



Town of Pineville · P.O. Box 249 · Pineville, NC 28134
 Office = (704) 889-7467 · Fax = (704) 889-2293
 Attn: Chip Hill, Public Works Director

Access Easement Permit Application

Permit# _____		
Job Status (Circle): Property Owner Developer Donated Project Public Utility Contract CMUD Installed		
Applicant(s) Information		
Name:	Title:	Phone:
On Site Contact:	Title:	Phone:
Contractor Information		
Contract Company:		Billing Address:
Office Phone:	Fax:	Emergency Phone:
Additional Contact:		Additional Phone:
Warranty Information		
Will project be under warranty? Yes No	Date Warranty Begins: _____	Duration(Years): 1 2 3 Other: _____
Warranty Contact:		Warranty Phone:
Estimated Project Dates		
Start Date:	Completion Date:	Duration(Circle): __ Day(s) Weeks Months
Utility Work For		
Circle: Water Sewer Bellsouth Duke PNG Time Warner AT&T Alltel Other:		
Type of Work		
(Circle All That Apply) Street Cut: Asphalt · Concrete Curb: Standard · Valley · Vertical SW: Monolithic · Ramp · Median DW: 6" 8" 12"		
Will any digging be involved? If yes, please explain: _____		
Will there be any temporary patches or plates used? Yes No (Call for Regulations)		
Utility Contacts		
Project Manager:		Phone:
Company:	Inspector:	Phone:
Job Description		
Job Location(s)		
Address:		Job#:
Cross Streets:		Landmarks:
Address:		Job#:
Cross Streets:		Landmarks:
Encroachments		
Yes: Encroachment #:	No: Referred To:	Date:
Materials Testing		
Yes: Firm: _____	(Circle): No None Planned	
Type of Testing: _____	Results: Pass Fail	Results Available: Yes No Attached @ Completion: Yes No
Signature		
Contractor has received notice as to what procedures are and what is expected. Yes No Date: _____ The information provided on this form is true and correct to the best of my knowledge, and free from fraud and misrepresentation.		
Signature: _____		Date: _____

REQUIREMENTS

1. Permit required for commercial and residential construction
2. Permit required for digging, right of ways, sidewalks, driveways, and curbs
3. Must submit site plans (trees, concrete, paving, shrubs, etc...) each time you dig
4. Permit must be requested 24 hours in advance
5. Must get a permit each time you dig
6. Application must specifically state where you will be digging.
7. Application must specifically state who will be digging.

FEES

Administrative Fee: _____

Street Cut Fee: _____

Misc. Fee: _____

Total: _____

Please show location or provide diagram below or on the back. Any questions, comments, or concerns please contact:
Chip Hill, Public Works Dept., (704) 651-3339 · chip.hill@pinevilledsl.net

(diagram here)