



CITY OF BURLINGTON
ENGINEERING DEPARTMENT

**Application for
Utility Request**

IMPORTANT

This completed application must be returned to the City of Burlington Engineering Department for processing:

Mail:
PO Box 1358
Burlington, NC 27216

Email:
Engineering@ci.burlington.nc.us
336-222-5050

Physical Address:
425 S. Lexington Avenue
Burlington, NC 27215

Applicant / Property Information
This section must be completed by the applicant

Property Location:		Property Owner / Applicant:	
		Contact Phone Number:	
		Contact Email:	
Alamance County Tax Parcel ID:			
Land Use Type:	Residential (Single Family / Duplex)	Residential (Multi- Family)	Non-Residential
Existing Service Renewal Requested	Water		Sewer
New Service Requested	Water Only	Sewer Only	*Sewer Only Service is allowed only when water is not available
	Irrigation	Water and Sewer	
Size Service Requested	Water:		Sewer:
Installed by City Forces		Installed by Private Utility Contractor	
<p>I, the undersigned, hereby certify that I am the legal owner of the above referenced property and hereby apply for Utility Service as specified under the terms of the City of Burlington Code of Ordinances, as applicable. I understand that if I choose to hire a private utility contractor, that contractor must be a licensed utility contractor and I will be responsible for completing a Right of Way Use Permit with the City of Burlington or a NCDOT encroachment as applicable.</p>			
Property Owner: _____			Date: _____

Comments / Notes



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ENGINEERING DEPARTMENT USE

Property Location	Inside the City	Inside ETJ	Outside ETJ
Size of Main to be Tapped	Water	Sewer	
SDF (see attached worksheet)	Water	Sewer	
Street Type	City	NCDOT	Private
If NCDOT - Indicate Encroachment	Blanket (Letter)	Two-Party	Three-Party
Construction Activity Letters sent to adjoining	Date Sent:	Date of Construction:	
Installation Means	Bore:	Open Cut:	
Engineering Comments:			
Date Released to Planning for Request outside the Corporate Limits			
Deed Book and Page Number of Annexation / Utility Agreement (by Planning)			
Date Approved and Released by ENGINEERING:	By:		

WATER & SEWER PIPE MAINTENANCE DIVISION USE

Stake(s) Installed	Yes	No	Underground conflicts notified		
Confirmation of Size of Main			Utility	Time	Date
Water			ULOCO #		
Sewer					
Approximate pipe footage required:					
Water	Cooper	D.I.	Comments:		
Sewer	Soil	D.I.			
Size of Bore (if needed)	Water:	Sewer:			
Possible Storm Sewer Conflict Should Be Investigated			Water	Sewer	
Meter Size:	Make:	Type:	No:		
Backflow Size:	Make:	Type:	RF No:		
All Work Completed:	By:				

WATER & SEWER BILLING DEPARTMENT

Date Received:	Account #:
Date Paid:	By:
Fees	
SDF (per attached worksheet)	
Tap Fees (work performed by City)	
Meters Fees (when work is performed by Private Utility Contractor)	
TOTAL FEES	
Date Completed:	