



Construction on Town Right-Of-Way

PERMIT VOID IF WORK NOT BEGUN WITHIN 30 DAYS OF APPROVAL

Call Before you Dig - NC811---800.632.4949

Site Address: _____

Applicant Information

Name: _____

Address: _____

Phone #: _____

Email: _____

Property Owner

Name: _____

Address: _____

Phone #: _____

Email: _____

Contractor Information

Name: _____

Address: _____

Phone #: _____

Email: _____

DESCRIPTION OF WORK (check all that apply)

- Checkboxes for Pavement Cut Driveway, Storm Drainage, Tree Removal in R/W, Sidewalk, Driveway Pipe Installation by Town of Southern Pines, and Other.

Description: Please attach a separate lot drawing depicting the location of the proposed driveway, structures, and any trees proposed to be removed within the Town right-of-way. Please include dimensions of driveway and dimensional distances from site features such as property lines, structures, specific trees or other improvements.

*Note: Applicant shall physically mark the driveway location on the lot using paint, flags, stakes, or similar prior to submitting this form for review. Please provide picture documentation of the marked locations with this form.

Applicant Signature: _____

Date: _____

Approved By: _____

Date: _____

APPLICANT SHALL CONTACT THE TOWN TO PERFORM A DRIVEWAY INSPECTION PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY. FAILURE TO ARRANGE AN INSPECTION FROM THE TOWN MAY RESULT IN REINSTALLATION OF THE DRIVEWAY AT THE SOLE RESPONSIBILITY OF THE APPLICANT.

INITIAL INSPECTION APPROVALS

Date of Initial Inspection Request: _____

Date of Initial Inspection: _____ By: _____

Comments:

- | | |
|---|--|
| <input type="checkbox"/> Driveway Pipe Required ; See APP. B of the UDO | <input type="checkbox"/> Tree Removal Permit Required |
| <input type="checkbox"/> No Pipe Required | <input type="checkbox"/> Install Per Approved Site Plan |
| <input type="checkbox"/> NCDOT Road, Contact NCDOT at 910-944-7621 | <input type="checkbox"/> Invoice Paid |
| <input type="checkbox"/> Private Road, Contact owner of road for approval | <input type="checkbox"/> Install 6" Thick Sidewalk through Drive |

FINAL INSPECTION APPROVALS

Date of Final Inspection Request: _____

Date of Final Inspection: _____ By: _____

Comments:

- | | |
|---|---|
| <input type="checkbox"/> Installed Per Approved Plans | <input type="checkbox"/> Re-inspection Required |
| <input type="checkbox"/> Installed Incorrectly, Reinstall per Plans | |

THE PROPERTY OWNER ACCEPTS RESPONSIBILITY FOR ANY REPAIR OR REPLACEMENT OF NEW INFRASTRUCTURE FOR ONE YEAR FROM THE DATE OF THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY. FAILURE TO REPAIR DAMAGE WITH 30 DAYS OF TOWN NOTICE OF A NECESSARY REPAIR MAY RESULT IN THE TOWN CORRECTING THE WORK AND THEN BILLING THE PROPERTY OWNER FOR SUCH WORK.