



# CITY OF BAYTOWN

## Fire Lane Easement Checklist

Planning and Development Services  
2401 Market Street  
Baytown, TX 77520  
Phone: 281-420-5394  
Planning@baytown.org

The following list of submission requirements shall be used by the applicant as a checklist in preparing a complete application. The City shall also use the checklist to verify the completeness of the application at the time it is submitted. Applicants are responsible for submitting complete applications. Incomplete applications will be rejected and returned to the applicant.

**Universal Development Application** – complete with all required signatures

**Easement Document** – submit an executed fire lane easement; template available from the City; to be completed and signed by the property owner

**Deed Records** – copy of the deed for the subject property or a copy of a contract or other executed conveyance document that demonstrates that the person applying for and signing the fire lane easement has the authority to dedicate said easement

**Boundary Description** – metes and bounds description with graphic illustration that adequately identifies and closes on the fire lane easement area

**Site Plan** - Provide an exhibit showing existing buildings on the property in relation to the fire lane easement area

**Application Fee** – \$ 150.00

**County Filing Fee** – Harris County: \$16.00 for the 1<sup>st</sup> page plus \$4.00 for each additional page  
Chambers County: \$16.00 for the 1<sup>st</sup> page plus \$4.00 for each additional page

By signing below I acknowledge that I have reviewed the General Information and Submittal Requirements Checklist and have included the required submittal items and reviewed them for completeness and accuracy.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Printed Name

**FIRE LANE EASEMENT**

STATE OF TEXAS

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§

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF HARRIS §

THAT GRANTOR, \_\_\_\_\_, owner of the below-described real property, by these presents does DONATE, DEDICATE, GRANT and CONVEY unto GRANTEE, **CITY OF BAYTOWN, TEXAS**, a municipal corporation in Harris and Chambers Counties, Texas, a fire lane easement for fire, police and/or other authorized emergency vehicles above and across the real property located in Harris County, Texas, as further described in Exhibit "A," which is attached hereto and incorporated herein for all intents and purposes.

TO HAVE AND TO HOLD the above-described premises, together with all and singular the rights and appurtenances thereto in any wise belonging, together with the rights of ingress and egress to and from said easement for the purpose of access to the improvements adjacent to the property described in Exhibit "A" for fire, police and/or other authorized emergency vehicles or purposes, unto GRANTEE CITY OF BAYTOWN, its successor and assigns forever.

GRANTOR agrees to maintain the property dedicated herein so as to conform with the requirements contained in Section 94-186 of the Code of Ordinances, Baytown, Texas, and as hereinafter amended (the "Code of Ordinances"), for the exclusive use of fire, police and/or other authorized emergency vehicles as a public safety zone as defined in Chapter 94 of the Code of Ordinances.

GRANTOR agrees to bind himself, his successors and assigns to WARRANT and FOREVER DEFEND, the said property unto the said GRANTEE **CITY OF BAYTOWN**, its successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof.

Signed this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

GRANTOR:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Title)

STATE OF TEXAS                    §  
  §  
COUNTY OF HARRIS §

Before me, \_\_\_\_\_, the undersigned notary public, on this day personally appeared, \_\_\_\_\_, the owner of the above-referenced property,

\_\_\_\_\_ known to me;

\_\_\_\_\_ proved to me on the oath of \_\_\_\_\_; or

\_\_\_\_\_ proved to me through his current \_\_\_\_\_  
{description of identification card or other document issued by the federal government or any state government that contains the photograph and signature of the acknowledging person}

(Check one)

to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed that instrument for the purposes and consideration therein expressed.

Given under my hand and seal of office this \_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public in and for the State of Texas  
My commission expires: \_\_\_\_\_

GRANTORS ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RETURN TO GRANTEE:

CITY OF BAYTOWN  
OFFICE OF THE CITY CLERK  
P.O. BOX 424  
BAYTOWN, TX 77522-0424