

Small Business Week

VIRTUAL SESSION



Webinar Etiquette

- **Mute:**
 - All guests will be muted
 - To ask your question verbally during the Q&A, please raise your hand and we will unmute you
- **Questions (Q&A & Raise Hand Buttons):**
 - Submit questions through the Q&A button on the bottom of the screen throughout the presentation or at the end
 - You have an option to submit anonymously
 - We will address all questions during and after the presentation
- **Use Chat Button** to communicate with us privately
- **Presentation Slides** will be provided after the presentation
- **Follow-up Survey** will be provided after the presentation





Development CITY OF AUSTIN
SERVICES DEPARTMENT

Building a Better and Safer Austin Together

What to Know Before You Buy or Lease

May 1, 2024

Presented by:



Development CITY OF AUSTIN
SERVICES DEPARTMENT

Development
Process Team

Supporting homeowners and small businesses through the development process

Angela Baker

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Natalia Rodriguez, CNU-A

Topics

- **What Can Be Built**



Jurisdiction



Zoning



Land Use & Site Development Regulations



Combining Districts & Overlays



Building Use

- Tips Before Buying or Leasing a Property
- Existing Structures vs Undeveloped Land
- Interactive Development Tools
- Helpful Links & Resources
- Development Process Team Services

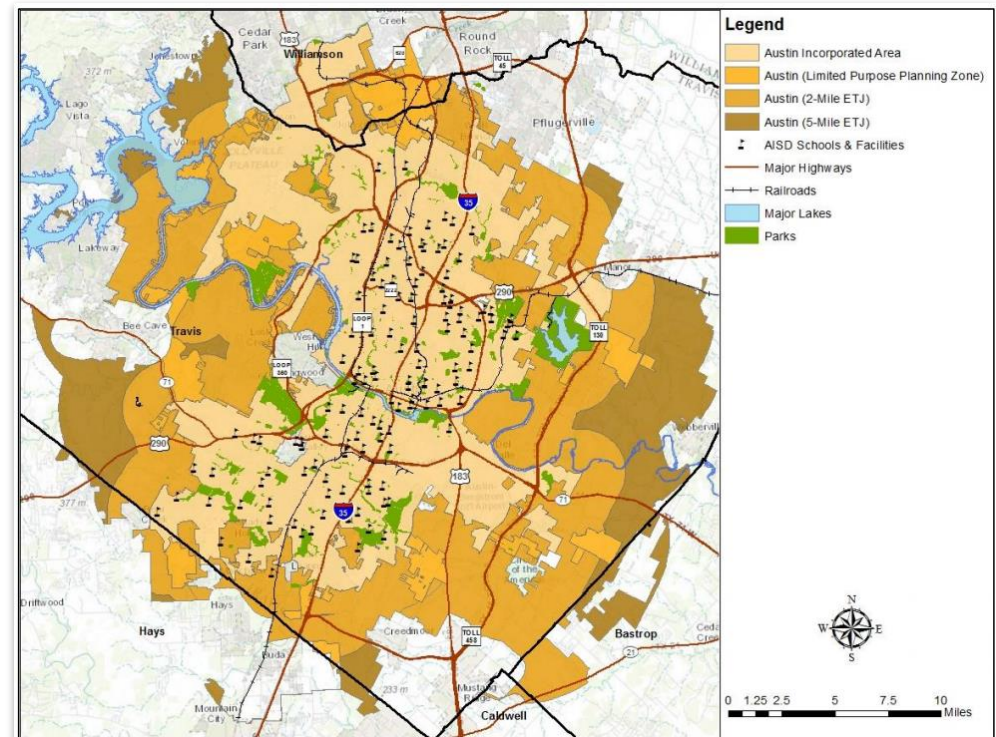


What Can Be Built

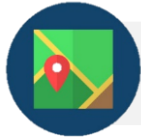


Jurisdiction

- Full Purpose or Limited Purpose Jurisdiction:
 - Full City of Austin requirements and regulations
- 2-Mile or 5-Mile Extra-Territorial Jurisdiction (ETJ):
 - Some City requirements & regulations
 - County requirements & regulations

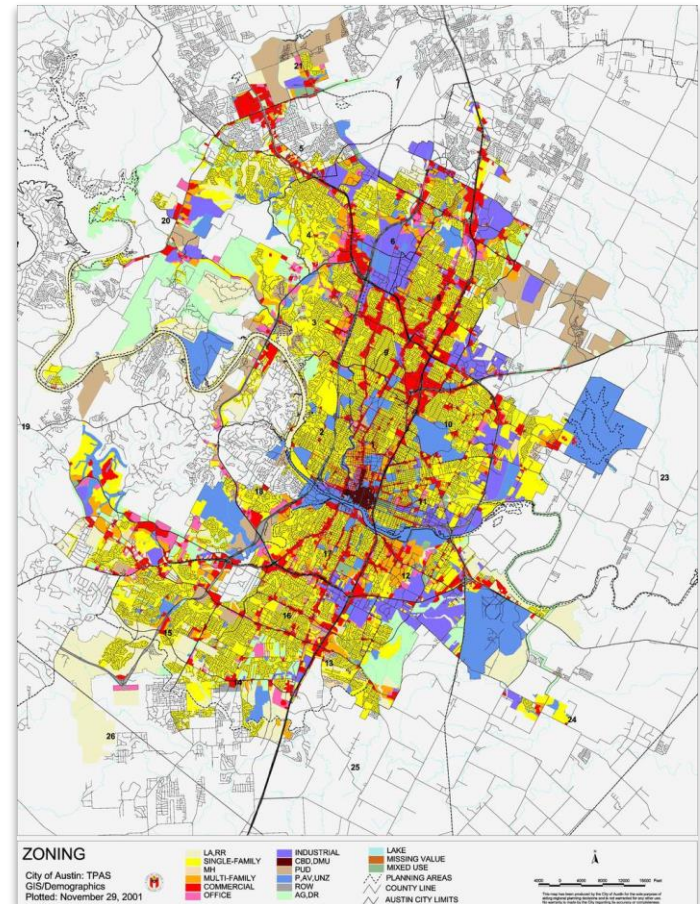


What Can Be Built



Zoning

- Zoning establishes permitted land use and development standards for a property
- City of Austin zoning applies to:
 - Full Purpose Jurisdiction properties
 - Limited Purpose Jurisdiction properties
- City of Austin's 2-Mile or 5-Mile Extra Territorial Jurisdiction (ETJ) properties:
 - Do not have zoning requirements
 - Plat requirements & regulations



What Can Be Built



Land Use & Site Development Regulations

- Base Zoning district dictates allowed Land Uses:

- Permitted Uses
- Conditional Use Permit
- Not Permitted

- Sample zoning string:

– **CS-MU-CO-NP**

- Site Development Regulations:

- Impervious Cover
- Building Cover
- Floor to Area Ratio (FAR)
- Setbacks
- Height

ZONING USE SUMMARY TABLE (LAND DEVELOPMENT CODE)																															
P = Permitted Use C = Conditional Use Permit -- = Not Permitted																															
COMMERCIAL USES continued	LA	RR	C	SF-1	SF-2	SF-3	SF-4A	SF-4B	SF-5	SF-6	MF-1	MF-2	MF-3	MF-4	MF-5	MF-6	MH	LO	NO	GO	CR	LR	GR	L	CBD	DMU	WLO	CS	CS-1		
Kennels																															
Laundry Services																															
Liquor Sales																															
Marina																															
Medical Offices -- exceeding 5000 sq. ft. gross floor area																															
Medical Offices -- not exceeding 5000 sq. ft. gross floor area																															
Monument Retail Sales																															
MINIMUM LOT SIZE (square feet)	5,750	5,750	5,750	20,000	5,750	5,750	5,750	5,750																							
MINIMUM CORNER LOT AREA (square feet):																															
MINIMUM LOT WIDTH:	50	50	50	100	50	50	50	50																							
MINIMUM CORNER LOT WIDTH:																															
MAXIMUM DWELLING UNITS PER LOT:																															
MAXIMUM HEIGHT:	35 or 24 or 36 stories	24 or 36 stories	36 stories	40 stories	40 or 36 stories	200	10	120	25 or 1 story	60	60	12	60	60	120	60															
MINIMUM SETBACKS:																															
FRONT YARD:	25	25	15	50	25	10	10																								
SIDESET:	15	15	15	50	15	10	10																								

What Can Be Built



Combining Districts & Overlays

- May alter permitted site development characteristics and uses for the property
- Sample zoning string:
 - **CS-MU-CO-NP**
- Examples include:
 - Conditional Overlay (CO)
 - Mixed Use (MU)
 - Historic Area (HD)
 - Neighborhood Plan (NP)
 - Vertical Mixed Use (VMU)
 - Capitol View Corridor (CVC)




What Can Be Built



Building Use

- Existing Building Use
- Certificate of Occupancy (CO)
 - Proves structure is habitable and ready to be occupied
 - Property complies with legal use and property type
 - Structure complies with all housing and building code requirements

 **City of Austin**
CERTIFICATE OF OCCUPANCY
BUILDING PERMIT NO 2020-105120 BP
ISSUE DATE : 04/15/2021

BUILDING ADDRESS: 15012 SPRING HILL LN
LEGAL DESCRIPTION: LOT 22 BLK B BALLANTYNE SEC 1 (AMENITY)
PROPOSED OCCUPANCY:
C- 328 Commercial Other Nonresident Bldg New - Construction of amenity center including restrooms and a pool.
BUILDING GROUP/DIVISION: A-3 Assembly, worship, recreation, etc

NEW BUILDING SQUARE FOOTAGE:
RE MODEL BUILDING SQUARE FOOTAGE:
SPRINKLER SYSTEM: NA
CODE YEAR: 2015 CODE TYPE: IBC
FIXED OCCUPANCY: 0 NON FIXED OCCUPANCY: 180
TYPE OF CONSTRUCTION: 5B/2B
CONTRACTOR: Vomdran Ron Blackburn Communities


***** CERTIFICATE OF OCCUPANCY *****

THIS IS TO CERTIFY THAT THE BUILDING OR STRUCTURE AT THE ADDRESS LISTED ABOVE HAS BEEN INSPECTED FOR COMPLIANCE WITH THE REQUIREMENTS OF THE AUSTIN CITY CODE FOR THE GROUP AND DIVISION OF OCCUPANCY LISTED ABOVE.

NEITHER THE ISSUANCE OF THIS CERTIFICATE NOR THE INSPECTIONS MADE SHALL LESSEN THE RESPONSIBILITY OR LIABILITY OF ANY PERSON, FIRM OR CORPORATION OWNING, OPERATING, CONTROLLING OR INSTALLING ANY APPLIANCE OR MATERIAL UPON THE PREMISE, OR DOING ANY WORK WHATSOEVER ON SUCH PREMISE.

THE CITY OF AUSTIN DOES NOT ASSUME ANY RESPONSIBILITY OR LIABILITY BY REASON OF THE INSPECTION OR REINSPECTION OF THE PREMISE, OR THE ISSUANCE OF THIS 'CERTIFICATE OF OCCUPANCY', OR BY ANY REASON OF ANY APPROVAL OR DISAPPROVAL.

BUILDING CODE REVIEWER: Sutton Giese

 **CITY OF AUSTIN**
CERTIFIED
FOUNDED 1839

For Beth Culver, Building Official



Tips Before Buying or Leasing a Property

- Assume that permits are required
- Current property owner is responsible for permitting all improvements even unpermitted work from previous owners
- Request the current Certificate of Occupancy
 - Occupied structure needs an up to date Certificate of Occupancy
 - A Change of Use may be required
- Understand permitting requirements to operate and occupy the property and structures
- Look for common red flags
- Research the property's existing conditions



Tips Before Buying or Leasing a Property



Common Red Flags

- Lack of Certificate of Occupancy for current land and building use
- Expired Permits
- Active Code Violations
- No permits found for the existing building use or updated work
- Property is notably less expensive than surrounding area



Tips Before Buying or Leasing a Property



Researching Existing Conditions

- Current zoning and permitted land uses
- Legal lot or tract status
- Current building use and Certificate of Occupancy
- Development regulation issues
- Existing and required parking for the entire site
- Expired permits
- Active code violations
- Unpermitted work

**Contact the Development Services Department to
discuss and receive support**



Existing Structure VS Undeveloped Land



Existing Structure

(Interior Remodel / Change of Use)

- Costs are typically lower
- Less flexibility on desired layout & proposed improvements
- Overall process can be shorter
- Higher potential of red flags



Undeveloped Land

(New Construction / Addition)

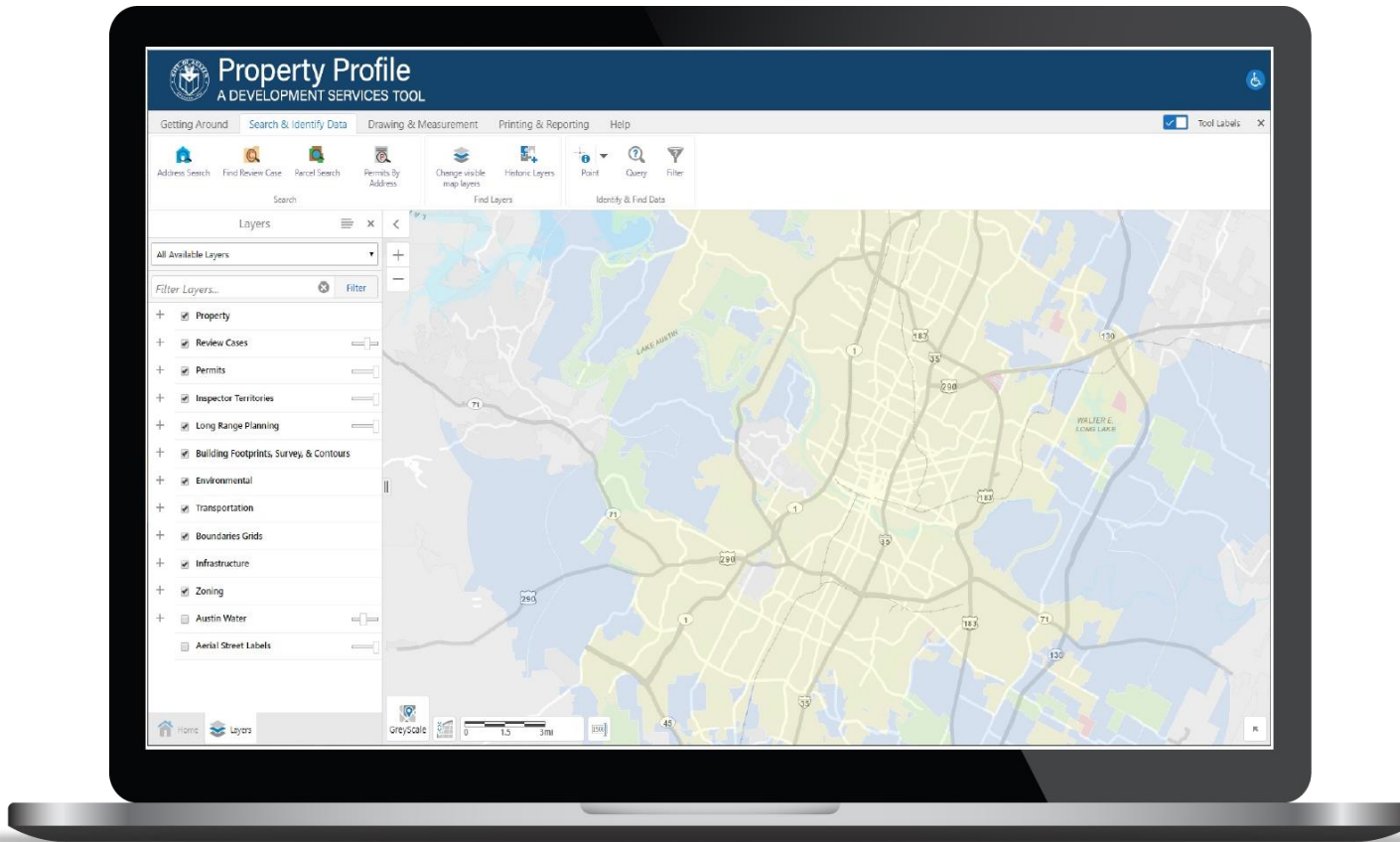
- Costs are typically higher
- More flexibility on desired layout & proposed improvements
- Overall process can be lengthy

An aerial, slightly faded view of a cityscape. In the foreground, a wide river flows from the bottom left towards the center. A bridge crosses the river on the left side. The middle ground is filled with various buildings, including several tall skyscrapers. The background shows more city buildings and distant hills under a cloudy sky.

Questions?

Please submit questions using the Q&A button or raise your hand and we will unmute you to ask your question

Interactive Tool: Property Profile



<https://maps.austintexas.gov/GIS/PropertyProfile/>



Interactive Tool: Austin Build + Connect (AB+C)

The screenshot displays the Austin Texas.gov website interface for the Austin Build + Connect tool. The main navigation bar includes links for Pay Online, Services, Calendar, Media Center, and Departments. The breadcrumb trail indicates the user is in the Department of Planning, Interactive Development Review, Permitting and Inspection. The search interface is divided into several sections:

- SEARCH BY PERMIT NUMBER:** Includes a text input for Permit Number and a Submit button.
- SEARCH BY FOLDERRSN / ROWID:** Includes a text input for FolderRSN / RowID and a Submit button.
- SEARCH BY PROPERTY / PROJECT NAME / TYPES / DATE RANGE:** This is the primary search form, featuring:
 - Number, Prefix, Street (?), Street Type, and Dir dropdown menus.
 - Unit Type, Unit #, and Zip input fields.
 - Project Name, Permit/Case Type, Sub Type, and Work Type dropdown menus.
 - Start Date and End Date input fields, both currently set to 2016-09-07.
 - A red callout box with the text "BACK DATE TO 1900" and a green arrow pointing to the Start Date field.
 - A Submit button at the bottom, with a green arrow pointing to it.

A note at the bottom of the search form states: "Note: Dates should be in form '2012-11-27' (year-month-day) format. By default, the database search is limited to the past 265 days. Due to the size of the database, the date range should be no longer than one year unless at least one additional search criterion is set: Street, Zip Code, Project Name, or Permit/Case Type. The date range does not apply to searches by Permit Number or Case Number."

<https://abc.austintexas.gov/web/permit/public-search-other?reset=true>



Helpful Links & Resources

Frequently Used Folder Codes and Descriptions for Austin Build + Connect

ZC	Zoning Case	BP	Building Permit
DA	Development Assistance Center - Site Plan Exemption or Land Status Determination	DS	Driveway & Sidewalk Permit
C	Subdivision Joint County (Travis County)	EP	Electrical Permit
C8	Subdivison	MP	Mechanical Permit
SC	Site Plan Correction	PP	Plumbing Permit
SP	Site Plan	TP	Tree Permit
PR	Plan Review	CV	Code Violation
TR	Tree Review	EV	Environmental Inspections
BA	Board of Adjustments (Variance Request)	ECV	Environmental Code Violation
SO	Sound Ordinance	TUP	Temporary Use Permit
SB	Sign and Banner	SSI	Site & Subdivision Inspection



Helpful Links & Resources

Zoning Districts & Combining Zoning Districts	List of base zoning districts and combining zoning districts with descriptions
Subchapter A: Zoning Uses and Zoning Districts	Land Development Code Subchapter A – Zoning Uses, Districts, Map and District Designations with descriptions
Zoning Use Summary Table	Land Development Code Section § 25-2-491 – Identifies Permitted, Conditional Use Permit and Not Permitted for base zoning districts
Site Development Regulations	Land Development Code Section § 25-2-492 – Site Development Regulations for base zoning districts
Work Exempt from Permits	Provides full list of all projects that are exempt from permit requirements
Interactive Tool: Property Profile	Interactive tool to determine zoning, among many other useful functions
Interactive Tool: Austin Build + Connect (AB+C) Public Search	Tool to determine permit history, land status determination and site plan approvals, among other features
Austin Build + Connect (AB+C) Portal	Submit some applications to Development Services Department through this portal with an account
City of Austin GIS and Maps	All interactive web maps that are provided by the City of Austin
Address Search Tips for Interactive Tools, GIS and Maps	Search tips when using interactive tools and GIS Maps
Directory of Services	List of development-related services and resources provided by the City of Austin for development





Development CITY OF AUSTIN
SERVICES DEPARTMENT

Building a Better and Safer Austin Together

Development Process Team

Supporting homeowners and small businesses through the development process

Development Process Team Services

- Provide optional support for small business owners & residential homeowners navigating:
 - Review Process
 - Permitting Process
 - Inspections Process
- Offer a single point of contact for the duration of the project
- Provide information about the development process
- Connect the owner with the right resources every step of the way



Development Process Team

Customer Base

- Our Team supports Homeowners & Small Business Owners who are:
 - Unfamiliar with the development process
 - Going through the development process themselves
 - Have submitted a limited number of applications



Development Process Team

Contact Info

- [Virtual or In-person appointments](#)
- Email: DevelopmentProcessTeam@austintexas.gov
- Phone: (512) 974-1040
- Website: austintexas.gov/DevelopmentProcessTeam



Questions?

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- **Follow-up questions or guidance requests** – please email DevelopmentProcessTeam@austintexas.gov
- **Presentation Slides** will be provided after the presentation via email
- **Follow-up Survey** will be provided after the presentation



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