

PROCESS FOR REQUESTING USE OF OR CROSSING
BUREAU OF RECLAMATION LANDS

1. Application forms are available from the Bureau of Reclamation, Lahontan Basin Area Office, at 705 N. Plaza, Suite 322, Carson City, Nevada, (775-882-3436).

2. The applicant fills out the form completely, including a detailed description of the proposed use, maps, and other material which might help Reclamation identify the proposed use.

3. The applicant will mail or bring to Reclamation's Carson City Office a copy of the completed application form and the \$200 application fee, payable to the Bureau of Reclamation. Approval is not guaranteed, it depends on conditions at the time and Reclamation's future use of the land. If not approved by Reclamation, \$150 of the \$200 application fee will be returned to the applicant. If the applicant refuses to sign an agreement that was submitted to them, no refund will be made.

4. In addition to the \$200 application fee the applicant is required to pay all administrative costs in excess of the \$200, plus a land use fee which Reclamation will obtain from a certified appraiser. Administrative costs include, but are not limited to, the cost of an appraisal, environmental clearance, etc.

5. Reclamation is responsible for adhering to the National Environmental Protection Act and the National Historic Preservation Act. Surveys will be conducted and reports will be made by Reclamation personnel to confirm compliance with these Acts.

6. After compliance and approval, Reclamation will determine what type of written authorization (document) will be used, i.e., grant of easement, lease, letter of consent, or permit/license; and the terms, limitations and conditions for use in order to protect the interest of the United States and to ensure that the use is compatible with the proposes for which the lands were acquired. Specific stipulations, in accordance with the type of use, will be included in the document.

Each case is unique and handled according to its specific needs and requirements of the policies and regulations of the United States. Average processing time is sixty (60) to ninety (90) days, and may be longer in some cases.