CITY OF AUSTIN Development SERVICES DEPARTMENT

Building a Better and Safer Austin Together

Residential Pool and/or Uncovered Deck Permit Application

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

Download application before entering information.

Property Information

Project Address:	Tax Parcel ID#:
Legal Description:	Fees from Escrow? Y N Escrow Account Row ID:
Zoning District:	Lot Size (sq ft):
Neighborhood Plan Area (if applicable):	Historic District (if applicable):

Required Reviews

Does this site have or will it have an **auxiliary water source**? Y N (If yes, submit approved auxiliary and potable plumbing plans.)
(Auxiliary water supplies are wells, rainwater harvesting, river water, lake water, reclaimed water, etc.)

Is this site within an **Airport Overlay Zone**? Y N
(If yes, approval through **Aviation is required**.)

Is this property within 200 feet of a **hazardous pipeline**? Y N (If yes, **Fire review** is required.)

Is this site an **historic landmark**, in a local historic district, or National Registered Historic District? Y N
(If yes, **historic review** is required.)

Does this site have a **septic system**? Y N (If yes, **OSSF review is required**.)

Is this site located within an **Erosion Hazard Zone**? Y N (If yes, **EHZ review** is required.)

Is this property located within 100' of the **100-year floodplain**? Y N
(If yes, **Flood Plain** review is required and may require additional review time.)

Are there trees **19" or greater in diameter on/adjacent** to the property? Y N
If yes, how many?_____ (Provide plans with a tree survey, **tree review required**.)

Was there a pre-development consultation for the Tree Review? Y N

Proposed impacts to trees: (Check all that apply)
Root zone Canopy Removal None/Uncertain

Description of Work

Please note: if the **wood deck is attached** to the main structure of your home, it will be considered an addition and not a small project. As a result, **a fee will be assessed** based on the square footage of the deck.

Property Use: (Circle one of the following) Single-Family Residential Duplex Residential Two-Family Residential
Other: _____

Will this pool have an autofill or heating system? Y N (If yes, this will trigger a plumbing permit)

Does this project include an uncovered deck? Y N

If Yes: Is the structure attached to a dwelling? Y N
Is the structure more than 200 sq. ft.? Y N
Is the structure 30 in. above grade at any point? Y N
Does the structure service a door? Y N
Is the structure located within a flood hazard area? Y N

If answers to any of the above questions are yes, then technical review may be required and applicant may be subject to providing structural drawings or third party verification letters authorized by professionals.

Project Description: (Note: Please provide thorough description of project. Attach additional pages as necessary.)

Job Valuation – For Properties in a Floodplain Only	
Total Job Valuation: $ _____ Note: Labor and materials only, rounded to nearest dollar.	
Site Development Information - Utilize the Calculation Aid on the last page of the New Construction and Addition application for assistance calculating impervious coverage.	
Building Area Information	**New/Added Sq. Ft.**
Deck to be permitted (check applicable material) wood concrete other	
Flatwork	
Other impervious cover (Pool Coping, Retaining Walls)	
Pool	
Spa	

Impervious Cover Information

Impervious cover is the total horizontal area of covered spaces, paved areas, walkways, and driveways. The term excludes pools, ponds, fountains, and areas with gravel placed over pervious surfaces that are used only for landscaping or by pedestrians. Uncovered wood decks with drainage spaces between deck boards located over a pervious surface are counted at 50%. (LDC 25-1-23)

Existing Impervious Cover (sq ft): _____ % of lot size: _____

Proposed Impervious Cover (sq ft): _____ % of lot size: _____

Contact Information

Owner		Applicant/Agent	
Mailing Address		Mailing Address	
Phone		Phone	
Email		Email	
General Contractor			
Mailing Address			
Phone			
Email			

Authorization

___ **I agree that this application is good for twelve (12) months after the date it is filed, and will expire if not approved for compliance within that time frame. If the application expires, a new submittal will be required and compliance with current code may be required.**

___ I hereby certify that to the best of my knowledge and ability, the information provided in this application is complete and accurate.

___ I further acknowledge that, should any information contained herein prove incorrect, the building official may suspend or revoke any resulting permit and/or license.

___ I further understand that no portion of any roof structure may overhang in any easement. I acknowledge that customer will bear the expense of any necessary relocation of existing utilities to clear this driveway location and/or the cost to repair any damage to existing utilities caused during construction. Water services, meters, and wastewater cleanouts are not permitted within or beneath driveways or sidewalks. Private plumbing appurtenances will not be located in public right-of-way or public easements. Private plumbing lines will not cross lot lines.

___ Erosion and Sedimentation Controls are required per Section 25-8-181 of the LDC. **Failure to comply with this requirement may result in a Stop Work Order and/or legal action by the City of Austin including criminal charges and fines of up to $2,000.00 per day.**

___ I also understand that if there are any trees greater than 19 inches in diameter located on the property and immediately adjacent to the site, I am required to complete a Tree Ordinance Review Application by contacting (512) 974-1876 or cityarborist@austintexas.gov. This initiates the tree permitting requirement needed to proceed with the development review process.

___ I am the record owner of this property and authorize the agent/applicant listed above to apply for and acquire a permit on my behalf.

___ I have checked for any property-specific information that may affect the review and/or construction of this project, including but not limited to: any subdivision notes, deed restrictions, restrictive covenants, zoning conditional overlays, and/or other requirements specific to proposed development on this property (collectively, the "Property Information"), located at:

_____.

___ I understand that the review of this project by the City of Austin will not include a review of any private restrictive covenants or deed restrictions that may apply to this property.

___ I am responsible for any conflicts between the Property Information and the request submitted to the City of Austin. I further acknowledge that I understand the implications of use and/or development restrictions that are a result of the Property Information. Additionally, I understand that the issuance of a City permit for this project does not affect the enforceability of any private restrictive covenants applicable to the property.

___ I understand that if requested I must provide copies of any and all of the Property Information that may apply to this property.

Owner's signature: _____ Date: _____

Applicant's signature: _____ Date: _____

Additional Information

Application Process

For submittal information, please visit Digital Development.

Submittal requirements:

Completed application

Plot plans and structural drawings*

Austin Energy (AE) Building Service Plan Application (BSPA)
Note: AE will review the BSPA concurrent with Plan Review. Please note per the fee schedule a BSPA review fee will be assessed per each submittal.

If the plot plan does not provide sufficent readability for new contruction dimensions, please provide an enlarged dimensioned detail of the plan.

* If your application includes an uncovered deck that is attached to a dwelling, and/or located in a flood hazard area, and/or more than 200 sq. ft. in area, and/or rises more than 30 in. above grade at any point, and/or services a door then you will be required to submit structural drawings for technical review. The documents required will be: floor plans, elevations, framing plans and details, and foundation plans and details.

Check for expired permits: https://www.austintexas.gov/devreview/a_queryfolder_permits.jsp

For hours and additional information go to our website at:
http://www.austintexas.gov/department/residential-building-review

About the Review Disciplines

Technical Review – Any permit exhibits not sealed and signed by a Texas-registered architect or certified building designer will be subject to a limited technical review. The technical review is not intended to be exhaustive of all possible building code requirements.

Floodplain Review – Any work requiring a permit on property located within 150 feet of an identified flood plain will require additional review. If review is anticipated, include supporting information such as FEMA elevation certificate form 086-0-033 and/or topographic surveys referencing NAVD88. To check your property for proximity to a flood plain visit www.ATXFloodPro.com or the City's Floodplain Development Information website.

Historic Review – There is additional review of exterior changes if property is a City Landmark or located in a Local Historic District, National Register Historic District, H or HD zoned district, or partial demolition of exterior features on property over 40 years old.

Erosion Hazard – There is a review of structural design if a property is located in the Erosion Hazard Zone, as defined by the boundaries located on the City of Austin GIS map. These zones align with locations where water flow and watershed could lead to erosion damage of the surrounding land features (e.g. creeks, stream beds, etc.).

Austin Energy Review – All overhead and underground electrical facilities need to be clearly shown along with transformer pads, pull boxes and pole lines/down guys on the subject property and adjacent property. AE will review based on current Austin Energy Design Criteria for required safety clearance per section 1.10. https://austinenergy.com/ae/contractors/electric-service-design-and-planning. Any construction not listed in this application will NOT be considered part of the review. Any retaining walls may need additional review by Public Involvement Real Estates Services (AE) and AE Construction. Please note if your project has existing transmission facilities and or transmission easements this BSPA and plot plan will be routed to our AE Transmission group for review. Their approval is required prior to a BSPA final approval.

Documentation Explanations and Definitions

What is a third party verification letter?

It is a letter furnished by a registered design professional like an architect or engineer. They are generally used for existing improvements over two years old, often related to expired permits and code violations.

When should I employ an Engineer/Architect?

Any time you are removing a load bearing wall, re-permiting any work already performed and covered up, and/or have fire/flood/termite damage and are replacing structural wood such as floor and ceiling joists or rafters.

We reserve the right to have you employ a Registered Design Professional if it is determined necessarry for permitting.

Plot Plan – Plot Plans must be drawn to a standard scale and are to include but are not limited to the following items: property address and legal description, north arrow, drawing scale, trees within the ROW or trees equal to or greater than 19 inches in diameter located on the property and immediately adjacent to the property, property lines, building lines for both existing and proposed improvements, easements, required zoning setbacks and roof overhangs water meter and wastewater cleanout locations, underground and overhead utility lines and appurtenances, and water and/or wastewater line size and material.

Structural Drawing(s) – Structural Drawings will include the following:

Foundation plan of sufficient detail to show conformance to the provisions of the currently adopted IRC including but not limited to:

1) size, spacing and strength of reinforcing steel
2) foundation requirements for braced wall panels required in braced wall plan

Framing Plan of sufficient detail to show floor sections and details, framing plans and/or framing design information as applicable:

General – lumber size, grade, species and spacing of all wood elements
Wood framed floors – spans and intermediate girders

Elevation plans must be drawn to a standard scale are are to include front, rear, and sides of the structure. Height dimensions are required on all elevations.

Floor Plan of sufficient detail to show perimeter of deck, portion of adjacent dwelling including any windows and doors opening onto deck, stairs, handrails and guards.