



MEMORANDUM

TO: Mayor and Council

FROM: Lauraine Rizer, Officer of Real Estate Services

DATE: October 2, 2014

SUBJECT: Council Resolution No. 20140807-092 (CIUR 1371)

On August 7, 2014, Council approved a resolution directing the City Manager to consider the relevant Imagine Austin Comprehensive Plan priority programs when making recommendations regarding right-of-way vacation and encroachment applications. The resolution included direction to report back to Council with a description of the methods used to gauge compliance.

In the standard application packets for right-of-way vacations and encroachments, Office of Real Estate Services (ORES) staff identify the Imagine Austin Comprehensive Plan (IACP) Priority Programs and inform applicants that their applications will be considered in the context of those policy directives. As a part of the submittal process, applicants are asked to demonstrate how their request supports any of the specific IACP objectives.

The standard ORES review request template provided to Department and Utility reviewers of vacation and encroachment applications requires them to consider IACP directives and to provide any relevant recommendations as part of their review. ORES staff will provide all reviewer comments that specify conflicts with the IACP Programs as backup for the consideration of any encroachment or vacation request by either Boards & Commissions or City Council.

The blank applications and instructions for right-of-way vacations and encroachments are posted on the ORES page of the City website. Please contact me if you have any questions or concerns.

cc: Marc A. Ott, City Manager
Sue Edwards, Assistant City Manager