



**CONSENT TO ENCROACHMENT APPLICATION FORM**  
**(THIS APPLICATION IS GOOD FOR 60 DAYS AND SUBJECT TO CANCELCATION**  
**AT CENTERPOINT'S SOLE DISCRETION AND WITHOUT FURTHER NOTICE)**

MAILING ADDRESS: CENTERPOINT ENERGY, P.O. 1700, HOUSTON, TX 77251

COURIER ADDRESS: 1111 LOUISIANA ST, 7TH FLOOR, HOUSTON 77002

TELEPHONE (713) 207-6348

Date of Application: \_\_\_\_\_

STREET ADDRESS FOR THE PROPERTY: \_\_\_\_\_

NAME OF COMPANY OR INDIVIDUAL THAT CONSENT WILL BE GRANTED TO: ☐ Owner ☐ Third Party

\_\_\_\_\_  
 (Name) (Title) (Company)

TYPE OF ENCROACHMENT (Please Check One): ☐ Existing ☐ Proposed

REQUESTOR INFORMATION: E-mail Address: \_\_\_\_\_  
 (Print or Type Only)

Name: Individual \_\_\_\_\_ Company \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**THE FOLLOWING MUST BE INCLUDED WITH THIS APPLICATION:**

- A.) One (1) CERTIFIED SURVEY, a maximum of 8.5"X14" with the following minimum requirements for consideration in conjunction with a request for permission to occupy a position within an acquired and/or dedicated easement area (Sample surveys are available at CenterPoint Energy's web site <https://www.centerpointenergy.com/en-us/services/pages/surveying-consent-to-encroach.aspx?sa=ho&au=bus>):

- 1) North arrow & scale, County and Survey names, and Abstract number.
- 2) Point of beginning (with State Plane Coordinates if available).
- 3) Type and size of encroachment identified by a centerline symbol or a cross-hatched symbol.
- 4) All dimensions of the encroachment(s).
- 5) Stationing along the pipeline or centerline of route, where applicable.
- 6) Bearing & distance of crossing or longitudinal occupation.
- 7) Locative reference – Tie to a street, property lines, property corners, and/or easement lines.
- 8) Tract and easement reference information, including width of acquired/dedicated easement area.
- 9) Basis of bearings (& coordinates if used).
- 10) Registered professional land surveyor's certification, seal, signature & printed name with registration number.
- 11) Name, address and phone number of registered professional land surveyor or firm that prepared the survey.
- 12) A profile survey is required for structure(s) more than one (1) foot above and/or under ground level.
- 13) Pool related encroachments must include distances from overhead facilities to the edge of the pool water wall.
- 14) Current ownership information, not purchaser's names.

- B.) A non-refundable application fee of \$800.00, made payable by check to CenterPoint Energy, must accompany this application. If a three working day processing time is required by Applicant, then the non-refundable application fee shall be \$1,500.00. Should the adjustment of CenterPoint Energy facilities, in the sole opinion of CenterPoint Energy, be necessitated by such encroachment(s), the cost of such adjustments, plus any required engineering costs, will be borne by a party or parties other than CenterPoint Energy and such costs must be paid and such adjustments completed before a Consent to Encroachment instrument will be granted. If any CenterPoint Energy facilities require physical location, in the field, as part of the review process, an additional fee of \$250.00 per hour or a minimum fee of \$1,000.00, whichever is greater, must be paid within 10 working days of notice of said required work. If the application is approved, an additional non-refundable fee of \$500.00 must be paid within 10 working days of notice of approval. If any previous existing encroachment has been approved for this Applicant, or any affiliate thereof, then the aforementioned additional non-refundable fee shall be \$10,000.00. Any facility adjustment or location fees will be in addition to the above fee. Please be advised that any actual adjustment of facilities or required physical location of facilities could potentially require a significantly longer processing time.

If Consent to Encroachment is approved, CenterPoint Energy will prepare duplicate original instruments to be signed and accepted by Owner or Third Party, both originals must be returned for final execution and signature by CenterPoint Energy. One original instrument will be returned to you for your files and the other will be placed of public record by CenterPoint Energy.

I certify that the information provided is accurate and I realize that incomplete information may delay or invalidate this application. I also acknowledge that submitting this application does not guarantee approval of my request.

Signature of Requestor: \_\_\_\_\_

*KP George*  
 County Judge KP George

2/21/19

01/13/2022 Original (e) sent to Britten Harris, Engineering dept.