



Type II Residential Permit Application
(Structure expansion, decks 30 in. or higher, pools, garage, tool sheds, etc.)

Work begun without permit(s) shall be double the normal permit fee amount.
(see Woodcreek Master Rate and Fee Schedule).

Instructions:

To apply for Residential Structure Addition Permit (ex. deck cover), complete Sections 1 & 2.

To apply for a Residential Accessory Building Permit (ex. garage), complete Sections 1 & 3.

Applications cannot be considered without all the required information.

SECTION 1

Name of Owner: _____ Telephone # _____

Email address (if available) _____

Site Address: _____

Legal Description: Section: _____ Lot: _____ Zoning District: _____

Mailing address of property owner: _____

Name of Builder: _____ Telephone # _____

Email of Builder: _____

SECTION 2 – Residential Structure Addition

- _____ Deck 30 in. or higher
- _____ Patio/Deck Cover
- _____ Swimming Pool
- _____ Other: _____

Required Information:

- _____ Site plan with setbacks
- _____ Impervious Cover Calculation (maximum 30%)
- _____ Specifications (materials)
- _____ Elevations (drawing of structure)

_____ Application fee (\$75.00) *

SECTION 3 – Residential Accessory Building –

- _____ Garage
- _____ Greenhouse/cabana
- _____ Expansion of living space
- _____ Workshop/tool shed
- _____ Other _____

Required Information:

- _____ Site plan with setbacks
- _____ Impervious Cover Calculation (maximum 30%)
- _____ Specifications (materials)*
- _____ Elevations (drawing of structure)
- _____ RESCheck (if required)

_____ Checked for proximity to floodplain/FEMA
Flood Zone: _____ / Base Flood Elevations _____

_____ Application fee (\$150.00) *



- **Application fee does not include any required third-party plan review and/or inspection fees. Review/inspection process may take up to 30 working days. Permit will not be issued until all fees are paid. Any changes in these plans after approval must be resubmitted for approval.**
- **Applicant will schedule inspection by email at Inspections@woodcreektx.gov _____ (Initials)**

The purpose of the building permit is to ensure compliance with the City’s Zoning, Building, Water Quality and Flood Control provisions of its Code of Ordinances. If you have any questions concerning these ordinances, please contact the City of Woodcreek at (512) 847 – 9390.

Property owners agree to notify Texas 811 at least 48 hours (2 working days) before beginning any excavation work.

_____ (Initials)
 All construction, landscaping, and construction-related activities are limited to Monday through Saturday from 7:00 a.m. to 6:00 p.m. Construction work on Sundays and City holidays is not allowed without prior approval from the City. Upon written application, submitted at least seventy-two (72) hours prior to the start of the proposed exempted construction, landscaping or construction-related activities, the City Administrator may issue a temporary waiver of these regulations for a period of up to seventy-two (72) hours to allow for time sensitive construction, landscaping, or construction-related activities. (§ 151.10)

_____ (Initials)
 The City’s Water Quality Protection Ordinance provides a maximum limitation of 30% impervious cover (§ 50.37).

_____ (Initials)
 All construction shall begin within 30 days of the permit. Residential Structure Additions must be completed within 2 months of the issuance of the permit. (§151.10 (E)) Residential Accessory Building construction must be completed within 3 months of the issuance of the permit. (§ 151.10 (D))

_____ (Initials)
Deed Restrictions/Restrictive Covenants Acknowledgment: By the signature of the applicant below, the applicant acknowledges that the City of Woodcreek is not responsible for the enforcement, investigation, or analysis of existing deed restrictions or restrictive covenants that may impose more restrictive land use regulations upon the property. Questions about existing deed restrictions should be directed to the Hays County Clerk’s Office – Records Division.

 Signature of Property Owner

FOR CITY USE ONLY:	
Date application, required information and fee received:	_____
Approved or Denied (circle one) by _____	Date _____
Date Inspection fees paid:	_____
Date permit issued to property owner:	Permit # _____
Date applicant notified of denial: _____	Reason for denial: _____
Date of final project review:	Result: _____