



ENGINEERING SERVICES DEPARTMENT

CITY OF LEXINGTON

NORTH CAROLINA

(336) 248-3970

PERMIT #: _____

OFFICIAL USE ONLY

RIGHT-OF-WAY ENCROACHMENT PERMIT APPLICATION

Completed application, site plan, drawings, all supplemental information, and fees are required at the time of submittal. Information will be verified and used in development of a legal agreement between the applicant and the City of Lexington.

REASON FOR ENCROACHMENT

Description: _____

SITE LOCATION AND DESCRIPTION

Site Address: _____ PIN #: _____

Owner Name(s): _____

APPLICANT INFORMATION

Applicant Name: _____

Mailing Address: _____ State: _____ Zip: _____

Phone: _____ Email: _____

SPECIFICATIONS OF ENCROACHMENT

Encroachment Start Date: _____ Approximate Duration: _____ Days

Area Characteristics (check all that apply)

- Commercial Heavy Vehicle Traffic Heavy/Light Concentration of Children
- Residential Heavy Pedestrian Traffic Other: _____

Will the encroachment entail:

1. Cutting, removing and/or replacing sidewalk, pavement, driveways, etc at any point? Yes No
If yes, Area removed: _____ Area Replaced: _____
2. Installing any structure, sign, landscaping, etc? Yes No
If yes, Description and Location: _____
Height: _____ Width: _____ Length: _____
3. Installing or removing Storm Drainage infrastructure such as pipe, structures, and/or culverts? Yes No
If yes, Feet of pipe or culvert to be Removed: _____ Installed: _____ Size (inches): _____
Number of Structures to be Removed: _____ Installed: _____ Structure Type: _____
4. Closing a road, lane, shoulder, sidewalk, etc? Yes No
If Yes, Start Date of Closure _____ End Date of Closure _____
5. Blocking regulatory signs, crosswalks, intersections, or cause site visibility problems? Yes No
6. Interfering with pedestrian (6' pedestrian zone) or vehicular passage or safety? Yes No
7. Obstructing Police or Fire Departments in responding to service calls? Yes No
8. The removal of trees within the public right-of-way? Yes No
9. Being located in the exit pattern of a building? Yes No
10. Working within 5ft of one or more utilities (electric, gas, sewer, water, storm drainage, etc)? Yes No
If Yes, which utilities? _____

Attach a site plan showing the proposed infrastructure to be installed, removed, etc. For road closures, also attach a detour plan showing the alternate route of vehicular and/or pedestrian traffic.

NOTES AND ACKNOWLEDGEMENTS:

- If changes to existing storm drainage or new infrastructure being installed will be within the scope of work during the encroachment, calculations and plans sealed and signed by a licensed professional will be required.
- All proposed infrastructure must conform with the Lexington Infrastructure Development Standards (LIDS) Manual. Failure to construct per Lexington Standard will result in the revocation of this permit and the issuance of a Notice of Violation which may incur fines.
- The Applicant, Owner, or Contractor must contact the Engineering Services Department at least 48 hours prior to any construction activities at 336-248-3970. Beginning construction without notifying the Engineering Services Department will result in the revocation of this permit and the issuance of a Stop-Work Order and/or a Notice of Violation which may incur fines.

The applicant's signature below signifies that they have read and acknowledge all of the above information and that any significant deviation from the plan submitted or information provided will result in a stop-work order and the revocation of this permit.

Applicant Signature: _____ Date: _____

Official Use Only

Approved:

Denied:

City Engineer or Designee: _____ Date: _____