



## WATER SYSTEM PERMIT APPLICATION

### Applicability

- As a part of this project public water main is being extended or abandoned
- As a part of this project new service taps are proposed
- As a part of this project new fire hydrants or fire services are proposed

If all the above are non-applicable AND only a replacement meter or replacement of private service is proposed:  
**STOP HERE AND CONTACT INSPECTIONS AND PERMITS AT (919) 469-4046**

### Instructions

Indicate that you have included the following list of required application package items by checking 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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- A. Application Form** – Submit one electronic (PDF) copy of the completed and appropriately executed application form as indicated in step C. 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 their duly authorized representative;
  2. in the case of a partnership or limited partnership, by a general partner;
  3. in the case of a sole proprietorship, by the proprietor;
  4. in the case of a municipality, state agency, or other public entity, by either a principal executive officer, ranking elected official, or other duly authorized employee.
- B. Detailed Plans** – Utility plans are submitted via the plan review process. No additional copies are required. Plans shall conform to the most recent version of the Town of Cary Standard Specifications, Town of Cary Water Distribution System Master Plan, and all other applicable regulations. Plans shall be signed, sealed, and dated by a North Carolina licensed Professional Engineer.
- C. Application Submittal** - Submit application and all supporting documents as indicated during the plan review process.
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**Application Fee** - The fee for projects permitted via the plan review process will be collected prior to project approval. Note: phased plans shall require multiple permits.

**Permit Number:** \_\_\_\_\_ (to be completed by Town of Cary)

**Applicant Information**

Applicant Name:		
Applicant Address:		
City:	State:	Zip:
Telephone Number: ( )	Email:	
Owner's or signing official's name and title (if different than applicant):		

**Project Information**

Project Name (name of subdivision, facility, or establishment, etc.):
Project Site Plan Number (Cary, Morrisville, or NCDOT Assigned):

**Engineering Firm Information**

Engineering Firm Name:		
Engineering Firm Address:		
City:	State:	Zip:
Telephone Number: ( )	Email:	
Name and affiliation of contact person who can answer questions about application:		

**Permit Information**

Project is:	<input type="checkbox"/> New	<input type="checkbox"/> Modification
If this application is being submitted as a result of a modification to an existing permit, provide information below:		
Existing Permit Number:	Issuance Date:	

**Design Information**

Brief project description:

**Summary of Public Water Main to be Permitted**

Diameter (Inches)	Length (Linear Feet)	Material

**Water Main Design Criteria**

Do the subject water lines comply with the most recent versions of the Town of Cary Standard Specifications and Town of Cary Water Distribution System Master Plan? (Note separation distances and cross connection control requirements of the Town of Cary Standard Specifications.)

<input type="checkbox"/> Yes	<input type="checkbox"/> No. If no, please identify variances and explain below

**Other Permits/Certifications**

Have the following permits/certifications been received or submitted for approval? If yes, indicate date received or submitted. If no, please explain
Wetland/Stream Crossing – General Permit or 401 Certification:
Sedimentation and Erosion Control Plan:
Stormwater:

**CERTIFICATIONS**

**Professional Engineer's Certification:**

I, \_\_\_\_\_, attest that this application for \_\_\_\_\_ has been reviewed by me and is accurate, complete, and consistent with the information in the engineering plans, calculations, and all other supporting documentation to the best of my knowledge. I further attest that to the best of my knowledge the proposed design has been prepared in accordance with the applicable regulations, including the most recent versions of the Town of Cary Standard Specifications and Town of Cary Water Distribution System Master Plan. 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 installation of the water system improvements as shown on the plans, this permit is not valid without legal proof of that easement acquisition.

**North Carolina Professional Engineer's seal, signature, and 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 installation of the water system improvements as shown on the plans, this permit is not valid without legal proof of that easement acquisition. Furthermore, I certify that upon complete installation of the water system improvements permitted through this application form, and Town of Cary approval, the water system infrastructure shall be dedicated to the Town of Cary.

Signature:	Date:
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**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 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 water system improvements will make such approval null and void. This permit shall be effective from the date of site plan approval or as dated below. This permit shall expire one (1) year from the date of site plan approval if the permitted improvements have not been initiated.

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