



DP-01 Development Plan (Site Plan) Application

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

This application is in conjunction with either a Vested Rights Petition or a Fair Notice Site Plan (new project, current code)

For Office Use Only

Application Date: _____ File Number: _____
Development Review Type of Site Plan: Vested Rights Petition —OR— Fair Notice
Application Accepted By: _____ Development Plan Expiration Date: _____

Download application before entering information.

The following information must be provided.

Section 1: Project Information

Project Name: _____

Project Street Address: _____ Zip: _____

Project Summary – describe the nature, scope, and intensity of project (***and provide letter from owner or agent***):

Provide either Subdivision Reference or Legal Description if not platted:

Subdivision Reference

Name: _____

Approval Date: _____

Block(s): _____ Lot(s): _____ Outlot: _____

Plat Book: _____ Page Number: _____

Document Number: _____ Case Number: _____

Legal Description:

Tax Parcel Number(s): _____

Grid Number(s): _____

Section 2: Applicant/Agent Information – Principle Contact

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: Property Attributes

Watershed: Watershed Class:

County(s): _____

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

Acreage: _____

On a Hill Country Roadway? Yes No

Specify Hill Country Roadway: _____

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

If Yes, please specify: _____

Section 5: Application Assessment

- Administrative Approval? Yes No
- Land Use Approval? Yes No
- Land Use Site Plan only (part A)? Yes No
- Construction Plan only (part B)? Yes No
- Consolidated Planning Commission Approval? Yes No
- Boat Dock and Shoreline Modification? Yes No

Section 6: Site Area Information

Site Area Acres: _____ -OR- Sq. Ft.: _____

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

Existing Zoning	Existing Use	<input type="radio"/> Tract #	<input type="radio"/> Acres	Proposed Use
		<input type="radio"/> Lot #	<input type="radio"/> Sq. Ft.	

Section 7: Related Cases

CASE NUMBERS

- Zoning Case? Yes No _____
- Restrictive Covenant? Yes No _____
- Existing Site Plan? Yes No _____
- Subdivision? Yes No _____

Subdivision Name: _____

Lots and Blocks: _____

Section 8: 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 9: 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

Section 10: 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

Submittal Requirements

In addition to the completed application, the following information is required:

- 1. Plans:** A digital copy
- 2. Summary Letter:** Required at submittal to demonstrate enough information regarding nature, scope, and intensity of the proposed project
- 3. Full-Size Tax Maps (1"=100'):** One (1) blueline copy of each of the current tax plats, showing all properties within 500 feet of the red-lined site area (limits of construction)
Tax maps may be obtained from:
 - Hays County: Hays County Clerk's Office, 137 N. Guadalupe St., San Marcos, phone: (512) 393-7330
 - Travis County: Travis Central Appraisal District, Walnut Creek Business Park, 8314 Cross Park Drive, Austin (Hwy 290 East and Cross Park Drive), phone: (512) 834-9138. Tax plats for Travis County may be printed online at <http://www.traviscad.org/>.
 - Williamson County: Williamson County Clerk, Justice Center Building, 405 Martin Luther King St., Georgetown, phone: (512) 943-1515

For projects located outside of Travis County: Submit a list of names and addresses of all property owners within a 500-foot radius of the site.

- 4. Location Map:** Legible map on separate sheet