



## RSMP Participation – Feasibility Meeting Request Form

(Instructions on next page)

	Primary Contact*	Alternate Contact
Applicant Name:*		
Phone:		
Email Address:*		
Applicant Company Name:*		
Company Mailing Address:*		
C8 or SP Case Number (if any):		
Drainage Reviewer (if assigned):		
Project Name:*		
Appraisal District:*		
Appraisal District Parcel ID:*		
Land Appraisal Value:*		
Property Address:*		
Type of project (select one):*	commercial/multi-family residential	single family residential
Watershed:*		
Jurisdiction:*		
COA Map Grid:*		
Zoning Designation:*		
Total Property/Project Area (acres):*		
Existing Impervious Cover (acres):**		
Existing Impervious Cover (percentage of property):**		
Proposed Impervious Cover (acres):**		
Proposed Impervious Cover (percentage of property):**		
Other relevant/helpful project information:		

\* Field is required;

\*\* Provide (at a minimum) either acres or percentage of existing and proposed impervious cover.

## RSMP Participation – Feasibility Meeting Request Form Instructions

Submit this form via email to [RSMP@austintexas.gov](mailto:RSMP@austintexas.gov). Please include project identifying information in the subject line. You may also drop this form off at the Watershed Protection Department, 505 Barton Springs Road, 12<sup>th</sup> floor, Austin, TX 78704 during regular business hours. Once we have reviewed this form, we will contact you to schedule a RSMP Feasibility Meeting.

You can use online tools such as Property Profile, Zoning Profile Report, and “Find My Drainage Charge” to complete this form as needed. If a site has more than one TCAD ID or address, please provide all relevant items. The 10-digit ID from TCAD should be provided rather than the 6-digit property ID.

All watersheds in the City of Austin participate in the RSMP. However, some watersheds drain to other jurisdictions or otherwise require coordination from another jurisdiction. You can use the applicable calculator on the website: [austintexas.gov/rsmp](http://austintexas.gov/rsmp) to obtain an estimate of the participation payment that would be required if the project is approved for participation via payment in lieu of detention. City staff will determine the final payment amount if the project is approved for participation in RSMP.

If you have questions, please send us an email at [RSMP@austintexas.gov](mailto:RSMP@austintexas.gov). Please make sure to include project identifying information in any email sent – this will ensure a helpful and speedy reply to your question(s). The following is a brief description of what you can expect from the RSMP process.

### **Step 1:** Complete the RSMP Feasibility Meeting Request Form

- (a) If your project already has a COA Case Number and drainage reviewer, please include that information on the form.
- (b) If your project does not yet have a COA Case Number and/or drainage reviewer, please make a note on the form and include as much of the information as possible and any other descriptions or information that could be helpful for determining participation.

**Step 2:** Send completed RSMP Feasibility Meeting Form to [RSMP@austintexas.gov](mailto:RSMP@austintexas.gov) and copy your assigned drainage reviewer (if applicable). Please also include anyone that you would like included on the meeting invite.

**Step 3:** You will receive a meeting invite from the RSMP Team. We will contact you with any further questions or clarifications needed before the meeting.

**Step 4:** Prepare for and attend feasibility meeting. There are documents available for download on the website that explain basic drainage analysis requirements depending on whether the site drainage discharges directly into a stream or creek, into existing drainage system, or if in-kind improvements are being constructed.

Typical agenda includes introductions, overview of RSMP participation options, an overview/description/explanation of your project (by applicant - you), and a discussion of possibilities for participation for your particular site and project. The goal of the meeting is to come to an agreement on whether the project will participate in RSMP, and if so, what is required for participation (analysis, payment, in-kind improvements, etc.).

### **Step 5:** Decide whether to proceed with RSMP participation for the project

- (a) Complete formal application and send to [RSMP@austintexas.gov](mailto:RSMP@austintexas.gov) with all supporting analysis and documentation as discussed in the Feasibility Meeting. If a follow up meeting is needed to clarify any requirements, please request one by emailing [RSMP@austintexas.gov](mailto:RSMP@austintexas.gov).
- (b) If the project will not participate, please send an email to [RSMP@austintexas.gov](mailto:RSMP@austintexas.gov).