

**SAN ANTONIO RIVER AUTHORITY LAND USE APPLICATION
ACQUISITION OF RIVER AUTHORITY PROPERTY**

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 Property encumbered by SARA owned flood control easements and/or structures
- Other (description of use): _____

4. PROJECT DESCRIPTION & DOCUMENTATION CHECKLIST:

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

- a) Introductory letter including an initial offer.
- b) 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>
- c) Vicinity map showing property location.
- d) Parcel County Appraisal District number.

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 \$5,000. If accepted there will be an additional \$5,000 administration fee to process the application in addition to any consideration for the cost of the land rights.
 - c) Only checks are accepted and made payable to the San Antonio River Authority. Payment of application fee must accompany the land use application.
 - d) Applications may take up to 20 weeks to process.
 - e) Fee's do not include consideration for the acquisition of the requested rights. Consideration cost will be determined following the approval of the application. Please contact the River Authority with questions regarding consideration.

A River Authority Environmental Investigator and Inspector will need to conduct a pre-site assessment to determine if potential hazards exist on the property.

The disposal of River Authority property in fee may require River Authority Board of Directors approval. In such cases, all agreements will be subject to board approval.

6. **Please send completed Application and fee to Gray Eck at the following address:**

Gray Eck
Real Estate Supervisor
San Antonio River Authority
600 E. Euclid
San Antonio, Texas 78212-4405
(210) 302-3628
geck@sara-tx.org