



## EMERGENCY PREVENTION DIVISION

Travis County Emergency Services District No. 9      Headquarters 512-539-3400  
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West Lake Hills, TX 78746      P. O. Box 162170 Austin, TX 78716-2170  
[www.WestlakeFD.org](http://www.WestlakeFD.org)

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August 19, 2024

### NOTICE TO CONTRACTORS AND PERMIT APPLICANTS IN LOST CREEK

**Subject:** Transition from the City of Austin to Travis County Emergency Services District No. 9

**Effective Date:** September 9, 2024

Dear Contractors and Permit Applicants,

Following the recent election on May 4, 2024, the neighborhood of Lost Creek will officially transition from the City of Austin's jurisdiction to Travis County Emergency Services District No. 9 (also known as the Westlake Fire Department), effective September 9, 2024.

- **Permit Validity and Transition:** All building permits issued by the City of Austin will remain valid through September 9, 2024.
- **New Project Permits:** After September 9, 2024, certain construction and installation permits must be processed through our agency, Travis County Emergency Services District No. 9.
  - Commercial Properties – Fire code compliance permits must be processed through our agency for any renovation, addition, or new building.
  - Residential Properties – All new residential projects are required to be protected with residential fire sprinklers throughout the structure. These projects must also be compliant with the [International Wildland-Urban Interface \(WUI\) Code](#). Fire code compliance and residential fire sprinkler system permits must be processed through our agency.

#### Specific Permit and Inspection Processes:

- **Plumbing Permits:** Water to Lost Creek is provided by Austin Water; therefore, all plumbing permits and associated inspections will continue to be handled by the City of Austin.
- **Electrical Permits:** Electrical service to Lost Creek is provided by Austin Energy; therefore, all electrical permits and associated inspections will continue to be handled by the City of Austin.
- **Residential Fire Sprinkler Permits and Inspections:**
  - Any existing residential fire sprinkler system permits issued by the City of Austin that are still open and have inspections required will now be managed by our agency. We will offer any required inspections to help ensure the systems are properly installed.
  - All new residential fire sprinkler permits and their associated inspections for new homes will be processed through our agency.
- **Existing City of Austin Residential Building Permits:** The City of Austin will stop providing construction inspections—other than plumbing and electrical—on September 9, 2024. If a building final inspection is desired after that date, we recommend hiring a third-party inspection company to complete any desired inspections. We only offer a *final* fire inspection for any open building permits, ensuring fire code compliance prior to occupancy.

**Please note:** Additional permits may be required by other regulatory agencies {e.g., Travis County Transportation and Natural Resources (TNR)}. Please [refer to the TNR project checklist](#) for more information.

For any questions regarding permits or inspections, please contact our Emergency Prevention Division at [inspector@westlakefd.org](mailto:inspector@westlakefd.org) or call 512-539-3400, extension 3. You may also visit [www.WFDPermits.com](http://www.WFDPermits.com) for more information.

Sincerely,

Travis County Emergency Services District No. 9  
(Westlake Fire Department)  
Emergency Prevention Division