



City of Bastrop, Texas

Irrigation Permit Checklist

Planning Department • 1311 Chestnut Street • 512-322-8840

All applications must be submitted through MyGov (<https://web.mygov.us>). Red fields are required.

PROJECT NAME:

APPLICANT(S):

Process Overview:

1. Complete Application and upload required documentation at <https://web.mygov.us>
2. Application review for code compliance, with comments issued as needed
 - a. Applications are only accepted for review on Mondays by 4pm. Applications may be submitted any time, but review will not begin until the following Monday at 4pm.
 - i. If there are items required, we cannot accept the application for review until all items have been addressed
 - b. After application has been accepted, reviews can take approximately 14 working days. This process can take longer depending on project complexity of the project and staff workload.
 - c. Applicant resubmits Items Required with corrections/changes based on review comments.
3. Staff Approval or Denial of permit.
4. Permit will be issued through the MyGov portal.
 - a. Inspections are scheduled by the applicant via MyGov by 3pm for the next business day. If inspection fails, a reinspect fee must be paid prior to the next requested inspection.

Submittal Package Checklist Items

Applicant	Check all boxes in the Applicant column before submitting project application and documents. All checklist items must be included in the submittal, or it will not be accepted for review. If an item does not apply to your project, mark the item as N/A.	
	1.	Completed Permit Application, including signature completed Checklist and required documentation https://web.mygov.us
	2.	Agent Authorization Letter signed by Property Owner and Agent, if applicable
	3.	Detailed drawings showing site plan and location
	4.	Permit Fee (invoice will be sent after application is accepted for review).

Irrigation Plan Requirements

Applicant	The following items are required for a review to be completed. Please note that additional details may be required.	
	1.	The irrigation plan must include complete coverage of the area to be irrigated. If a system does not provide complete coverage of the area to be irrigated, it must be noted on the irrigation plan
	2.	Existing easements and/or rights-of-way within or abutting the lot where irrigation is being proposed
	3.	Drawn to scale, north arrow, and legend
	4.	All major physical features and the boundaries of the areas to be watered
	5.	The irrigator's seal, signature, and date of signing
	6.	The zone flow measurement for each zone
		Location and Type of each:
	6a.	Controller - Texas Commission on Environmental Quality Page 2 Chapter 344 - Landscape Irrigation
	6b.	Sensor (for example, but not limited to, rain, moisture, wind, or flow)
		Location, Type and Size of each:
	6c.	Water source, such as, but not limited to a water meter and point(s) of connection
	6d.	Backflow prevention device and location
	6e.	Water emission devices, including, but not limited to, spray heads, rotary sprinkler heads, quick-couplers, bubblers, drip, or micro-sprays
	6f.	Valves, including, but not limited to, zone valves, master valves, and isolation valves. No more than one valve per box 10 inches and under. No more than 2 valves per box in a 12 inch box.
	6g.	Pressure regulation component
	6h.	A minimum depth of 1 ft for all mainlines and a minimum depth of 10 inches for all lateral lines. All lines must be piped.
	6i.	Watering schedule for all four seasons

General Notes:

- No irrigation design or installation shall require the use of any component, including the water meter, in a way which exceeds the manufacturer's published performance limitations for the component.
- Spacing:
 - The maximum spacing between emission devices must not exceed the manufacturer's published radius or spacing of the device(s).
 - The radius or spacing is determined by referring to the manufacturer's published specifications for a specific emission device at a specific operating pressure.
- New irrigation systems shall not utilize above-ground spray emission devices in landscapes that are less than 48 inches not including the impervious surfaces in either length or width and which contain impervious pedestrian or vehicular traffic surfaces along two or more perimeters. If pop-up sprays or rotary sprinkler heads are used in a new irrigation system, the sprinkler heads must direct flow away from any adjacent surface and shall not be installed closer than four inches from a hardscape, such as, but not limited to, a building foundation, fence, concrete, asphalt, pavers, or stones set with mortar.
- Narrow paved walkways, jogging paths, golf cart paths or other small areas located in cemeteries, parks, golf courses or other public areas may be exempted from this requirement if the runoff drains into a landscaped area.
- Drip irrigation shall be used in areas less than 4 feet.
- All Irrigation zones must keep like applicators with like applicators: a zone with drip line must remain entirely drip zone, a zone with spray heads must remain entirely spray heads. This keeps the precipitation rate consistent across the entire zone.
- Inspections: Inspector must be able to see the installed system at a minimum of 5 locations in addition to the valve box locations. All valve boxes must be visible at the time of inspection. NO EXCEPTIONS.

Digital Copy Requirements

- Irrigation Plans and Individual Documents
 - Irrigation Plans must be one combined PDF document
 - All other documents must be individual PDF