

Major Encroachment Application



**DEVELOPMENT
SERVICES
DEPARTMENT**

Submit to: Encroachment@raleighnc.gov | 1 Exchange Plaza, Suite 300 | Raleigh, NC 27602

FOR OFFICE USE ONLY	RECEIVED DATE	TRANSACTION		
APPLICANT INFORMATION				
Owner:		Submittal Date:		
Address:		Zip Code:		
Email:		Phone:		
Project Contact Person:				
Email:		Phone:		
Development Plan Name:			Development Plan Number:	
ENCROACHMENT INFORMATION				
Type of Encroachment (check all that apply)				
Building Elements (Examples: Balconies, Doors)	<input type="checkbox"/>	Telecommunication Devices (Examples: Aerial and Underground lines, Towers)	<input type="checkbox"/>	<input type="checkbox"/>
Streetscape Furnishings (Examples: Benches, Bike racks)	<input type="checkbox"/>	Utilities (Examples: Stormwater devices, Grease traps, Monitoring wells)	<input type="checkbox"/>	<input type="checkbox"/>
Landscaping (Examples: Right-of-way plantings, Irrigation lines)	<input type="checkbox"/>	Legalizing an existing encroachment	<input type="checkbox"/>	<input type="checkbox"/>
Hardscape (Examples: Pavers, Fences, Walls)	<input type="checkbox"/>	Miscellaneous	<input type="checkbox"/>	<input type="checkbox"/>
Address of proposed encroachment (If linear project, provide starting point address)				
Description of proposed encroachment:				
If this is a small cell tower, provide coordinates (Lat/Long or x/y):				
If this is a linear project, provide total distance of installation (in linear feet):				
TO BE COMPLETED BY APPLICANT				
The following items are required to process a MAJOR ENCROACHMENT		YES	NO	N/A
An Encroachment Pre-Submittal review of the plans has been conducted				
The Major Encroachment Application filled out and signed				
I have read and understand the requirements of Resolution 1996-153				
Electronic Copy of detailed plans has been submitted in pdf format				
I understand that payment must be provided to the Development Services –Customer Service Center prior to processing the Application and Plans				
I understand that additional permits may be required after City Council approval. Please contact Encroachment@raleighnc.gov with questions.				
I understand that it is the applicant’s responsibility to maintain minimum insurance for the approved encroachment in accordance with Covenant 6 of the Major Encroachment Resolution 1996-153 .				

SIGNATURE _____

DATE _____