

# 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

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

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

## APPLICATION TYPE *-Select all that apply.*

Development/Construction           Driveway           911Address

## 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 on-line 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 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

DRIVEWAY EXTENSION- (Length: \_\_\_\_\_ and Width \_\_\_\_\_)  
 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       Main       Guest/Secondary       Duplex       Accessory Building  
  select one  
  select one  
 Non Single-Family Residential       Multi-Family       Single-Unit Commercial       Multi-Unit Commercial  
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

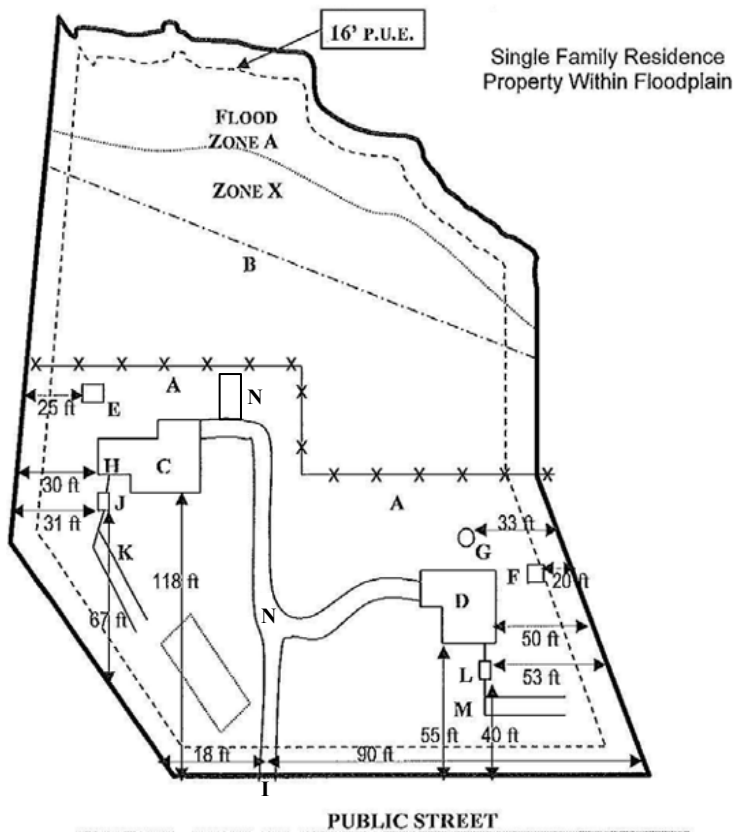
### ON-SITE SEWAGE FACILITY (OSSF)

- |   |  |
|---|--|
| <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



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

- A. Existing fence line (does not encroach 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
- N. Driveway extension\*\*

**\*\*Driveway/ Driveway Extension-** (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:** 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.

# Development Services Application Fees

*A check or money order payable to Bastrop County for the appropriate fee(s) must accompany the completed application.  
Fees are non-refundable.*

<b>Development Permits</b>	
911 Address	\$0.00
Driveway	\$50.00
Driveway constructed without a permit	\$75.00
Single-Family	\$225.00
Single Family (in Flood Plain)	\$300.00
Accessory/Incidental (in Flood Plain)	Add \$50 to Tiered Fees
Accessory/Incidental	Tiered
up to 200 SF	\$50.00
200SF - 1,000 SF	\$100.00
>1,000 SF	\$500.00
Recreational Vehicle	\$225.00
Recreational Vehicle (in Flood Plain)	\$300.00
Condominium Regime (without Floodplain)	\$500+\$450/Unit
Condominium regime (with Floodplain)	\$800+\$450/Unit
Manufactured Home Rental Community (without Floodplain)	\$500+\$450/MH Slip
Manufactured Home Rental Community (with Floodplain)	\$800+\$450/MH Slip
RV Park (without Floodplain)	\$500+\$450/RV Slip
RV Park (with Floodplain)	\$800+\$450/RV Slip
Non-Single Family (Commercial) Cost of Const.	
< \$250,000, < 500 SQ. FT., < 10% impervious Cover	\$1,000.00
\$0 to \$250,000	\$2,500.00
\$250,001 to \$1,000,000	\$5,000.00
\$1,000,001 to \$2,000,000	\$15,000.00
\$2,000,001 to \$3,000,000	\$20,000.00
> \$3,000,001	\$25,000.00
Utility Permit/Work within the Right-Of-Way (overhead)	\$100.00
Utility Permit/Work within the Right-Of-Way (road cut)	\$500.00
Stock Pond (Cut/Fill)	\$250.00
<b>OSSF</b>	
Standard Residential	\$600.00
Standard Commercial	\$1,000.00
Non-Standard, designed by PE or Designer	
Residential	\$700.00
Aerobic Residential	\$700.00
Commercial	\$1,200.00
Aerobic Commercial	\$1,200.00
OSSF Design Resubmission	\$250/Resubmission
System modification	
Residential	\$300.00
Commercial	\$500.00
Re-inspection	\$200/inspection
Maintenance contract late fee	\$100.00
OSSF renewal fee Residential	\$20.00
OSSF renewal fee Commercial	\$20.00