



City of Alamo Heights
Planning & Development Services

6116 Broadway, San Antonio, TX 78209
(210) 826-0516 [Voice] (210) 822-5181 [Fax]
www.alamoheightstx.gov

Right of Way Use or Disposition Application

FEE PAID: _____

DATE: _____

SUBJECT PROPERTY ADDRESS: _____

Type of Application

- _____ Permit for abutting-property encroachments (\$150 permit fee, not including building permit fees)
- _____ Licenses to use ROW or easement (\$500 application fee) (minimum \$2,000 license fee)*
- _____ Closure, vacation and abandonment (\$500 application fee)*
- _____ Releasing or granting an easement (\$500 application fee)*

Name of Applicant _____

Address/Phone/ Cell Phone/Email _____

Name of Owner: _____

Address/Phone/ Cell Phone/Email _____

Applicant Signature / Date

Owner Signature / Date

Provide 12 Copies of the following (two if a Permit for abutting property encroachments)

1. Statement of request and rationale for request
2. Site Survey (to scale) existing and proposed
3. Photographs
4. If applicable, site plan, floor plans and elevations existing and proposed
5. If applicable: Technical data, land assessments, drainage, engineered drawings, survey
6. Power of Attorney if applicant is not the property owner

* Payment based on land value / assessment --- Must be recorded by applicant before issuing building permit

CITY COUNCIL CASE #: _____

CITY COUNCIL DATE: _____