



## Right-of-Way Request Application

7660 Woodway Dr, Suite 460 Houston, Texas 77063, Phone: (832) 849-8446

[gquevedo@pineypt.org](mailto:gquevedo@pineypt.org)

Date: \_\_\_\_\_

Applicants Name: \_\_\_\_\_

Type of Application: ROW Request Application

Applicants Phone: \_\_\_\_\_

Job Address: \_\_\_\_\_

Applicants Email: \_\_\_\_\_

**Note: Submittal will not be accepted unless all items in the checklist have been completed.**

### Right-of-Way Application Checklist

	Type of Application	Description	Application Form <small>(please print and attach forms)</small>
	Right-of-Way Application	This application must be read thoroughly and be filled out to process the ROW request.	<a href="#">Right-of-Way Application Form</a>
	Site Plan	Must provide a site plan or a drawing that specifies the location and the scope of work.	<a href="#">Drawing Specifications</a>
	MVWA Approval	The Memorial Village Water Authority must approve the ROW request. Once form is filled out, it should be sent to <a href="mailto:trey@mvwa.org">trey@mvwa.org</a> and copy <a href="mailto:gquevedo@pineypt.org">gquevedo@pineypt.org</a> on the email. Make sure to attach the Right-of-Way Application.	<a href="#">MVWA Application Form</a> Phone: <a href="tel:7134658387">(713) 465-8387</a>
	Online Portal Submittal	The ROW request should be submitted to our online portal for our engineer's review. The submission must include the ROW Application, a detailed drawing of the request and the MVWA Approval Form.	<a href="#">Online Portal</a>
	City Forester Approval	The City Forester Approves all the ROW request. If you have any tree problems, feel free to contact our city forester, Cary.	Phone: <a href="tel:8325161321">(832) 516-1321</a>
	Help Document	Refer to his form when filing out the ROW application. This form is to help answer any questions you may have about the application	<a href="#">Help Document Form</a>

When the application gets approved by the Memorial Village Water Authority and the Engineer, Gerson Quevedo will send the letter of No Objection via email.

Right-of-Way Ordinance for Your Review: [Chapter 56 – Right-of-Way Management](#)

Please ensure to comply with the City of Piney Point's Right-of- Way Ordinance.

**\*Chapter 56 Section 7 (a) Restoration of affected property required. Users of the right-of-way shall restore property affected by construction in the right-of-way to a condition that is equal to or better than the condition of the property prior to the performance of the work. This includes, but is not limited to, replacing all-natural ground cover with an equal or better type of ground cover damaged during work, either by sodding or seeding, as directed by the city administrator.**

**Please print this document and attach this to all the documents.**

**Email these documents to [gquevedo@pineypt.org](mailto:gquevedo@pineypt.org)**