



JOINT REFERRAL COMMITTEE (JRC)

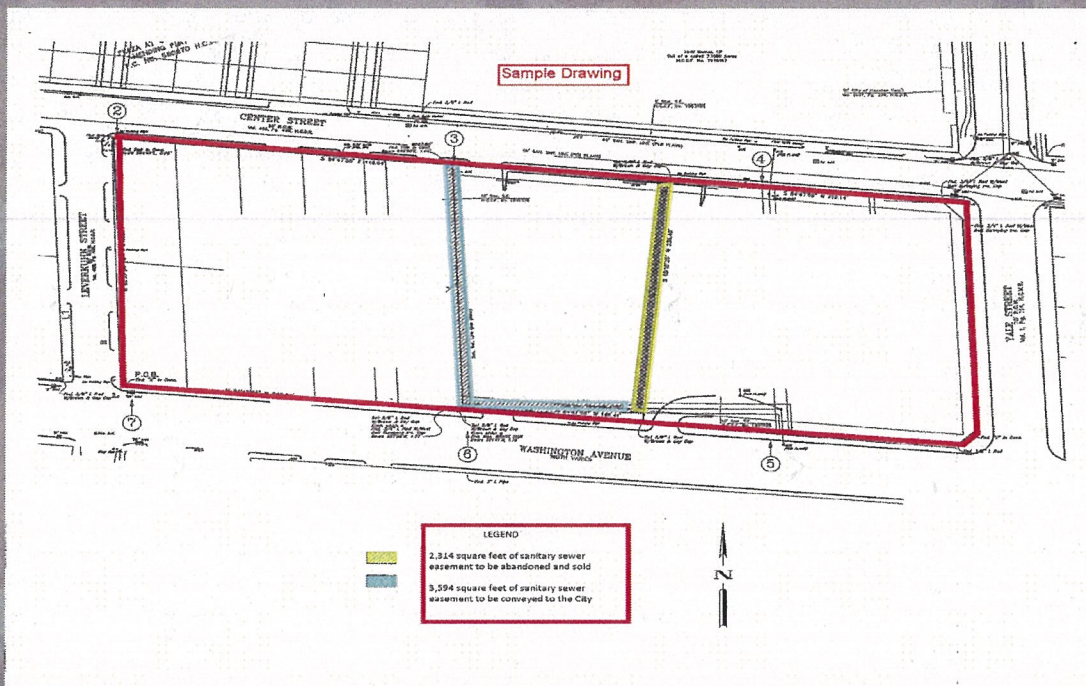
FAST TRACK PROCESS



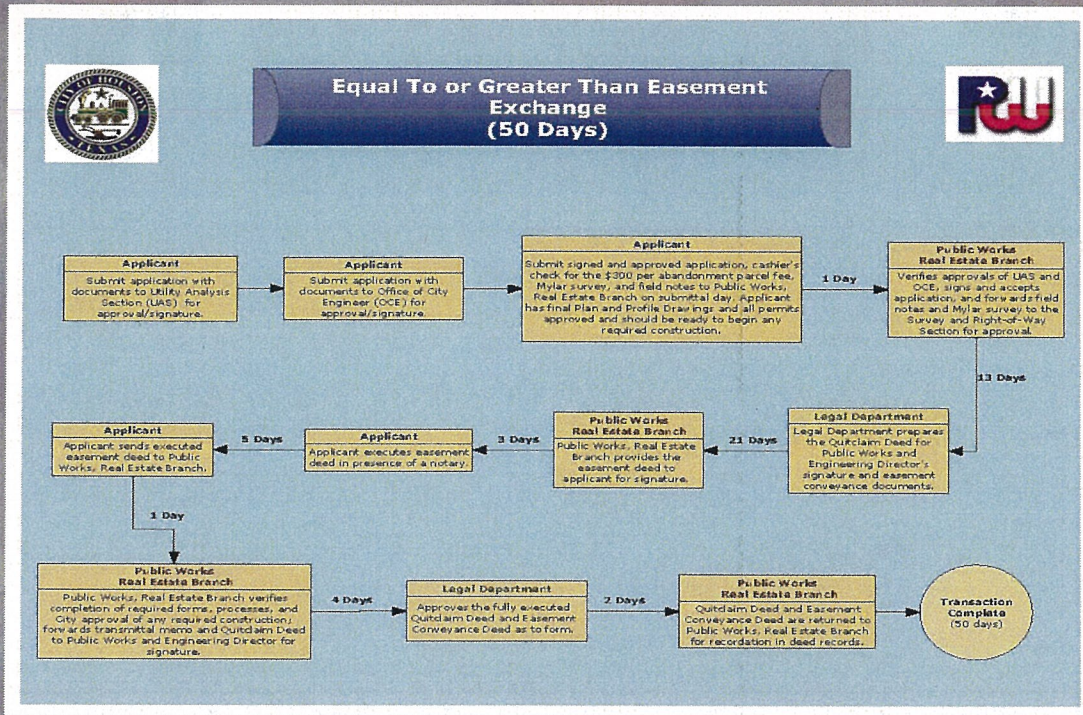
EQUAL TO OR GREATER THAN EASEMENT EXCHANGE

Request for the Abandonment and Sale of an Easement or Easements in Exchange for Conveyance to the City of an Easement or Easements of Equal or Greater Total Square Footage in the Same Tract of Land

EQUAL TO OR GREATER THAN EASEMENT EXCHANGE



EQUAL TO OR GREATER THAN EASEMENT EXCHANGE



EQUAL TO OR GREATER THAN EASEMENT EXCHANGE

- The standard abandonment and sale involves selling City-owned property for monetary consideration. This transaction contemplates a simple exchange in which the City maintains the value of its property interests without monetary exchange except for a \$300.00 per abandonment parcel fee in accordance with Section 2-238 of the Houston Code of Ordinances.
- This type of application can only be used when the total square footage conveyed to the City is equal to or greater than what is being abandoned by the City.
- Existing public utility lines will be replaced by newer lines within the same tract of land.
- Easements and public utility lines within such easements must be deemed by the City as able to be abandoned and relocated in such a manner that the operation of the public utility system will not be affected.

EQUAL TO OR GREATER THAN EASEMENT EXCHANGE

- The acceptance of easements and widths of easements are the sole determination of the Director of PWE and based upon City of Houston Design Manual standards.
- The expense and time of an appraisal is avoided, since the value per square foot of the easement being conveyed to the City is deemed equal to or greater than the value per square foot of the easement being abandoned by the City within the same tract of land.
- An applicant must obtain prior approval from the Utility Analysis Section and the Office of the City Engineer.
- A Quitclaim of Easement and Easement Conveyance Deed are prepared by the Legal Department and approved by the Director of PWE. The City will record the documents in the Real Property Records of the Harris County Clerk's Office.

EQUAL TO OR GREATER THAN EASEMENT EXCHANGE

The Fast Track Process requires approximately 50 days of completion time versus the current JRC Application Process of approximately 230 days.

This process will require an ordinance revision.

Fast Track Processes are currently being used for requests for Encroachment Agreements and Acknowledgments of Easement Reversion with great success.



**JOINT REFERRAL
COMMITTEE (JRC)**

FAST TRACK PROCESS



THANK YOU

**Planning and Development
Services Division**

**Department of Public Works and
Engineering**