



# Transportation and Public Works Department

P.O. Box 1088 Austin, TX 78767  
512-974-1150

## Encroachment Agreement Transmittal Letter

LandManagementROW@AustinTexas.gov | Phone: 311 (or 512-974-2000 outside Austin)  
For submittal and fee information, see [www.austintexas.gov/department/land-management](http://www.austintexas.gov/department/land-management)

Explain in detail the reason for the Encroachment Agreement by answering the following questions:

1. Is this a residential or commercial project? \_\_\_\_\_  
\_\_\_\_\_
2. How was the area of encroachment dedicated? By plat or by separate instrument? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Did the City purchase the area where the proposed encroachment would be located? (i.e., by Street Deed) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Does encroachment currently exist, or is it only proposed on paper? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Are there any utility lines within the proposed encroachment area? If yes, what are your plans for the utilities? Relocation of utility lines must be at the applicant's expense.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. How do you plan to develop the proposed encroachment area? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Has a site plan been submitted on your project? If not, is the project exempt from the site plan process?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Is your project a Unified Development? \_\_\_\_\_



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9. Is your project a S.M.A.R.T. Housing Project? \_\_\_\_\_

10. When do you anticipate starting construction of the development? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. What is the current status of the adjacent properties? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. What type of parking facilities currently exist? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Does the area of encroachment lie within UT boundaries: East of Lamar Boulevard, west of IH-35, north of Martin Luther King Boulevard, and south of 45th Street? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

14. Does the area of encroachment lie within Downtown boundaries: East of Lamar Boulevard, west of IH-35, north of Lady Bird Lake, and south of Martin Luther King Boulevard?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. Does the proposed encroachment support the Priority Programs and policy directives set forth in the Imagine Austin Comprehensive Plan? If so, how? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you have questions; please email Land Management Department:

[LandManagementROW@AustinTexas.gov](mailto:LandManagementROW@AustinTexas.gov)