

Major Encroachment Application



Major Encroachment Applications must be submitted using the [City of Raleigh's Permit and Development Portal](#)

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)		Telecommunication Devices (Examples: Aerial and Underground lines, Towers)		
Streetscape Furnishings (Examples: Benches, Bike racks)		Utilities (Examples: Stormwater devices, Grease traps, Monitoring wells)		
Landscaping (Examples: Right-of-way plantings, Irrigation lines)		Legalizing an existing encroachment		
Hardscape (Examples: Pavers, Fences, Walls)		Miscellaneous		
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 Rightofwaysevices@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