

SAN ANTONIO RIVER AUTHORITY LAND USE APPLICATION

Land use applications, including any components of application submittals, may be public documents subject to production if requested under Texas Government Code Section 552 and should not be considered to be confidential.

1. APPLICANT INFORMATION:

Legal Name of Applicant: (Name and Address of entity acquiring land right)

Legal Name: _____

Address: _____

City: _____

State: _____ Zip Code: _____

Contact Name: _____

Contact Telephone Number: _____

Email Address: _____

2. APPLICANT'S STATUS (please check box):

Individual Partnership Corporation Government Other

3. LAND RIGHT REQUESTED (please check box):

- Purchase Property from SARA
- Purchase Easement on property owned by SARA
- Purchase Easement to Cross River/Creek where SARA owns bed and banks
- Other (description of use): _____

4. PROJECT DESCRIPTION & DOCUMENTATION CHECKLIST:

Description of the project on company letterhead detailing the following information:

- a) Type of system, facility, or use, (e.g. pipeline, road)
- b) Related structures and facilities
- c) Physical specifications (length, width, grading, etc.)
- d) Duration of use
- e) Volume or amount of product to be transported
- f) Duration and timing of construction
- g) Temporary work areas needed for construction
- h) Survey with metes and bounds property description. A link to the survey standards is located here: <https://www.sara-tx.org/resources/surveying-standards-crossings>
- i) Plan & Profile of Installation. The link for Engineering Standards for River Crossings is located here: <https://www.sara-tx.org/resources/engineering-review-requirements-pipeline-crossings-streams>
- j) Methods of environmental protection (spills, maintenance, etc.)
- k) Vicinity map showing exact location including latitude and longitude
- l) Copies of deeds of adjacent properties to subject property
- m) If applicable, please include copies of access easements adjacent to proposed easement
- n) SWP3 with Plan and Profile (Stormwater Pollution Prevention Plan)
- o) Photographs of crossing location prior to construction

INCOMPLETE APPLICATIONS WILL BE RETURNED TO APPLICANT.

- 5. ADMINISTRATIVE FEES** are prescribed by the San Antonio River Authority Ordinance.
- a) The Schedule of General Fees can be found at <https://www.sara-tx.org/sites/default/files/2019-06/Real-Estate-Fees.pdf>.
 - b) The application fee for this application is \$2,200. If accepted there will be an additional \$2,500 administration fee to process the application in addition to any consideration for the cost of the land rights.
 - c) A \$2,500 expediting fee may be submitted in order to reduce the processing time of the application.
 - d) Only checks are accepted and made payable to the San Antonio River Authority. Payment of application fee must accompany the land use application.
 - e) Applications may take up to 8 weeks to process.
- 6.** A River Authority Environmental Investigator will need to conduct a pre-site assessment and post-site assessment. If the application is finalized, all applicants must contact an Environmental Investigator within 72 hours prior to starting construction and remain in contact throughout the process.
- 7. Please send completed Application and fee to Gray Eck at the following address:**

Gray Eck - Real Estate Representative
Attn: Finance Department
San Antonio River Authority
100 E. Guenther St.
San Antonio, Texas 78204

(210) 302-3628
geck@sara-tx.org