



Subdivision Application

City of Austin and Extraterritorial Jurisdiction in Travis, Williamson, Bastrop, and Hays Counties

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

PURPOSE: This application is for obtaining subdivision approval within the City of Austin jurisdiction (full-purpose, limited-purpose city limits, and extraterritorial jurisdiction ETJ). For the following information, please visit <http://www.austintexas.gov/page/land-use-applications#sub>. See Subdivision Overview and Review Procedures for general information about subdivisions and review procedures; see Subdivision Application Instructions for instructions on completing this application and submittal requirements.

This application is a fillable PDF that can be completed electronically. To ensure your information is saved, [click here to Save](#) the form to your computer, then open your copy and continue.

The Tab key may be used to navigate to each field; Shift + Tab moves to the previous field. The Enter key activates links, emails, and buttons. Use the Up & Down Arrow keys to scroll through drop-down lists and check boxes, and hit Enter to make a selection.

The application must be complete and accurate prior to submittal. ***If more space is required, please complete the last section as needed***, and check the Additional Space box at the top or end of this application.

All information is required (if applicable).

For Office Use Only

Application Type: _____ 2 = Preliminary 3 = Revised preliminary 4 = Final not requiring preliminary 5 = Final requiring preliminary 6 = Concurrent final with preliminary & construction 7 = Concurrent final with no preliminary & construction 8 = Construction plans only	Project Type: _____ 1 = Conventional 2 = PUD 3 = Small Lot 4 = Townhouse 5 = Single-family, attached 6 = Multifamily 7 = Mixed Use	Process Type: _____ 1 = Previously unplatted 2 = Amendment 3 = Vacation/Replat 4 = Resubdivision
Application Accepted By: _____		
Construction Plan Code: _____ Case Manager: _____		

City: _____ State: _____ Zip: _____
Email: _____ Phone 1: _____ Type 1:
Phone 2: _____ Type 2: Phone 3: _____ Type 3:

Section 4: Engineer Information

Not Applicable Same as Applicant Name: _____
Firm: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Email: _____ Phone 1: _____ Type 1:
Phone 2: _____ Type 2: Phone 3: _____ Type 3:

Section 5: Other Professional/Trade Information

Not Applicable Same as Applicant Type:
Name: _____
Firm: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Email: _____ Phone 1: _____ Type 1:
Phone 2: _____ Type 2: Phone 3: _____ Type 3:

Section 6: Property Attributes

Is this a S.M.A.R.T. Housing Project? Yes No (If Yes, submit a copy of the
Pre-Certification letter from Neighborhood Housing and Community Development.)
 Smart Growth Zone — OR — Drinking Water Protection Zone
Watershed: Watershed Class:
In a recharge zone? Yes No
Land Development Jurisdiction: Full-Purpose Limited-Purpose 2-Mile ETJ 5-Mile ETJ
County: Travis Williamson Hays Bastrop
School District: _____
In a Neighborhood Plan (approved or underway)? Yes No
If Yes, name of Neighborhood Plan: _____

In a Transit-Oriented Development (TOD) District? Yes No

If Yes, name of TOD: _____

If within a Municipal Utility District, give name: _____

Electric Utility Provider: _____

Water Provider: _____

Wastewater/Sewage Disposal Provider: _____

Section 7: Application Assessment

Has there been a Development Assessment? Yes No File Number: _____

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

Is Demolition proposed? _____ If Yes, how many residential units will be demolished? _____

Current Zoning (within City of Austin Full-Purpose or Limited-Purpose area): _____

Zoning case currently under review on this site? Yes No Case Number: _____

Number of lots/units proposed — Single-family: _____ Multifamily: _____

Yes No 100 or more single-family units are proposed.

Yes No 200 or more multifamily units are proposed.

Yes No 100 or more multifamily units are proposed and a tax credit is requested.

Yes No Project will demolish more than 50 residential existing units in a structure more than 20 years old.

NOTE: If one of the four above requirements is met, an Educational Impact Statement (EIS) may be required. See Subdivision Application Instructions - Exhibit IV: Educational Impact Statement (EIS) Determination at <http://www.austintexas.gov/page/land-use-applications#sub>.

Section 8: Related Cases

FILE NUMBERS

Zoning Case? Yes No _____

Zoning Ordinance? Yes No _____

Site Plan Case? Yes No _____

Subdivision Case? Yes No _____

Section 9: Proposed Land Use (by summary)

Land Use By Summary	Number of Lots	Number of Units	Acreage
Totals:			

Section 10: Waiver / Variance / Etc. - as applicable

- Balance of the Tract - Section(s): _____
- Sidewalks - Section(s): _____
- Single Outlet - Section(s): _____
- Street Length - Section(s): _____
- Block Length - Section(s): _____
- Lot Frontage - Sections(s): _____
- Cut / Fill - Sections(s): _____
- Flag Lots - Sections(s): _____
- Other: _____ - Sections(s): _____

Section 11: 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 12: Owner's Acknowledgment

STATE OF _____

§

COUNTY OF _____

§

KNOW ALL MEN BY THESE PRESENTS:

That

(Individual)

Corporation, acting by and through

Partnership, acting by and through

Other

, owner(s) of the tract(s) of land described in warranty deed(s) recorded as follows:

, copies thereof attached hereto and made a part hereof for all pertinent purposes, do hereby make and/or authorize _____, to make application for subdivision of such property in accordance with the accompanying plan/plat, and do hereby offer to dedicate to the public use all streets and easements shown thereon, or as may otherwise be required by applicable regulations, pursuant to Title 25 and/or Title 30 of the City of Austin Land Development Code, Chapter 80 of the Travis County Rules, and Chapters 212 and 232 of the Texas Local Government Code.

Witness my hand this _____ day of

_____, _____.

(Owner's Signature)

Witness my hand this _____ day of

_____, _____.

(Owner's Signature)

This instrument acknowledged before me on

The _____ day of _____, _____.

Notary Public, in and for

My Commission expires: _____.

This instrument acknowledged before me on

The _____ day of _____, _____.

Notary Public, in and for

My Commission expires: _____.

Section 13: Engineer's Certification

This is to certify that:

- I am authorized to practice the profession of Engineering in the State of Texas;
- I am responsible for the preparation of the engineering portions of the plan or plat submitted herewith;
- All engineering information shown on the plan or plat is accurate and correct; AND
- With regard to the engineering portions thereof, the plan or plat complies with Title 25 and/or Title 30 of the City of Austin Land Development Code, as amended, and all other applicable City and Travis County codes, ordinances and rules, except for specific variances and waivers from the above regulations that are identified and requested as of this date, as follows:

(_____ additional sheet(s) with variances or waivers are attached) *{each additional sheet must be signed, sealed, and dated}*

Witness my hand this _____ day of _____, _____ .

(Engineer's Signature)

(SEAL)

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

For Submittal Requirements and Exhibits

Please see Subdivision Application Instructions at
<http://www.austintexas.gov/page/land-use-applications#sub>

