



TOWN of CARY

Inspections & Permits Department
316 North Academy Street
Cary, NC 27513
(919) 469-4046 Fax: (919) 462-3840
Email: BuildingSafety@townofcary.org
www.townofcary.org

POTABLE IRRIGATION PLAN SUBMITTAL CHECKLIST

Application # _____ - _____

Please complete this form and return it to the Inspections and Permits Department along with 4 sets of irrigation plans, Irrigation Permit Application, Water and Sewer Service Application, and the Minor Encroachment Agreement.

PROPERTY INFORMATION

Project Address _____

Property Owner _____

SUBMITTAL CHECKLIST

Checking the boxes indicates your irrigation plan meets these requirements.

- System must be shown on site plan showing house or building and all right of ways and easements
- Plans shall not exceed maximum scale of 1" = 30'
- Plans shall include designer's name, address and phone number
- Location of water supply (meter, well, or on-site pump)
- Location of all heads, type of head, and sprinkler throw pattern and spacing
- Location of backflow prevention device; Must be within 5 ft of meter. Prior approval is required from Town of Cary Water Distribution System Operator for any other location.
- Location of Rain Sensor and Control Box
- Statement on plans stating that precipitation rate is less than infiltration rate, or how runoff will be limited
- Show check valves on any heads located on steep slopes
- Label zones by number and identify as grass, shrub, or flower bed
- Show total square footage by zone as well as for entire system
- Show method of pressure regulation, if needed

Staff will review plans within 3 business days. If you have any questions regarding plan requirements, please contact us at (919) 469-4030.

APPLICANT VERIFICATION

I hereby certify that the information provided is complete and accurate, and that any incomplete or missing information may result in the application being returned without review.

Applicant Name (print)

Applicant Signature

Date

Email _____ Phone () _____



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IRRIGATION

(RESIDENTIAL & COMMERCIAL)
 APPLICATION FOR PERMIT

Application # _____ - _____

PROPERTY INFORMATION

Project Address _____ Suite _____ City _____ ZIP _____

Subdivision _____ Lot No. _____ County: Wake County Chatham County

Property Owner _____ Primary phone _____

Address _____ Suite _____ Secondary phone _____

City _____ State _____ ZIP _____ Owner Email _____

Applicant _____ Primary phone _____

Address _____ Suite _____ Secondary phone _____

City _____ State _____ ZIP _____ Fax number _____

Project Contact Person _____ Applicant Email _____

SYSTEM INFORMATION (Please check all that apply)

New Installation Addition/Alteration to Previously Approved System RPZ Repair/Replacement
 Residential Irrigation Commercial Irrigation Hose Bibb Only Cistern Installation
 Total Proposed Irrigated Sq. Ft: _____ Total Estimated Cost \$ _____ Well Permit # _____

Description of work _____

UTILITY INFORMATION

Water	<input type="checkbox"/> Cary <input type="checkbox"/> Private(well)	<input type="checkbox"/> New water and/or new sewer service is requested. A <u>Water and Sewer Service Application</u> detailing the scope has been provided with this application.
Sewer	<input type="checkbox"/> Cary <input type="checkbox"/> Private (septic)	

Electric Duke Progress² Town of Apex²

- Notes: 1. Installation of a new well requires additional Site/Subdivision Plan approval and County Health Department approval
 2. First time customers MUST apply with the appropriate agency checked above to set up an account

PROPERTY OWNER'S STATEMENT

Property Owner's Statement

I hereby certify that I have the authority to make the necessary application; that all information in this application is correct and all work will comply with the State Building Code and all other applicable State and local laws and ordinances and regulations or private building restrictions, if any, which may be imposed by deed. The Inspection & Permits Department will be notified of any changes in the approved plans and specifications for the project herein prior to implementation. Fees will be calculated by staff based on applicant information provided at the time of building permit application review. Please see the Department's Fees Estimation Guide for more information.

Check one of the following boxes:

- This permit application is for new work This permit application is to legalize work performed without a permit, inspections or approvals. I understand that this work must conform to the current code in effect and all work done without a permit must be exposed so the work can be visually inspected by the code enforcement official.

Property Owner/Agent (print) _____ Signature _____ Date _____

CONTRACTOR INFORMATION

IRRIGATION

Contractor (Company Name) _____ Phone _____
Address _____ City _____ State _____ ZIP _____
Email _____ Fax _____ Construction Cost (contract amount) \$ _____
Contact Person _____
NC License Number _____

PLUMBING

Contractor (Company Name) _____ Phone _____
Address _____ City _____ State _____ ZIP _____
Email _____ Fax _____ Construction Cost (contract amount) \$ _____
Contact Person _____
NC License Number _____

ELECTRICAL

Contractor (Company Name) _____ Phone _____
Address _____ City _____ State _____ ZIP _____
Email _____ Fax _____ Construction Cost (contract amount) \$ _____
Contact Person _____
NC License Number _____



Development Services
 316 North Academy Street
 Cary, NC 27513
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WATER & SEWER SERVICE APPLICATION

TOC Application/Permit # _____ - _____

Cary	Morrisville	Wake County
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TOWN OF CARY

Please complete this form if requesting new or additional Town of Cary water and/or sewer services. This form is required in addition to any building permits already submitted for this address.

LOCATION INFORMATION

Owner Name _____
 Location Address _____ City _____ ZIP _____
 Subdivision _____ Lot No. _____

Project Contact _____
 Phone _____ Email _____

Type of building
 Single Family Residential (please specify): Detached Townhome Total Area Under Roof _____ Sq Ft
 Non-Residential & Multi Family (all businesses, plus apartments and condominiums) _____ Sq Ft

BILLING INFORMATION

Account Holder/Responsible Party _____
 Mailing Address _____ City _____ ZIP _____
 Phone _____ Alt Phone _____ Email _____

WATER SERVICES REQUESTED

Is water service requested? Yes No (If yes, please complete the remainder of this section)
Use or service type: Domestic Irrigation Cooling Tower Toilets Only Back up
Water type: Potable Reclaimed Total Irrigation Area _____ Sq.Ft.

Water Meter Only: Meter size: _____ inches
Full Tap for new water service: Tap size: _____ inches, with Meter size: _____ inches
Split Tap from existing water service:
 Tap size: _____ inches, with Meter size: _____ inches (existing water service line size: _____ inches)

Additional Services (in conjunction with water tap):
 Curb Cut Sidewalk Cut Street Cut Bore Well House
 Other _____
 Services not shown above may be necessary depending upon the actual location of utilities and/or work performed by the Town of Cary.

SEWER SERVICES REQUESTED

Is sewer service requested? Yes No (If yes, please complete the remainder of this section)
Existing Sewer Tap: size _____ inches **Town to Make Sewer Tap:** size _____ inches
 1" Meter Only for Sewer Service (for customers not connecting to Town of Cary water)

Additional Services (in conjunction with sewer tap):
 Curb Cut Sidewalk Cut Street Cut Bore Other _____
 Services not shown above may be necessary depending upon the actual location of utilities and/or work performed by the Town of Cary.

TO BE COMPLETED BY MORRISVILLE OR WAKE COUNTY STAFF

Permit Number _____ Verified by Morrisville/Wake County _____

TO BE COMPLETED BY TOWN OF CARY STAFF

Customer ID _____ Location ID _____ Cycle _____

STREET NAME: _____

TOWN OF CARY
AND

MINOR ENCROACHMENT AGREEMENT
RIGHT OF WAY OR EASEMENT AREA
FOR IRRIGATION, FENCE and LANDSCAPING

(Property Owner)

(Property Owner)

This Encroachment Agreement is made this the ____ day of _____, 2017, by and between the Town of Cary (“Town”) and _____ the Property Owner (“Applicant”) of adjacent property located at _____ [insert street address].

WITNESSETH:

WHEREAS, Applicant submitted an application for permission to encroach on certain public street and/or street right(s) of way (hereinafter “Public Streets”) under Town’s jurisdiction or on other easements of the Town (hereinafter “Town Easement”) for the installation of _____ [irrigation fixtures] [fencing] [landscape plants and materials] that will benefit Applicant’s adjacent property; and

WHEREAS, based on Applicant’s submittals, such proposed encroachment will not substantially impair or hinder the use of the Public Streets as a way of passage nor will it impair use of Town Easements for their intended purpose; and

WHEREAS, Town is willing to exercise its authority in accordance with N.C.G.S. 160A-265, 160A-296 and the Town of Cary Code of Ordinances to permit the Applicant to encroach on the Public Streets or Town Easement where Applicant owns the underlying fee for the purposes of installing and maintaining a _____ [irrigation system fixtures] [fencing] [landscape plants and materials] as further described below.

NOW, THEREFORE, subject to the requirements set forth herein, the parties agree as follows:

1. Permission to Encroach. The Town hereby grants the Applicant non-exclusive, revocable permission to encroach over Public Streets located at _____ or Town Easements located at _____, for the purpose of construction and/or erection and maintenance of _____ [irrigation system fixtures] [fencing] [landscape plants and materials] (“Facilities”), all as more particularly described in the attached plan, attached hereto as **Exhibit A** and incorporated herein by reference, subject to the lawfully imposed terms and conditions set forth in Town of Cary Code of Ordinances, Chapter 28, Article VI (the “Code Conditions”) and those stated below (the “Permission”). The installation, operation and maintenance of the Facilities are sometimes referred to herein as the “Work.” Applicant understands and agrees that, notwithstanding any language in this Agreement to the contrary, Town grants Permission only to the extent authorized by law and the terms of the conveyance of the right-of-way, easement, or other property interest to Town.

2. The Applicant’s Obligations. In addition to requirements set forth in the Code Conditions, the Applicant and its contractors, agents, successors and permitted assigns shall:

- (a) install, operate and maintain the Facilities at Applicant’s sole cost and expense in accordance with all applicable state and local laws, rules and regulations including Code Conditions, as such may be amended from time to time, and other Town policies and otherwise in such a safe and proper condition that installation, operation and maintenance of Facilities will not endanger or otherwise interfere (i) with use of a Public Street as a way of passage, (ii) with traffic on any Public Street, (iii) with the maintenance of any Public Street, (iv) with operation or maintenance of any other Town-owned infrastructure located within or adjacent to the Public Street, including but not limited to underground fiber and water, sewer, or reclaimed water lines, (v) with operation or maintenance of any other infrastructure or equipment located within the Public Street, so long as such infrastructure or equipment is lawfully present within the Public Street, or (vi) with use, operation, or maintenance of any Town Easement;

(b) promptly repair any damage to the Public Streets, all Town-owned infrastructure, facilities, or structures, and all other areas disturbed during installation and maintenance of the Facilities, including but not limited to pavement, sidewalk, curb and gutter, drainage systems, signs, pavement markings, underground fiber, and water, sewer, or reclaimed water lines, and shall restore to the condition existing prior to Applicant's disturbance, re-establishing grass cover with seeding and spreading of straw for finishing, all to the satisfaction of Town, which shall not be unreasonably withheld or delayed;

(c) exercise reasonable precaution during construction and maintenance of the Facilities to prevent soil erosion, silting or other pollution of any surface water or groundwater, and otherwise comply with all applicable rules and regulations, including Town's Erosion Control and Public Street Right(s)-of-Way Ordinances. Applicant is responsible for timely contacting NC One Call Center;

(d) reimburse Town for any costs or expenses of Town, reasonably incurred, for any repairs or maintenance to the Public Streets, any Town-owned infrastructure, facilities, structures, or other areas resulting from or related to the installation, operation, maintenance or existence of the Facilities, following receipt of invoices from the Town detailing those costs (and including supporting documentation evidencing them if available and requested by Applicant);

(e) promptly remove or alter Facilities at Applicant's sole cost and expense, at Town's request in the event that Town or its contractor need to conduct work in the relevant areas where the Facilities are in conflict with such work (as reasonably determined by the Town); and

(f) understand and agree that damage or destruction may occur to Facilities and other property of Applicant in the course of Town's operations and that Town has no obligation to protect Applicant, Applicant's property or Facilities or to minimize, mitigate or avoid any such damage;

(g) understand and agree that Permission is non-exclusive, that additional encroachments by others may be permitted in the Public Streets or Town Easement ("Third Party Encroachments"), and that Town is not liable for any damage to Facilities that arise from the installation, maintenance, or existence of Third Party Encroachments; and that any recourse for such damage must be from the Third Party Encroacher;

(h) release, waive, and discharge any legal rights to seek payment or relief of any kind from the Town, its officers, boards, commissions and employees, for any damages resulting from Third Party Encroachments;

(i) indemnify, defend and hold harmless the Town, its officers, boards, commissions, employees, and contractors from and against any and all damages, loss, costs, expense and claims and liabilities, including reasonable attorneys' fees and court costs, that arise from the installation, maintenance or existence of the Facilities, the restoration of the area disturbed by the installation, maintenance or existence of the Facilities, and Applicant's activities or items in the Public Streets or Town Easement; and

(j) comply with all applicable Federal, State, and local laws. Applicant, and all subcontractors, shall comply with Article 2, Chapter 64, of the North Carolina General Statutes. Applicant hereby certifies that Applicant, and all subcontractors, are not on the Iran Final Divestment List ("List") created by the North Carolina State Treasurer pursuant to N.C.G.S. 147-86.58. Applicant shall not utilize any subcontractor that is identified on the List.

3. Term. The term of this Agreement is the shorter of the life of Facilities or thirty (30) years. Either party may terminate this Agreement upon seven days written notice to the other party. Upon notice of termination for any reason, Applicant shall, within seven days of the notice, remove all Facilities and restore the right of way or easement. With Town's written consent, Applicant may abandon Facilities. Notwithstanding the foregoing, the grant of Permission to encroach shall become void, and this Agreement terminated, if the Applicant does not begin installation of the Facilities within one (1) year of the date of this Agreement (unless mutually agreed upon in writing by the parties) and thereafter diligently pursue installation to completion.

4. Other Requirements. This Agreement is further subject to the following conditions or requirements:

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- A. Applicant shall ensure that the Work does not disrupt, even temporarily, traffic flow on any Public Street, and has no impact to any paved or concrete surface.
 - B. Applicant binds itself, its successors, assigns and legal representatives to the terms of this Agreement. Applicant may subcontract the Work, provided that the Applicant shall be and remain responsible for the Work. Applicant agrees to inform any purchaser of property and Facilities of this Agreement.
 - C. In the event of conflict between the requirements of this Encroachment Agreement or the Code Conditions, the more restrictive requirement shall apply.

D. Applicant must comply with all relevant provisions of the Town of Cary Code of Ordinances, including but not limited to Sections 22-102 – 22-112 (“Noise”) and Section 36-1 (“Tampering with water or sewer systems-- Protection of systems on certain days”), as they may be amended from time to time. Section 36-1 prohibits performing “any excavation or other work adjacent to or near” the Town’s water or sewer system (including reclaimed water system) or the making “of any street or other repairs which might endanger said water or sewer system on any legal holidays of the town or on Saturdays or Sundays without prior written permission of the town manager.”

5. Notice. Notices to Applicant under this Agreement shall be sent to the address shown in the first paragraph hereof. Notices to Town under this Agreement shall be sent to the following address: 316 N. Academy Street, Cary, NC 27513, Attn: Director, Transportation and Facilities Department.

6. Recitals. The Recitals are incorporated herein.

7. Other. Neither party waives any rights it may have under applicable law with respect to the subject matter in this Agreement. There are no third party beneficiaries to this Agreement. Town may convert the signed original of this Agreement to an electronic record pursuant to an approved North Carolina Department of Cultural Resources procedure and process for converting paper records to electronic records for record retention purposes. Such electronic record of this Agreement shall be deemed for all purposes to be the original signed Agreement. The individual signing Agreement has the right and power to do so and bind Grantee to the obligations set forth herein and such individual does so warrant that he/she has such authority.

IN WITNESS WHEREOF, each of the parties has caused this Agreement to be executed in the day and year first above written.

PROPERTY OWNER: _____

NOTARY OR CORPORATE SEAL

Signature

Address

City, State, Zip

NOTARY OR CORPORATE SEAL

ATTEST OR WITNESS:

NORTH CAROLINA

COUNTY OF _____

I, _____, a notary public, do certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing agreement. Witness my hand and notarial seal this ____ day of _____, 20__.

Notary Public

My commission expires: _____

TOWN OF CARY APPROVAL

By: _____

DATE _____

Title

EXHIBIT A

PLAN