



Boat Docks/Shoreline Modifications/Shoreline Access for Single-Family Lots Site Plan Application

PURPOSE: This application is for obtaining a construction site plan permit for boat docks, bulkheads, shoreline modifications, and access to shoreline (e.g., stairs/trams/boardwalks/sidewalks, etc.) for single-family lots within the City of Austin jurisdiction (full-purpose and limited-purpose city limits, and extraterritorial jurisdiction ETJ). For submittal requirements and general information, please see Boat Docks/Shoreline Modifications/Shoreline Access for Single-Family Lots Requirements at <http://www.austintexas.gov/page/land-use-applications#site>.

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 (note that Internet Explorer supports the “Save” button), 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 of that section.

All information is required (if applicable).

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NOTE: *If this box is checked, additional space was required to complete this application, and the applicant has completed the Additional Space section at the end.*

Section 1: Project Information

Project Name: _____

Project Street Address (or range):

Zip: _____

Description of Proposed Development:

Provide either Legal Description or Subdivision Reference:

Legal Description:

Subdivision Reference

Name: _____

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

Plat Book: _____ Page Number: _____

Document Number: _____ Case Number: _____

Deed Reference of Deed Conveying Property to the Present Owner

Volume: _____ Document Number: _____

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

Tax Parcel Number(s): _____

Section 2: Applicant/Agent Information

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: _____

Primary Residence Street Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone 1: _____ Type 1:

Phone 2: _____ Type 2: Phone 3: _____ Type 3:

Section 4: Engineer Information

Same as Applicant Engineer 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

Watershed: Watershed Class:

In City of Austin Edwards Aquifer Recharge Zone? Yes No

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

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

Location of residence to which the dock is an accessory:

Section 7: Related Cases

FILE NUMBERS

Zoning Case? Yes No

Restrictive Covenant? Yes No

Subdivision? Yes No

Land Status Report? Yes No

Existing Site Plan? Yes No

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

Is there a Gate Code? Yes No

If Yes, provide contact information for gate code:

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

Please see the last page for items required at Intake process.

Checklist – Items Required at Intake Process

In addition to the **completed application with all appropriate signatures**, the following items are required to begin the site plan permitting process. For details, exhibits, and general information, please see Boat Docks/Shoreline Modifications/Shoreline Access for Single-Family Lots Requirements at

<http://www.austintexas.gov/page/land-use-applications#site>.

___ **1. Completeness Check Fee**

See Site Plan Review Fees at <http://www.austintexas.gov/department/fees>.

___ **2. Current Tax Certificate**

The tax certificate should indicate that there are no taxes owed.

Tax certificates may be obtained from:

- Hays County: Hays County Tax Assessor Office, 102 N. LBJ Dr., San Marcos
- Travis County: Courthouse Annex, 5501 Airport Blvd., Austin
- Williamson County: Williamson County Tax Assessor/Collector Office, 904 S. Main St., Georgetown

___ **3. Plans** – Exhibit I: Site Plan Requirements

24"x36" format only; larger will not be accepted.

Two (2) copies to be used for Completeness Check.

Required plan sheets:

- A. Cover Sheet
- B. Base Information
- C. Erosion and Sedimentation Controls
- D. Plan Layout including shoreline dimensions
- E. Construction Details
- F. Tree Survey with Grading/Tree and Natural Area Protection Plan (or note if no trees)

___ **4. Sealed Engineer's Summary Letter** – Exhibit II: Engineer's Summary Letter

Same engineer as sealed on plans.

___ **5. Environmental Resource Inventory** – Exhibit V: Environmental Resource Inventory (ERI)

Applicable to all shoreline work.

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File Number: _____ Date Issued: _____

Intake Specialist: _____ Date: _____