

**SAN ANTONIO RIVER AUTHORITY  
LAND USE APPLICATION**

**TO BE COMPLETED BY APPLICANT:**

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

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Contact Information: \_\_\_\_\_

2. APPLICANT'S STATUS:

Individual    Partnership    Corporation    Government    Other

3. LAND RIGHT REQUESTED:    Purchase by Deed    Easement    Easement to Cross River/Creek  
 License Agreement    Joint Use Agreement    Dam Modification  
 Dam Easement Modification    Other

3. **PROJECT DESCRIPTION & DOCUMENTATION CHECKLIST** (Detailed description should be on separate page or cover letter and all applicable documentation must accompany the application)

- (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 (This does not apply to River/Creek Crossings)
- (h) Survey with metes and bounds property description (Surveying Standards posted on Website)
- (i) Plan & Profile of Installation (Engineering Standards for River Crossings are posted on Website)
- (j) Methods of environmental protection (spills, maintenance, etc.)
- (k) Vicinity map showing exact location including lats and longs
- (l) If available, please include copies of deeds of adjacent properties to subject property
- (m) If applicable, please include copies of access easements adjacent to proposed easement

***APPLICATION FOR RIVER/CREEK CROSSING MUST INCLUDE ALL APPLICABLE DOCUMENTATION TO BE CONSIDERED COMPLETE. INCOMPLETE APPLICATIONS WILL BE RETURNED TO APPLICANT.***

4. Administrative fees are prescribed by the San Antonio River Authority Ordinance. The Schedule of General Fees can be found at <https://www.sara-tx.org/wp-content/uploads/2016/12/Real-Estate-Fees.pdf>. The application fee for this application is \$2,200. Only checks are accepted and should be payable to the San Antonio River Authority. Payment of application fee must accompany the land use application.

5. APPLICANT'S OR AGENT'S SIGNATURE:

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DATE: \_\_\_\_\_

Please remit completed Application and fee to:

San Antonio River Authority  
Attn: Real Estate Manager  
100 E. Guenther St.  
San Antonio, Texas 78204

For questions contact:

Austin Snell  
Real Estate Representative  
San Antonio River Authority  
(210) 302-3628  
[asnell@sara-tx.org](mailto:asnell@sara-tx.org)

**FOR SARA USE ONLY:**

Administrative fee received by: \_\_\_\_\_

DATE: \_\_\_\_\_

Approved by: \_\_\_\_\_

DATE: \_\_\_\_\_