

BULLETIN

Permitting Tips

(05/09)

This bulletin is to make you aware of issues that have been identified by the City or other retailers and suggest Tenant's architect and engineer pursue further as it relates to Tenant's contract documents.

- Original submittal takes approx. 14 days
- Resubmittals will take approx. 7 day per resubmittal, until permit is achieved.
- Permit expeditor is recommended.

If the retail space is less than 5000 sq. ft, with minor cosmetic changes, and no food related service or sales, then the permit, with a limited review, can probably be acquired in 2 days, unless there are problems with the plans when they are reviewed by the city.

Expired Permits: Effective June 1, 2008, any commercial permits that are allowed to expire will cost each discipline a fee. Language was added in the Code and processes will be enforced by the city that will not allow a contractor with an expired permit to obtain any other permit until these fees are paid. **In addition, all permits must be closed out after each project. If not, the city will not issue any new permits to subsequent filers.**

Local expeditors in this area:

Mercury Permits

(www.mercurypermits.com)
Denise Reed (512-848-0944)

Austin Permit Services Inc.

(512) 474-4555
Att: Melissa Hawthorne
www.austinpermit.com

DCI Permitting & Land Consulting, Inc.

Attn: David Cancialosi
(512) 799-2401
david@DCIaustin.com

Inspections:

Tenant plans must be kept current with construction. Plans must be approved by City of Austin or this will cause issues with the inspectors, and tenant will experience failed inspections.

Local amendments to code can be found at:

<http://www.ci.austin.tx.us/development/bpinfo1.htm>

Link to City of Austin amendments to the 2006 Energy Code:

<http://www.ci.austin.tx.us/development/206energycode.pdf>

Barton Creek Square
Austin, TX