



RESIDENTIAL ACCESSORY STRUCTURE APPLICATION

(PLEASE PRINT CLEARLY)

Permit #: _____

Project Information

Street Address: _____
Subdivision Name: _____ Section: _____ Lot: _____ Block: _____
Sq. Foot: _____ Dimension: _____ Project Value: _____
Brief Summary of Work: _____

Property Owner Information

Property Owner: _____ Phone: _____
Address: _____ City: _____ State: _____ Zip: _____

Contractor Information

Contractors must be registered with the City of Leander

Contractor: _____
Address: _____ City: _____ State: _____ Zip: _____
Contact Person: _____ Phone: _____ Fax: _____

If applicable, please provide the following:

Electrical Contractor: _____
Plumbing Contractor: _____
Mechanical Contractor: _____

- **Permits cannot be issued without Contractors names.**
- **Double fees will be issued for Work Started prior to issuance of permits.**
- **You must attach a plot plan.**
- **If any portion of the lot lies in the flood plan you must submit a flood zone application and an elevation certificate.**
- **All reinspection fees must be paid before the building final will be approved.**
- **Structure shall not be occupied until all final inspections have been approved and a C.O. issued.**
- **The Building Inspection Department is not responsible to ensure that your structure is in compliance with all legal requirements and regulations that apply to your property. It is your responsibility to ensure that your property complies with all applicable legal requirements and regulations.**

Permits Division, P.O. Box 319, Leander, Texas 78646-0319
Ph. (512) 528-2752, fax (512) 259-0660, <http://www.leandertx.gov>

Signature _____

Date _____

Office Use Only

Approved Rejected By: _____ Date: _____

Resubmitted and Reviewed

Approved Rejected By: _____ Date: _____

Comments:

Fees:

Frame: sq. ft. X \$0.15= or \$40.00 Minimum

Electrical: _____ \$40.00

Plumbing: _____ \$40.00

Plan Review: _____ \$20.00

Total fees: _____

Accessory Structure Construction Guidelines

What is Classified as an Accessory Structure?

Storage Shed/Workshop	Airplane Hanger
Pavilion	Storm Shelter
Detached Carport	Barn
Gazebo	Greenhouse

Submit the Required Information:

(Drawings **DO NOT** need to be to scale but measurements must be accurate)

1. A completed application to include total square footage of entire project.
2. A site plan indicating new structure in relation to house and property lines.
3. Foundation Plan or anchorage Details.
4. Floor, Wall and Roof construction details including elevations.
5. Electrical details if applicable
6. Plumbing details if applicable

Inspections Required:

INSPECTION REQUEST LINE (512) 528-2748

Accessory Structure Layout
Accessory Structure Foundation (prior to pour)
Electric & Plumbing Inspections if applicable
Framing
Accessory Structure Final