

I Want To... Acquire Land

Aviation Division

Overview

Acquiring land for airport use can seem like an overwhelming task, but TxDOT is here to help. In this document you will find helpful tips to get you started as well as some useful links.

There are many reasons why an airport may wish to acquire land, but a few of the most common include:

- To prevent building and/or congregating in the Runway Protection Zone (RPZ)
- To protect the airport from encroachment due to potential future development
- Airport expansion, including runway extensions and hangar development

This document is intended to provide the basic steps necessary to begin and complete the land acquisition process. For any questions not answered in this document, feel free to contact TxDOT for additional assistance.

Getting Started

Gather Your Documents: Request a full land acquisition packet from TxDOT, which will provide you with a comprehensive list of documentation that you will need to provide to receive reimbursement from TxDOT's Aviation Division, as well as example documentation. These documents are required to satisfy the acquisition standards set forth in the Uniform Relocation Assistance and Real Property Acquisition Policies Act (URARPAPA) of 1970 and must be provided for each parcel of land acquired.

An additional helpful document is the Land Acquisition/Reimbursement Checklist, also available from the Aviation Division.

Submit a Letter of Interest (LOI): Forward a LOI to your designated airport planner outlining your intent to acquire land. Include a desired fiscal year for the acquisition reimbursement, estimated cost, and the purpose of the land acquisition. From there, TxDOT will work to include the project in the Capital Improvement Plan (CIP).

Obtain Appraisals and a Survey: Two appraisals will be needed, an appraisal and a review appraisal. Additionally, a survey of the land to be acquired must be obtained.

Funding: Verify that the airport sponsor has the necessary matching local funds. For land acquisition, the funding split is 90/10.



Contacts

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Your Designated Airport
Planner

TxDOT Aviation Main Line
512-416-4500
or
1-800-687-4568 (68-PILOT)



Environmental

- Complete a Phase 1 Environmental Due Diligence Audit (EDAA) as described in FAA Order 1050.19C.
 - An EDAA can be completed by the airport, a consultant, or through TxDOT.
- A National Environmental Policy Act (NEPA) determination, as described in FAA Order 1050.1, must be issued or approved by the Aviation Division before reimbursement is approved.

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TxDOT Support

While the airport sponsor completes any necessary tasks and documentation, TxDOT will work with the airport to provide the following assistance:

- Evaluate the CIP and program the project
- Review documentation that is submitted to us
- Arrange for reimbursement for up to 90% of the appraised value, or at a fixed maximum value based on available CIP funds
- Purchase land on the sponsor's behalf instead of the reimbursement method
- Any other assistance that may be needed

In addition to items listed above, TxDOT can also help with any necessary NEPA issues. For example, if the airport has any plans to complete fencing, clearing and grubbing, demolition, etc. along with the purchase of land, the environmental specialist for the Aviation Division can provide support to evaluate if or how those actions may affect the way in which NEPA applies to the purchase. The Aviation Division is also available to assist with negotiating the sale, notifying and coordinating with property owners, and any other coordination or communication needed.



Helpful Links

TxDOT Aviation Division: <https://www.txdot.gov/about/divisions/aviation-division.html>

FAA Order 1050.19, Environmental Due Diligence in the Conduct of FAA Real Property Transactions:
https://www.faa.gov/regulations_policies/orders_notices/index.cfm/go/document.current/documentnumber/1050.19

FAA Order 1050.1, Environmental Impacts: Policies and Procedures:
https://www.faa.gov/regulations_policies/orders_notices/index.cfm/go/document.current/documentnumber/1050.1

Acquiring Land for Airports and Relocation Assistance (FAA):
https://www.faa.gov/airports/airport_compliance/relocation_assistance

TxDOT ROW Forms: <https://www.txdot.gov/business/right-of-way/right-of-way-forms.html>

FAA Form 5100-120, Land Acquisition Procedures and Payment Summary:
https://www.faa.gov/airports/resources/forms/media/land_acquisition_5100-120.pdf

At A Glance

Do I Need to Acquire Land?

If you are experiencing issues related to your RPZ, you wish to expand your airport, or just want to protect your airport from future outside development, land acquisition may be the solution. Do you and/or a private entity want to add hangars but you don't have the available space? Consider acquiring additional land.

Funding

Land acquisition is reimbursable up to 90% of appraisal value for eligible purposes.

Environmental Impacts

What you do at your airport matters, so be sure to consider environmental impacts and regulations, and reach out to TxDOT for support if needed.

Scheduling/Programming

TxDOT Aviation will work with you to program your reimbursement into the CIP and finalize a reimbursable amount.

Support

Do you have a question that was not answered in this document, or do you require additional support? TxDOT Aviation is here to help!