq. Ft. _____
See Section 25-8-62 of the Land Development Code for a definition of Net Site Area.

Limits of Construction: Acres _____ -OR- Sq. Ft. _____

EXISTING ZONING EXISTING USE TRACT # ACRES / SQ FT PROPOSED USE

Complete the chart, indicating the zoning (within the City limits), existing and proposed uses, and area of each tract. If there is only one tract, refer to it as Tract 1.

_____	_____	_____	_____ / _____	_____
_____	_____	_____	_____ / _____	_____
_____	_____	_____	_____ / _____	_____
_____	_____	_____	_____ / _____	_____

Existing Impervious Cover (%): _____ Proposed Impervious Cover (%): _____
Indicate the existing and proposed percent of impervious cover. Impervious cover is anything that prevents water from percolating into the ground, such as buildings, drives, concrete pads or walkways, compacted surfaces for driving, etc.

Are any underground storage tanks existing or proposed? Yes No

Section 9: Related Cases

FILE NUMBERS

Zoning Case? Yes No

Restrictive Covenant? Yes No

Subdivision? Yes No

Land Status Determination? Yes No

Existing Site Plan? Yes No

Section 10: 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: _____

Requires a Green Building Program Rating? Yes No (If Yes, attach Letter of Intent)

Section 11: Waiver / Variance / Etc. - as applicable

Compatibility Standards Waiver – Code Section(s): _____

Board of Adjustments Variance – Case Number(s): _____

Driveway Spacing – Code Section(s): _____

Hill Country – Code Section(s): _____

Waterfront Overlay District – Code Section(s): _____

Environmental – Code Section(s): _____

Shared Parking Analysis Off-Site or Remote Parking

Detention Pond Waiver Alternative Landscape Compliance

Section 12: City Arborist Review

Has there been an onsite consultation with a City Arborist? Yes No

(If yes, please include all consultation correspondence and supporting documentation.)

Consultation – Tree Permit Number: _____

Will you be requesting a tree variance? Yes No

For commercial site-plan applications, count trees within and adjacent to the limits of construction:

- Number of trees with a diameter of 8 in. or greater located within the Limits of Construction (LOC):

- Number of trees with a diameter of 8 in. or greater located immediately adjacent to the LOC:

- Total number of trees with a diameter of 8 in. or greater:

Section 13: 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:

Signature Month Day Year

Name (Typed or Printed)

Firm

Section 14: 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:

Signature Month Day Year

Name (Typed or Printed)

Firm

Is there a Gate Code? Yes No

If yes, provide contact information for gate code: _____

Section 15: 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):

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