



SMALL PROJECT APPLICATION

Date Application Received: _____ Received By: _____
Amount Due: \$ _____ Amount Recd \$ _____ Date: _____
Permit No: _____ Admin Complete Date: _____

APPLICATION TYPE

This permit application is only for small projects that can be quickly approved. For projects involving remodels, additions, new construction, drainage, swimming pools, sport courts, additional impervious cover, etc. the Residential or Commercial Building Permit Application must be completed.

Please check the applicable boxes for your application submittal:

Residential or **Commercial**

Roof Driveway HVAC Plumbing Electrical Water Heater

Window Replacement Irrigation Solar Panels Other: _____

PROJECT INFORMATION

Project Name: _____

Property Address: _____

Block: _____ Lot: _____ Tax Parcel ID: _____

Zoning Classification: _____ Total Lot Area: _____ acres

City Limits: Yes No

Brief description of proposed project:

Please complete the following section if any site/flat work is proposed:

Additional Impervious Cover: _____ sf Total Impervious Cover: _____ %

Edwards Aquifer: Recharge Zone Contributing Zone Transition Zone

FEMA Floodplain: Yes No



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APPLICANT INFORMATION*

The agent is the official contact person for this project and the single point of contact. All correspondence and communication will be conducted with the agent. If no agent is listed, the owner will be considered the agent.

Billing Contact (please check one): Owner Agent General Contractor

Property Owner: _____ Phone: _____

Email: _____

Address: _____ City: _____ State: _____ Zip: _____

Agent: _____ Phone: _____

Email: _____

Address: _____ City: _____ State: _____ Zip: _____

Engineer/Surveyor/Architect: _____ Phone: _____

Email: _____

Address: _____ City: _____ State: _____ Zip: _____

Contractor: _____ Phone: _____

Email: _____

Address: _____ City: _____ State: _____ Zip: _____

*For projects valued at \$25,000 or greater, General Contractor registration is required and subject to City of West Lake Hills Code, Section 22.03.130. A separate Contractor Registration Form must be completed unless the contractor already has one on file.

AUTHORIZATION & ACKNOWLEDGEMENT

The above information is true to the best of my knowledge. I attest that the real property described is owned by me and all others as signed below. If the below signed applicant of said property, the signature of the property owner must be included below or consent must be attached.

Signature

Date

Printed Name