ENCROACHMENT APPLICATION FORM

TEXAS MUNICIPAL POWER AGENCY
P. O. BOX 7000, Bryan, TX 77805
2751 Nash Suite 130, Bryan, TX 77802

TMPA POWER LINE EASEMENT ENCROACHMENT APPLICATION PROCESS

1. Applicant to contact TMPA's Executive Administrator, Susie Johnson, (sjohnson@texasmpa.org) to provide summary of proposed project including location and nature of project. TMPA will assign a reference number which should be used in all communications and transmittals and indicate the applicable non-refundable fee from the schedule below.

Standard Encroachment Application Fee	$ 500
Encroachment requiring clearance, interference, or technical evaluation	$ 1,500
Encroachment for large projects (major grading, developments, etc.)	$ 2,500

2. Applicant to apply for encroachment license agreement by submitting the following to TMPA:
   a. This completed application form
   b. Application Fee (mail check payable to Texas Municipal Power Agency, Attn: Susie Johnson)
   c. Drawings, building plans, surveys, and/or other pertinent information showing the proposed encroachment in relation to the easement into which the proposed encroachment will extend, including a north arrow, must be provided.
   d. The elevations of all TMPA overhead electrical facilities, as well as distances from the facilities to the proposed encroachment must also be provided, if applicable. Profile plans or description must be included for all proposed aboveground structures.
   e. Copy of easement document, or recording information, if known.

   Note: The application and related information may be mailed to TMPA at the address above or submitted electronically.

3. Upon receipt of the items required in Item 2 above, TMPA will review the application for completeness and will request additional information as needed.

4. TMPA, TMPA's Transmission Operator, and, as necessary, its consultants will review the application to determine whether the proposed encroachment can be permitted based on existing National Electrical Safety Codes, any other regulatory requirements, safety considerations, and without interfering with the purposes of the easement. TMPA may refuse consent or require changes to the proposed project in light of these considerations.

5. If consent is approved, TMPA will prepare the instruments to be signed by the record owner(s) of the property. Applicant to submit two (2) original, signed instruments for signature by TMPA. One original will be returned to the Applicant and an original will be placed in TMPA files.

6. Applicant records the License Agreement with the county and submits a copy of the recorded instrument to TMPA by email.

7. Applicant may proceed with construction.

8. Should the actual construction not match the proposed encroachment, TMPA will review the actual as-built encroachment and the approval or disapproval of the encroachment will be based solely on the actual encroachment. If the actual as-built encroachment is acceptable to TMPA, the license agreement will be amended to reflect the as-built encroachment. A new application fee, in the same amount of the initial application fee, will be required to amend the agreement. Should the actual as-built encroachment not result in a satisfactory review in light of the factors in Item 4, TMPA reserves the right to take whatever steps are necessary to protect TMPA's facilities and easement rights, including but not limited to termination of the License Agreement and removal of the encroachment.

Applicant acknowledges that the non-refundable application fee is for TMPA to recover costs associated with assessing whether the project will interfere with TMPA's easement rights and the costs of document preparation. Payment of the application fee does not guarantee that TMPA will not object to the proposed project.

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(TMPA Use Only)
Ref. No.: _____
Identifier: _____

APPLICANT INFORMATION

DATE OF APPLICATION: _____

PLANNED START DATE: _____

APPLICANT NAME: _____

APPLICANT COMPANY: _____

MAILING ADDRESS: _____

EMAIL ADDRESS: _____

PHONE NUMBER: _____

DESCRIPTION OF ENCROACHMENT*: _____

_____

_____

_____

*Identify nature of project and structures or objects proposed to be placed in the easement (above and below ground)

OWNER INFORMATION

OWNER NAME: _____

OWNER COMPANY: _____

MAILING ADDRESS: _____

EMAIL ADDRESS: _____

PHONE NUMBER: _____

PROPERTY INFORMATION

PROPERTY STREET ADDRESS: _____

COUNTY: _____

LEGAL DESCRIPTION: _____

LOCATION OF ENCROACHMENT (LATITUDE, LONGITUDE): _____

BY SIGNING BELOW, I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE *TMPA POWER LINE ENCROACHMENT APPLICATION PROCESS* DESCRIBED HEREIN. I CERTIFY THAT THE INFORMATION PROVIDED IS ACCURATE, AND I REALIZE THAT ANY INACCURACY OR MISSING INFORMATION, INCLUDING FAILURE TO SIGN BELOW, MAY DELAY PROCESSING OR INVALIDATE THIS APPLICATION.

Signature of Applicant: _____