



**RAILROAD COMMISSION OF TEXAS**  
ALTERNATIVE ENERGY DIVISION  
LP-Gas Operations

**CNG FORM**  
**1025**

**APPLICATION AND NOTICE OF EXCEPTION  
TO THE REGULATIONS FOR COMPRESSED NATURAL GAS**

*Please Type or Print*

INSTRUCTIONS: Any person may apply for an exception to the *Regulations for Compressed Natural Gas*. All application filings must meet the submission requirements of Section 13.35 of the *Regulations for Compressed Natural Gas*. Strict compliance with this section is necessary to ensure that fairness and uniformity in the administrative process is extended to all applicants. All applicants are routinely advised that a request for exception in no way guarantees that an exception will be granted. **A non-refundable fee of \$50 must accompany each original application.** If resubmission is required **a non-refundable fee of \$30 must accompany each resubmission.** DO NOT SEND CASH. Make Check or Money Order Payable To: **The Railroad Commission of Texas**. To pay by credit card please visit our website [www.rrc.texas.gov](http://www.rrc.texas.gov).

PLEASE COMPLETE ALL BLANKS ON THIS FORM AND RETURN TO THE ALTERNATIVE ENERGY DIVISION. FILE ONE LEGIBLE APPLICATION FORM PER SITE, LISTING ALL APPLICABLE EXCEPTIONS TO CNG REGULATION REFERENCES.

**APPLICANT INFORMATION:**

Applicant's name: \_\_\_\_\_ representing \_\_\_\_\_  
(Individual) (Company name, if applicable)

Lic. No. \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
(City, State) (Zip Code)

Tel. No.: \_\_\_\_\_ Fax No. \_\_\_\_\_ I request an exception to Section(s) *(give full*  
(A/C) (A/C)

*regulation reference*) \_\_\_\_\_ *of the Regulations for Compressed Natural Gas.*

**GEOGRAPHICAL LOCATION:**

If stationary CNG installation, give physical street address or geographical location: \_\_\_\_\_

\_\_\_\_\_  
(Give directions from nearest highway or town)

Nearest town or city \_\_\_\_\_, county of \_\_\_\_\_

If stationary installation, is it located within municipal limits?  Yes  No

**STATEMENT OF DESIRED RELIEF:**

State below your request for exception, and how it specifically fails to comply with the *Regulations for Compressed Natural Gas*. Be sure you also quote the exact reference and description of the regulation.

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



**DESCRIPTION OF ACREAGE OR LEASED AREA:**

If a stationary CNG installation, use the space below to describe the site sufficiently for determination of property or lease lines, land ownership, and by what legal authority the applicant, if not the owner, is permitted occupancy.

ATTACH SUPPORTING DOCUMENTS: A legal property description with a site plan indicating the dimensions of the boundaries described by the legal description or a plat showing the dimensions of the property description. The site plan must show all adjoining property lines, streets, and highway or railroad right-of-ways and must coincide with the legal property description or plat. The site plan may include other information such as buildings, storage containers, and other exposures relevant to the exception, which is not indicated on the plat. If the area described is under lease, a copy of the lease agreement, and exhibit(s) showing the area under lease may be filed in lieu of the legal property description or plat.

Legal description and acreage: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- I have attached: 1.  Legal property description with site plan  
*Check applicable* 2.  Survey plat with site plan  
*box(es)* 3.  Lease agreement with site plan

**AFFECTED PARTIES WHO MUST BE SENT A COPY OF THIS REQUEST:**

A copy of CNG Form 1025 must be sent by certified mail, return receipt requested, to all affected parties as specified below on the same date on which the form is filed with or sent to LP-Gas Operations. The information shall include a notice that any objection shall be filed with LP-Gas Operations within 18 calendar days of postmark.

For stationary Installations:

- 1.  Persons or businesses owning or occupying property adjacent to the site;
- 2.  The city council or fire marshal, if the site is within municipal limits; and
- 3.  The county Commission, if the site is not within any municipal limits

For motor or mobile fuel installations:

- 1.  The Texas Department of Public Safety; and
- 2.  All CNG loading and unloading facilities utilized by the applicant

LP-Gas Operations may require an applicant to give notice to persons in addition to those listed above if doing so will not prejudice the rights of any entity.

PLEASE GIVE FULL NAME AND ADDRESS OF EACH AFFECTED PARTY. EACH AFFECTED PARTY MUST BE AFFORDED AN OPPORTUNITY TO OBJECT OR NOT TO OBJECT TO THE EXCEPTION REQUESTED. THE PARTY SHALL NOTIFY THE SECTION IN WRITING OF SPECIFIC OBJECTIONS. THE ORIGINAL OF THE RETURN RECEIPT CARDS MUST BE FILED WITH YOUR ORIGINAL APPLICATION AS EVIDENCE THAT AFFECTED NOTICE WAS RECEIVED BY THE AFFECTED PARTY. ATTACH A COPY OF A LAND ABSTRACT OR MARK THE SITE PLAN ABOVE TO SHOW ALL ADJOINING PROPERTY OWNERS. LIST ALL NAMES AND ADDRESSES OF REQUIRED PARTIES TO RECEIVE NOTICE ON PAGE 4 OF THIS APPLICATION. USE PAGES 5 AND 6, NOTICE OF EXCEPTION TO AFFECTED PARTIES, AS THE INSTRUMENT OF NOTICE.

Stationary Installations Only:

- I have attached: 1.  Land abstract of surrounding properties AND original certified  
*Check applicable* mail return receipt(s) for each notice sent.  
*box(es)* 2.  Expanded site plan showing surrounding properties and original  
certified mail return receipt(s) for each notice sent.

NOTE: ANY ATTACHED MATERIAL TO BE CONSIDERED MUST BE FILED WITH AN AFFIDAVIT SIGNED BY A PERSON HAVING PERSONAL KNOWLEDGE THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT.

Names and addresses of parties that were mailed copies of this request.

1.	_____		
	Name of person or entity		
	_____		
	Mailing address	City, State	Zip Code
2.	_____		
	Name of person or entity		
	_____		
	Mailing address	City, State	Zip Code
3.	_____		
	Name of person or entity		
	_____		
	Mailing address	City, State	Zip Code
4.	_____		
	Name of person or entity		
	_____		
	Mailing address	City, State	Zip Code
5.	_____		
	Name of person or entity		
	_____		
	Mailing address	City, State	Zip Code

ADDITIONAL COMMENTS:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The applicant must make a credible case the exception in particular is necessary and an exception, if granted, would not impair or tend to impair the health, safety and welfare of general public. Photographs and other documentation may be submitted or requested by LP-Gas Operations if necessary to clarify the applicant's intentions toward this purpose.

I certify all the person(s) named above have been sent a copy of CNG Form 1025, with their contact information listed on page 5, by certified mail, return receipt requested. I understand that should the exception be granted, I may be required to file a CNG Form 1500, Application to Install CNG Facility (Aggregate Capacity Greater than 240 Standard Cubic Feet Water Volume); CNG Form 1500A, Notice of Proposed Compressed Natural Gas Installation; or CNG Form 1501, Completion Report for CNG Commercial Installations of 240 Standard Cubic Feet Water Volume or Less. Any non-compliance with the regulations could result in my company being subjected to administrative enforcement proceedings and/or administrative penalties under Chapter 113, Texas Natural Resources Code.

I declare under penalties in Section 91.143, Texas Natural Resources Code, I am authorized to make this application; it was prepared by me or under my supervision and direction, and the date and facts stated herein are true, correct and complete to the best of my knowledge. I also understand the Alternative Energy Division must be notified of any changes to this application as soon as possible which may necessitate re-notification of adjoining property owners as required by Section 13.35 of the *Regulations for Compressed Natural Gas*.

\_\_\_\_\_  
(Printed name of Applicant or Applicant's Representative)

\_\_\_\_\_  
(Authorized signature of Applicant or Applicant's Representative)

\_\_\_\_\_  
(Date)

**NOTICE OF EXCEPTION TO AFFECTED PARTIES**

TO:

\_\_\_\_\_  
(Name of person or entity to receive notice.)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City) (State) (Zip Code)

**NOTICE**

You have been notified as a person or governmental entity entitled to notice of an application for exception to the *Regulations for Compressed Natural Gas* of the Railroad Commission of Texas, Alternative Energy Division, and are hereby given notice that

\_\_\_\_\_  
(Full name of applicant or person requesting exception)

of \_\_\_\_\_  
(Address) (City) (State) (Zip code)

has requested exception(s) to Section(s)

\_\_\_\_\_  
(Regulation Reference(s))

of the *Regulations for Compressed Natural Gas*. The exception if granted, is located at:

\_\_\_\_\_  
(Street address or other accurate description of property)

\_\_\_\_\_  
(City) (State) (Zip Code)

THE FOLLOWING SPACE IS TO BE USED BY THE PARTY WHICH RECEIVED NOTICE

I \_\_\_\_\_, as an affected party have been served notice and have received a copy of CNG Form 1025, application and notice of exception to the *Regulations for Compressed Natural Gas*.

**I Object/Do Not Object** (*Circle One*) to the exception requested. If you object, your objections must be filed with the Alternative Energy Division in writing within 18 days of the date the application was mailed. Any questions about this procedure or the particular exception requested must be sent to the Alternative Energy Division. You may request a copy of the complete application on file with the section. A hearing will be held when the Railroad Commission of Texas receives proper objections. You may use Page 6 of this form or a separate sheet of paper to list and explain any reasons for objection. I have read and understand the notice herein.

\_\_\_\_\_  
(Printed name of affected party)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of affected party)

\_\_\_\_\_  
(A/C) (Telephone No.)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City) State Zip Code

