



## **SUBMITTAL PREREQUISITES** **for a Preliminary Plan, Final Plat or** **Subdivision Construction Plan**

This list identifies approvals that must be obtained before formal submittal of an application for a preliminary plan, final plat, or subdivision construction plan. This is not a completeness checklist and not all items are applicable to all applications.

### **General**

- Final City Council approval of any proposed zoning application.
- Final determination for Chapter 245 vested rights, or applicability of “other” rules.
- Parkland final determination or Early Determination letter.
- Driveway/Utility Plan for residential flag lots. Approved by: AFD, AE, AW, Transportation Planning, Environmental, City Arborist, Subdivision, Drainage, Water Quality.
- Alternative Method of Compliance (AMOC) from Austin Fire Dept. for urban, cottage or small lots (only in full-purpose jurisdiction).
- Non-standard legal document(s) reviewed and approved by legal dept.
- Approved license agreement.
- Approved variance from Board of Adjustment for lot size or lot width.
- Engineer’s sealed fiscal cost estimate.
- Encroachment agreements approved by City Council.
- If any portion of the plat is in the Hays County ETJ, the plat must be approved by Hays County before it is submitted to the City of Austin.

### **Transportation**

- Approved Traffic Impact Analysis (Travis County ETJ only).
- Driveway permit from TXDOT for any connection to a state ROW.
- Driveway permit from Travis County for any connection to a county ROW.

### **Utilities**

- Approved Service Extension Request (SER) from AW for water, wastewater or reclaimed water.
- Will-Serve letter and capacity confirmation for Preliminary Plan not served by Austin Water.
- Formal Service Commitment confirmation for final plat not served by Austin Water.
- Letter of support from controlling easement owner (Austin Energy, Austin Water, Watershed Protection, etc.) for an Easement Vacation.
- Certificate of Convenience and Necessity (CCN) release.

### **Environmental**

- Final determination for SOS limited adjustment(s).
- Council approval of SOS Redevelopment exception(s).
- Recommendation from Environmental Board for any environmental variance that requires a public hearing.

### **Drainage/Floodplain/RSMP**

- Final determination for Alternative Equivalent Compliance (AEC) for Water Quality, including fee-in-lieu.
- RSMP participation letter.
- Floodplain variance approved by Council.
- Final determination for any modification of the adopted COA Floodplain Hydraulic Model.
- AULCC approval: Prior to submittal of subdivision construction plan.
- CLOMR (Conditional Letter of Map Revision) for proposed change to a FIRM (Flood Insurance Rate Map).