

# TOWN of CARY

## WATER SYSTEM EXTENSION PERMIT APPLICATION

**INSTRUCTIONS:** Indicate that you have included the following list of required application package items by signing your initials in the space provided next to each item. Failure to submit all required items will lead to additional processing and review time for the permit application.

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### ALL PROJECTS

- \_\_\_\_\_ **A. Application Form** – Submit one electronic (PDF) copy of the completed and appropriately executed application form as indicated in step D. The application form shall be signed as follows:
- (1) in the case of a corporation, by a principal executive officer of at least the level of vice-president, or his duly authorized representative;
  - (2) in the case of a partnership, by a general partner, and in the case of a limited partnership, by a general partner;
  - (3) in the case of a sole proprietorship, by the proprietor;
  - (4) in the case of a municipal, state, or other public entity by either a principal executive officer, ranking elected official, or other duly authorized employee.

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### PROJECTS SUBMITTED VIA TOWN OF CARY SITE PLAN REVIEW

**B. Detailed Plans** – Utility Extension plans are submitted via the Town of Cary site plan review process. No additional copies are required. These plans shall conform to the most recent versions of the Town of Cary Standard Specifications. Plans shall be signed, sealed, and dated by a North Carolina licensed Professional Engineer.

& **Application Fee** - The fee for projects permitted via the Town of Cary Site Plan Review process will be \$150/each permit. This fee will be collected during the ITD review process prior to project approval.

Note: Phased Plans may require multiple permits.

. **Application Submittal** - Submit application and all supporting documents as indicated during the site plan review process

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### PROJECTS SUBMITTED VIA TOWN OF MORRISVILLE SITE PLAN REVIEW

\_\_\_\_\_ **B. Detailed Plans** - Submit three sets of plans plus one electronic copy in PDF format, bearing completed site plan approval block (PDF files should be labeled by sheet name and number). Plans shall conform to the most recent versions of the Town of Cary Standard Specifications. Plans shall be signed, sealed, and dated by a North Carolina licensed Professional Engineer.

\_\_\_\_\_ **C. Application Fee** - For projects submitted via the Town of Morrisville plan review process, submit a check in the amount of \$150 made payable to Town of Cary with the application.

\_\_\_\_\_ **D. Application Submittal** - After obtaining Town of Morrisville construction plan approval, submit application, fees, and all supporting documents to the following address:

***Town of Cary Development Services Department  
316 N. Academy Street  
P.O. Box 8005  
Cary, NC 27512-8005  
(919) 469-4046  
www.townofcary.org***

**Permit Number:** \_\_\_\_\_ (to be completed by TOC)

**I. GENERAL INFORMATION:**

1. Applicant's name and complete address (name of the corporation, individual, etc.):

\_\_\_\_\_  
\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone number: ( \_\_\_\_\_ ) \_\_\_\_\_ Email Address: \_\_\_\_\_

2. Owner's or signing official's name and title (if different than applicant):

\_\_\_\_\_

3. Project name (name of the subdivision, facility or establishment, etc.):

\_\_\_\_\_

4. Project Site Plan Number: \_\_\_\_\_

5. Name and complete address of engineering firm:

\_\_\_\_\_  
\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone number: ( \_\_\_\_\_ ) \_\_\_\_\_ Email Address: \_\_\_\_\_

6. Name and affiliation of contact person who can answer questions about application:

\_\_\_\_\_

**II. DESIGN INFORMATION:**

Total Design Flow (average daily): \_\_\_\_\_ gpd @ \_\_\_\_\_ gpd/capita or \_\_\_\_\_ gpd/sf

List all proposed public water lines:

\_\_\_\_\_ linear feet of \_\_\_\_\_ inch

**Professional Engineer's Certification:**

I, \_\_\_\_\_, attest that this application for \_\_\_\_\_ has been reviewed by me and is accurate and complete to the best of my knowledge. I attest that to the best of my knowledge the proposed design has been prepared in accordance with the applicable regulations, and meets the requirements of Policy Statement 129. Although certain portions of this submittal package may have been developed by other professionals, inclusion of these materials under my signature and seal signifies that I have reviewed this material and have judged it to be consistent with the proposed design. I understand that if any offsite easements are required for the water line extension installation as shown on the plans, this extension permit is not valid without legal proof of that easement acquisition.

North Carolina Professional Engineer's Registration No. \_\_\_\_\_

Print Name of Engineer: \_\_\_\_\_

Seal and Signature (specify date):

**APPLICANT'S CERTIFICATION:**

I, \_\_\_\_\_, attest that this application for \_\_\_\_\_ has been reviewed by me and is accurate and complete to the best of my knowledge. I understand that if all required parts of this application are not completed and that if all required supporting information and attachments are not included, this application package will be returned as incomplete. I understand that if any offsite easements are required for the sewer line extension installation as shown on the plans, this extension permit is not valid without legal proof of that easement acquisition. Furthermore, I certify that upon complete installation of such works and TOC approval, the project shall be dedicated to the Town of Cary.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**APPROVAL:**

The permit cited in the foregoing application is hereby approved insofar as the protection of public health is concerned as provided in the regulations, standards and criteria adopted under the authority of Chapter 36, Article II Water and Sewer Extensions, Section 36-37 of the Code of Ordinances for the Town of Cary, with the following provisions:

The official copies of plans accompanying this application have been sealed and stamped with the serial number of this application \_\_\_\_\_. Only such plans are included in this permit approval and any erasures, additions or alterations of the proposed improvements will make such approval null and void. This permit shall be effective from the date of issuance until rescinded or shall expire one (1) year from the date of issuance if construction of the permitted improvements has not been initiated.

**DATE** \_\_\_\_\_ **APPROVED BY** \_\_\_\_\_