

# BASTROP COUNTY DEVELOPMENT SERVICES APPLICATION

211 Jackson Street, Bastrop, Texas 78602 • 512 / 581-7176 • 512 / 581-7178 (fax) • Website: www.co.bastrop.tx.us

OFFICIAL USE ONLY

Project- \_\_\_\_\_

PRINT CLEARLY AND COMPLETE ALL QUESTIONS. ENTER "N/A" IF ITEM DOES NOT APPLY. DO NOT LEAVE ANY ITEM BLANK.

## APPLICATION TYPE –Select all that apply.

☐ Development/Construction ☐ Driveway ☐ 911 Address ☐ Temporary Address

## REQUIRED DOCUMENTS –Application must include items shown below. An incomplete/illegible application will delay the process and may be returned.

- ☐ Proof of Ownership  
☐ Copy of Survey or Plat  
☐ Site Plan  
☐ Other Required Documents

## PROPERTY OWNER INFORMATION –Enter property owner information only; do not enter builder or agent information.

Name(s) Shown on Deed: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Apt/Unit/Ste #: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

## PROPERTY DESCRIPTION –Refer to Bastrop Central Appraisal District online property records at www.bastropcad.org or call 512-303-1930.

Property ID Number(s): R \_\_\_\_\_ Number of Acres: \_\_\_\_\_

Legal Description(s): \_\_\_\_\_

Does this property comply with local subdivision plat requirements or meet an exception to the plat requirements? ☐ Yes ☐ No

## ENDANGERED SPECIES ACT –Refer to the Bastrop County Lost Pines Habitat Conservation Plan Area [map](#).

Is the property located in the Lost Pines Habitat Conservation Plan (LPHCP) area (e.g.: Houston toad habitat)? ☐ Yes ☐ No

If yes, do you agree to participate in the LPHCP for incidental take authorization of the endangered Houston toad? ☐ Yes ☐ No

## FLOODPLAIN/FLOODWAY –Refer to the FEMA flood [map](#)

Is any part of the property within the Federal Emergency Management Agency (FEMA) 100-year floodplain? ☐ Yes ☐ No

DRIVEWAY- ☐ Gravel ☐ Road Base ☐ Asphalt ☐ Concrete ☐ Other \_\_\_\_\_

WATER SOURCE: ☐ Private Water Well ☐ Public Water System: Name: \_\_\_\_\_

## DEVELOPMENT INFORMATION –Provide the following information for each existing and proposed structure. Use additional sheets if necessary.

List each existing building and indicate if it will be demolished/removed, and date: \_\_\_\_\_

Enter the number of new/proposed structures: \_\_\_\_\_ Provide the following information for each new/proposed structure:  
Classification: ☐ Single Family Residential ☐ Non-Single-Family Residential ☐ Main ☐ Guest/Secondary ☐ Duplex ☐ Accessory Building  
☐ Multi-Family ☐ Single-Unit Commercial ☐ Multi-Unit Commercial  
Commercial: ☐ Building Sq ft: \_\_\_\_\_ Impervious: \_\_\_\_\_ Pervious: \_\_\_\_\_  
Construction: ☐ Site-Built ☐ Mobile/Pre-manufactured ☐ RV/Travel Trailer ☐ Other: \_\_\_\_\_  
Foundation: ☐ Slab ☐ Pier and Beam ☐ Road Base ☐ Other: \_\_\_\_\_  
Dimensions: Occupied Square Footage (heat/cool): \_\_\_\_\_ Total Square Footage: \_\_\_\_\_  
Bathrooms: \_\_\_\_\_ Bedrooms: \_\_\_\_\_ Number of Floors/Subfloors: \_\_\_\_\_ Kitchens: \_\_\_\_\_  
Contractor: \_\_\_\_\_  
Daytime Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

## ACKNOWLEDGEMENT –Read and acknowledge

I certify that all information, statements, and documents provided are true and correct to the best of my knowledge. I understand that permit(s) may be revoked by Bastrop County, its duly appointed agents, representatives, and staff ("the County") at their discretion. Should development/plans be altered, I agree to submit a revised application, pay any additional fees, and immediately cease development until further notice by the County. I acknowledge that the submittal of this application and any subsequent permit(s)/correspondence(s) does not create liability on the part of the County; in addition, I agree to hold the County harmless against any actions for resulting personal injury or property damage. I hereby grant the County access to the identified property for site, development, and compliance inspections.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ ☐ Owner ☐ Owner's Agent (Owner's written approval required.)

## APPLICATION REQUIREMENTS

Application submittal includes all items shown below. An incomplete/illegible application will delay process and may be returned.

### 9-1-1 ADDRESS, DRIVEWAY & DEVELOPMENT

- |  |  |
|--|--|
| <input type="checkbox"/> Fee                   | <input type="checkbox"/> Site Plan               |
| <input type="checkbox"/> Completed Application | <input type="checkbox"/> Release of Easement*    |
| <input type="checkbox"/> Proof of Ownership    | <input type="checkbox"/> Other Permit(s)*        |
| <input type="checkbox"/> Survey or Plat        | <input type="checkbox"/> Additional Information* |

\* As Requested

\*\* Aerobic System Only

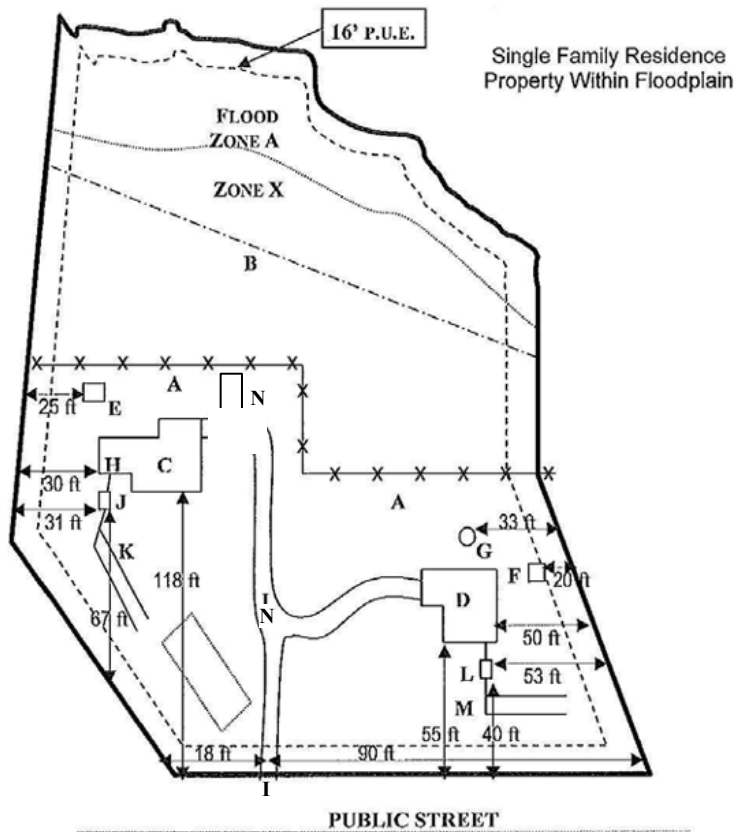
### ON-SITE SEWAGE FACILITY (OSSF)

- |   |  |
|---|--|
| <input type="checkbox"/> Fee                        | <input type="checkbox"/> Release of Easement*    |
| <input type="checkbox"/> Completed Application      | <input type="checkbox"/> Soil Evaluation Report  |
| <input type="checkbox"/> Proof of Ownership         | <input type="checkbox"/> Maintenance Contract**  |
| <input type="checkbox"/> Survey or Plat             | <input type="checkbox"/> Applicable Affidavit(s) |
| <input type="checkbox"/> Septic Plan/Specifications | <input type="checkbox"/> Floor Plan              |
|   | <input type="checkbox"/> Additional Information* |

### LOST PINES HABITAT CONSERVATION (LPHCP)

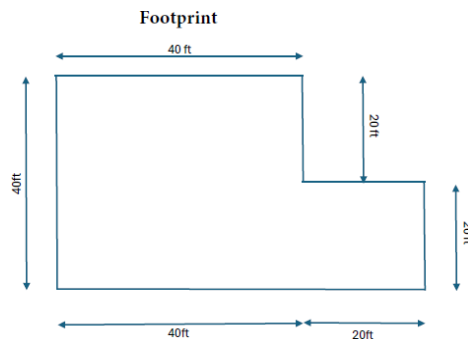
[Contact the LPHCP Administrator for participation information.](#)

## SAMPLE SITE PLAN/ Footprint



Note: Property gently slopes (<2%) from the SW corner to the NE corner

- A. Existing fence line (does not encroach on drainage easement)
- B. Drainage easement (undeveloped and maintained)
- C. Proposed 4-bedroom, 2800 sq. ft. site-built house
- D. Existing 3-bedroom, 2300 sq. ft. site-built house
- E. Proposed outbuilding
- F. Existing outbuilding
- G. Proposed above-ground pool
- H. Patio
- I. Driveway
- J. Proposed septic tank
- K. Proposed drain field
- L. Existing septic tank
- M. Existing drain field



**Driveway-** (Length and Width)

**PROOF OF OWNERSHIP:** A copy of the deed is required.

**COPY OF SURVEY OR PLAT:** A copy of the plat is acceptable for recorded subdivisions. Otherwise, a survey map is required.

**COPY OF OTHER REQUIRED PERMITS:** (example: TxDOT driveway permit, etc.)

**RELEASE OF EASEMENT:** A Release is required when construction extends onto or across an easement. (Document will need to be filed and recorded at the [Bastrop County Clerk's Office](#))

**FEES:** As indicated on the Application Fees.