To submit this application electronically please email to planneroftheday@cityofec.com.
The application will not be processed until payment is received.
Mailing Address: PO Box 347 Elizabeth City, NC 27907

CITY OF ELIZABETH CITY
COMMUNITY DEVELOPMENT DEPARTMENT
A.P. Midgett Municipal Building
302 Colonial Avenue
P.O. Box 347
Elizabeth City, NC 27058
(252) 337-6672

SITE PLAN APPLICATION

Complete this application in compliance with Article IV of the Unified Development Ordinance. All development activity within the City of Elizabeth City planning jurisdiction requires site plan approval. Site Plan applications, requiring regular full-Technical Review Committee (TRC) review, are accepted for the following land development activities:

1. Multi-family residential developments (with or without a Conditional Use Permit);
2. Modifications to existing structures that exceed twenty-five percent (25%) of the gross floor area (GFA) of the existing building (*development in this category requires compliance with all applicable Ordinance regulations*); or
3. New nonresidential construction;

All other land development projects, other than those described above, may be facilitated through Administrative Site Plan or Subdivision application.

In order to ensure that the proposed site plan complies with City regulations, we recommend that the applicant review the City of Elizabeth City’s Unified Ordinance; specifically, Articles IX and XI. The Ordinance may be accessed at http://www.cityofec.com

**The Site Plan application fee is $500.00.** The application fee does not include the cost of building, zoning, sign, or special use permits, parcel subdivision or recombination. All fees are charged per application, and are non-refundable and non-transferrable once the application has been processed. Applications will not be processed unless fees have been paid in full.

Submit twenty-six (26) sets of site plans (folded, not rolled). Of the twenty-six sets, at least six (6) must be complete sets. The completed application must accompany the plans. Application responses must be typed. All responses must be legible and filled out completely; illegible and/or incomplete applications will be returned to the applicant. Site plans must be prepared and sealed by a NC Licensed Landscape Architect, Architect, Engineer or Surveyor. Failure to provide specific detailed or complete information will result in a delay and/or refusal of your application. Application documents are not accepted via facsimile. Submit application and supporting documents with fees to the City of Elizabeth City Planning Department via delivery or U.S. Mail.

October 2019
A pre-application meeting is required at least two weeks prior to submitting your application. Application deadlines are the first Friday of the month. Regular Technical Review Committee hearings are held the fourth Tuesday of each month. You will be notified of your scheduled hearing date and time. If necessary, the Zoning Administrator coordinating your plan review will contact you to request additional information in order to complete the plan evaluation. After the Committee has held a review hearing for your project, the subsequent time line for additional review and final approval is determined by the applicant’s ability to provide requisite documentation and plan corrections.

Be advised, an approved site plan will automatically expire within six months if less than ten percent of the total cost of all construction, erection, alteration, excavation, demolition, or similar work on any development authorized by such permits has been completed on the site.

Depending on the season, a developer may provide, in accordance with Ordinance §4-8, a secured performance bond or other security for landscape improvements.

Technical Review Committee Contacts

City Departments
Building Inspections
Stanley Ward, Chief Building Inspector
Phone: (252) 337-6868
Email: sward@cityofec.com

City Administration
Rich Olson, City Manager
Phone (252)337-6864
Email: rolson@cityofec.com

Planning & Community Development
Angela Cole, Interim
Phone (252) 337-6672
Email: acole@cityofec.com

Fire
Chris Carver, Fire Marshal
Phone (252) 338-3913
Email: ccarver@cityofec.com

Non-City Agencies & Departments
US Army Corps of Engineers
Krystynka Stygar
Phone: (910) 251-4605
Email: Krystynka.B.Stygar@usace.army.mil

Electric
Bob Vannoy, Interim Electric Superintendent
Phone: (252) 337-6870
Email: bvannoy@cityofec.com

Public Utilities
Amanda Boone, Director/Engineer
Phone: (252) 337-6825 Email:
Email: aboone@cityofec.com

Police
Eddie Buffaloe, Jr., Chief
Phone: (252) 335-4321
Email: ebuffaloe@cityofec.com

Parks & Recreation
Dexter Harris, Director
Phone: (252) 335-1424
Email: doharris@cityofec.com

United States Postal Service
Elizabeth City Branch
David Martin,
Post Master
Phone: (252) 335-2582
North Carolina Department of Transportation (NCDOT)
Randy Midgett, District Field Engineer
Phone: (252) 331-4737
Email: midgett@ncdot.gov

North Carolina Department of Environment and Natural Resources
Division of Land Resources
Samir Dumpor, Regional Engineer
Phone: (252) 946-6481
Email: samir.dumpor@ncdenr.net

Division of Water Quality
David May, Regional Supervisor
Phone: (252) 946-6481
Email: david.may@ncdenr.net

Division of Coastal Management
Charlan Owens, District Planner
Phone: (252) 264-3901
Email: charlan.owens@ncmail.net

Albemarle Regional Health Services/Environmental Health Division
Wesley Nixon, Environmental Health Program Specialist
Phone: (252) 338-4490
Email: tnixon@arhs-nc.org

Pasquotank-Camden Central
Communications/Emergency Response
Kylie Felton
Phone: (252) 338-7787
Email: feltonk@co.pasquotank.nc.us

Elizabeth City-Pasquotank Public School System
Dr. Catherine Edmonds, Superintendent
Phone: (252) 335-2981
Email: slassiter@ecpps.k12.nc.us

Pasquotank County Government
Janice Brown, Recycling Program Director
Phone: (252) 335-4105
Email: brownej@co.pasquotank.nc.us

CenturyLink (Embarq) Telephone
Heath Bryant, Engineer II
Phone: (252) 333-1222
Email: Heath.Bryant@CenturyLink.com

Time Warner Cable, Internet, Telephone
Paul Sylvester, Construction (Commercial)
Phone: (919) 497-6865
Sean Young, Construction (Residential)

Piedmont Natural Gas
Jeremy Meads
Phone: (252)264-4009
Email: jeremy.meads@piedmontng.com

Waste Industries
Beverley Hurdle
Phone: (252) 264-2996 or 333-9015
Email: beverley.hurdle@wasteindustries.com
Please complete all sections of the application. Incomplete applications will be returned to applicant. Indicate ‘Not Applicable’ or ‘N/A’ where appropriate.

**SECTION A – APPLICANT INFORMATION**

Property Owner’s Name: __________________________________________

Street Address: ________________________________________________

City/State/Zip Code: ____________________________________________

Phone Number: ________________________________________________

Developer/Applicant: ____________________________________________

Representative’s Name: __________________________________________

Street Address: ________________________________________________

City/State/Zip Code: ____________________________________________

Phone Number: ________________________________________________

Email Address: ________________________________________________

Applicant’s Signature: __________________________________________

**SECTION B – PROPERTY INFORMATION**

DEVELOPMENT

Type of Development: __________________________________________

Address/Location: _____________________________________________

Acreage of Tract: ______________________________________________

Present Zoning: _______________________________________________

Tax identification: _____________________________________________

Deed Reference: Book #: | Page #:

Flood Zone/Plain: _____________________________________________

Total Floor Area Each Structure: _________________________________

Total Ground Coverage Each Structure: __________________________
### CITY OF ELIZABETH CITY
### PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

#### SITE PLAN REVIEW APPLICATION

<table>
<thead>
<tr>
<th>PARKING</th>
<th>Number of Spaces (required by ordinance)</th>
<th>Number of Handicapped Spaces</th>
<th>Total Number of Spaces</th>
</tr>
</thead>
</table>

#### REFUSE DISPOSAL

<table>
<thead>
<tr>
<th>Private Dumpster</th>
<th>Public Curbside (90 gal. can)</th>
</tr>
</thead>
</table>

#### ROADS/STREETS

<table>
<thead>
<tr>
<th>Private</th>
<th>Public</th>
</tr>
</thead>
</table>

#### UTILITIES

**Sanitary Sewage:**

<table>
<thead>
<tr>
<th>Public</th>
<th>Private</th>
</tr>
</thead>
</table>

- If Public, is Lift Station Required
  - Yes [ ] No [ ]
- Easement Required
  - Yes [ ] No [ ]
- Flow Allocation Approval
  - Yes [ ] No [ ]

**Storm Drainage:**

- Detention/Retention Required
  - Yes [ ] No [ ]
- Easement Required
  - Yes [ ] No [ ]

**Water Supply:**

- Public [ ] Private [ ]

- If Private, Fire Sprinkler
  - Yes [ ] No [ ]
- Easement Required
  - Yes [ ] No [ ]

- Electricity:
  - City [ ] Other [ ]

#### STRUCTURE/ ELEVATIONS

<table>
<thead>
<tr>
<th>Total No. of Floors/Stories</th>
<th>Elevation</th>
</tr>
</thead>
</table>

- Estimated Construction Dates:
  - Start [ ] Finish [ ]

---

**Food Establishment or Facility Information**

If your development is a new food establishment or other facility serving food, you will need to complete a Food Service Application for New Facilities. Application packets can be obtained from the Elizabeth City Planning Department or ARHS Division of Environmental Health Services. Be aware that if the proposed facility is a chain restaurant, then the plans and application must be forwarded to the State office in Raleigh for evaluation and approval. Local non-chain establishments are evaluated locally by the Division office. Additional information is available by visiting [www.deh.enr.state.nc.us/](http://www.deh.enr.state.nc.us/) and clicking the *Environmental Health* link to review the rules that may apply to your proposed facility.
SECTION C – AUTHORIZATION

NOTE: IF THE PERSON REQUESTING THE CITY OF ELIZABETH CITY, TO TAKE ACTION ON A PARTICULAR PIECE OF PROPERTY IS NOT THE OWNER OF THE PROPERTY, OR UNDER CONTRACT TO PURCHASE, THEN THE ACTUAL OWNER OF THE LAND MUST COMPLETE THIS FORM WITH HIS/HER SIGNATURE NOTARIZED. IF THE PROPERTY OWNER IS THE APPLICANT PLEASE COMPLETE THE SECTION BELOW AND SIGN AS INDICATED.

FAX, SCAN, OR COPY IMAGES OF THE ORIGINAL DOCUMENT WILL NOT BE ACCEPTED.

I, ________________________________ (LANDOWNER'S NAME) am the owner of the property located in the Elizabeth City planning jurisdiction at:

Street Address: ________________________________

I hereby authorize ________________________________ (APPLICANT'S NAME) to appear with my consent before the City of Elizabeth City Planning Department and Technical Review Committee in order to request site plan approval for the above noted location. I understand this structure is not to be occupied until a CERTIFICATE OF OCCUPANCY is issued. I hereby authorize City Officials to enter my property to conduct relevant site inspections as deemed necessary to process the application. All information submitted and required as part of the approval process shall become public records. I, as the land owner, hereby CERTIFY THAT THE INFORMATION CONTAINED HERIN IS TRUE TO THE BEST OF MY KNOWLEDGE; AND BY ACCEPTING THIS site plan, if approved, shall in every respect conform to the terms of this application and to the provisions of the Statutes and Ordinances regulating development in City of Elizabeth City. Any VIOLATION of the terms above stated and/or City Code regulations will result in civil penalties. If there are any questions, you may contact me at:

Owner Information:

Street Address: ________________________________

City/State/Zip Code: ________________________________

Phone Number: ________________________________

Email Address: ________________________________

Owner’s Signature: ________________________________

______________________________

Sworn to and subscribed before me, this the____ day of ____________, 20____.

______________________________
Notary Public

My commission expires: ________________________________

[SEAL]
APPLICATION FORM
The following information must be provided in or accompany the Application Form:

- Applicant name, mailing address and phone number
- Property owner, mailing address, and phone number
- Site designer, mailing address, and phone number
- Signatures of applicant and owner (if different)
- Location of site, tax map, block, and lot numbers
- Site zoning, site acreage & disturbed acreage
- Requested use and/or conditions described
- Filing fee
- Attached a completed Load Letter (Page 11), indicating the total connected load/voltage requirements.
- Include description of any existing easements, property restrictions, drainage or topographic problems
- Attach project design calculations for sanitary sewage and storm drainage
- Submit a recordable document of all easements that:
  - defines the grantor and grantees of the easement
  - identifies proposed use(s) of the easement
  - identifies rights granted to the grantees for use of the easement specifically related to construction and maintenance
  - specifies the responsibilities of the grantees and restrictions on the use of the property by the grantor
- Upon final site plan approval, provide to the Zoning Administrator images of the final site, landscape and elevation plan sheets

SITE PLAN DEVELOPMENT
The following informational data must be provided on the Site Plan:

- Vicinity Map
  - North Arrow
  - Site and streets identified
- Title Block
  - Development name and address
  - Property owner and mailing address
  - Seal of designer and/or map preparer
  - Graphic scale, North arrow and date of plan
- Site Data Block
  - Site and surrounding zone
  - Site area and disturbed area
  - Impervious surface area
  - Number of lots and lot sizes
  - Existing use and proposed use
  - Parking spaces required and provided
  - Landscape requirements

NOTE: Plans must be prepared and sealed by N.C. Licensed Landscape Architect, Architect, Engineer, or Surveyor.
PROPERTY FEATURES
The following existing and proposed features must be included on Site Plan:

- Property boundaries with labeled metes and bounds
- Adjacent intersecting boundaries
- Floodway, floodplain and water elements
- Drainage way and drainage facilities
- Site structures and improvements
- Right-of-ways, roadways, and drives
- Easements, Utilities (type, location & size)
- Existing vegetation and natural features
- Zoning of all adjacent properties
- Existing overlay zoning district(s)
- North arrow and scale provided
- Lot layout indicated with dimensions, acreage and square footage
- Storage areas, indicating type, location, setbacks and screening
- Right-of-ways, public/private streets, driveways; indicating location material and dimensions
- Sidewalks and walkways; indicating location, materials, dimensions, setbacks, curbing/wheel stops
- Parking locations and layout; indicating materials, dimensions, setbacks, curbing/wheel stops
- Landscape plan; indicating, planting pattern, type of vegetation, species planted and quantities of each plant used
- Handicapped access on site, detailed with parking locations and layout
- Refuse collection area(s): indicate location, size, screening, pad and setbacks
- Utility layouts/connections (type, location, and size)
- Easements: indicate type and locations
  - All utility easements must be twenty (20) feet wide, labeled as "CITY OF ELIZABETH CITY UTILITY EASEMENT" and recorded prior to final plan approval.
- Proposed structures and improvements: indicate setback size, height, access, elevations and relationships to other buildings
- Site lighting, signage, fencing, walls and amenities located and detailed
- Topography at two foot contour intervals with spot elevations
- Natural features and existing vegetation altered and left undisturbed (15% of total site area should be left undisturbed)
- Public/private recreational areas and facilities located and detailed
- Truck loading/unloading areas located with dimensions
- Driveway width between 24’ and 26’, unless project meets requirements for special commercial driveway
- Dimensions of driveway approach and location of adjacent and opposite drives
- Sight distance triangle
- Number of drives and spaces of multiple drives
- Distance from nearest intersection streets
- Detail or reference to drive standard (NCDOT)
- Driveway angle (60° maximum)
- Curb radii
_ Signs and pavement marking for one-way drives
_ All unused drives noted to be closed
_ Depressed curb for Handicapped ramp
_ Median divider meets all dimensional requirements (NCDOT)

_ Property lines distinctly and accurately represented, all bearing and distances shown with an accuracy of closure not less than one (1) in two thousand five hundred (2,500) and in accordance with the Standards of Practice in North Carolina. Sufficient data to determine readily and reproduce on the ground every straight or curved boundary line, street line, lot line, right-of-way line, easement, building line setback line, or other facility or improvement
_ Name and Deed book reference of adjoining property owners
_ Adequate ingress and egress for each parking space
_ Traffic barriers (wheel stops) three feet from public sidewalks and ROW
_ Handicapped signs
_ Minimum four (4') foot sidewalk for the disabled
_ Smooth hard surface for the disabled
_ Internal traffic pattern
_ Details of internal traffic signs which must conform to the Manual of Uniform Traffic Control Devices
_ Proposed and existing grades
_ Less than one-acre discharge through driveway
_ Provide details for catch basins and drop inlets
_ Proposed and existing pipe sizes, grades, and direction of flow
_ Location and dimensions of proposed and existing ditches and creeks; direction of flow and cross-sections
_ Details or references to applicable MSDD standards
_ Ditches requiring 48" pipe or less shown to be piped
_ Easements on all off-site and common use detention basins and note stating that maintenance will be performed by property owners (this statement must be on the final plat and site plan)
_ Impervious surfaces over 20,000 sq. ft. require stormwater management
_ Base flood elevation for site
_ Peak 100-year surface elevation for sites adjacent to streams and/or ditches not included on FEMA flood hazard maps and not required to be piped
  _ Drainage calculations
  _ Pre development outflow
  _ Post development inflow
  _ Post development outflow
  _ Flood routing
  _ Accounting of uncontrolled runoff
  _ Outflow velocity
  _ Minimum orifice size 4”
_ Drainage area plan network: inlets, culverts, swales, ditches, natural watercourses, detention basins, etc. (top elevation, invert elevations, size and slope)
_ Pavement section detail for public streets; make reference to NCDOT standards and linear footage of streets
_ Estimate of traffic impacts analysis
_ Finished floor elevations
_ Detention ponds, a fence with self-latching gates, shall be constructed around the entire perimeter of
any wet detention pond

- Acceptance and approval of this plan is condition upon compliance with federal and state water quality laws, regulations, and rules
- Construction sequence schedule
- Location and size of water line meter
- Location and size of sewer line clean-out
- Existing and proposed public and private water and sewer easements
- Private water systems and services isolated with backflow prevention
- Location of existing and proposed fire hydrants
- Location of Fire Department connection
- Fire flow calculations for each building
- Construction type
- Occupancy use
- Indicate whether or not the building is sprinkled
- Shade 20’ fire lane; verify adequacy of all turns using 40’ bus template; indicate pavement cross-section (8” ABC, 2” H, 2” 1-2)
- Location and size of proposed signs (a separate sign permit is required prior to installation of signs)
- Utility locator service number
- Vegetation must be installed to landscaping plan specifications and a notarized letter has to be sent to the Planning Director stating that the vegetation has been installed prior to the on-site project inspection report
- All erosion control measures shall be constructed in accordance with the NC Erosion and Sediment Control Planning and Design manual and the Elizabeth City Stormwater Management Plan manual
- Contractor shall inspect and maintain, as need, all erosion control devices on a weekly basis and after each major storm event; failure to keep erosion control devices in good working order may result in issuance of a stop work order
- Temporary sediment controls: location and dimensions of dissipaters, ditch linings, armoring, retaining walls, etc. (rip-rap dissipaters should be specified on plans by dimensions rather than tonnage)
- Clearly identify all limits of disturbance
- Borrow, Spoil and Stockpile areas should be located or specified
- Specifications: seedbed preparation, soil amendments, seeding, etc.
- Seed or otherwise provide ground cover devices or structures sufficient to restrain erosion for all slopes within 15 working days of completing any phase of grading
- Maximum slope on basins of 2:1
- Detention facilities are not allowed within the existing or proposed right-of-way
- Soils information (type, characteristics, etc.)
- Name of receiving watercourse or river basin and wetland limits
- Maintain buffers along watercourses in accordance with CAMA rules and regulations
- Approval of this plan is not an authorization to grade adjacent properties; when field conditions warrant off-site grading, permission must be obtained from the affected property owners
- Design calculations
  - Temporary devices: storage capacity and Q10 capacity
  - Ditches, swales and channels: Q10 velocity and capacity
  - Storm drains outlets: Q10 discharge velocity
  - Dissipaters: Q10 velocities
  - Culvert and inlets: Q10 capacity
<table>
<thead>
<tr>
<th>Service Location</th>
<th>LOAD LETTER</th>
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<tbody>
<tr>
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<td>CITY OF ELIZABETH CITY ELECTRIC DEPARTMENT</td>
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<tr>
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<td>Service Location</td>
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<tr>
<td></td>
<td>Customer</td>
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<td></td>
<td>Type of Structure</td>
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<td>Service Characteristics</td>
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<td>Type of Termination</td>
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<td>Service Size</td>
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<td>Voltage</td>
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<td></td>
<td>Meter Location</td>
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<td></td>
<td>Service Equipment Location</td>
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<tr>
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<td>Other Electric Load</td>
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<tr>
<td>Phase</td>
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<tr>
<td>Total Connected Amps</td>
<td>Other Electric Load</td>
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All Conductors must enter from the top and bottom (not side or back) of the Instrument Transformer cabinet. Line and Load conductors must enter from opposite ends of the cabinet so that metered and non-metered conductors will not cross. The company reserves the right to designate and/or approve the location of all metering and C.T. equipment. The company must approve all proposed metering arrangements.

Signature | Date
A. CITY OF ELIZABETH CITY UTILITY EASEMENT

1. A utility easement for the installation and maintenance of public services such as electric, gas, telephone, and cable television shall be designated along the road frontage of all property. The width of such easement shall be a minimum of twenty (20) feet.
2. A utility easement for the installation, maintenance, and operating of services shall be designated along the sides of each property with a minimum width of five (5) feet and along the back of each property with a minimum width of ten (10) feet.
3. The easement shall be outside of all sidewalks, curb, gutters, etc. and be parallel and contiguous with the applicable road right-of-way or property line.
4. The installation of underground service lines shall be coordinated with the appropriate utility company. The Owner, Contractor, or Developer shall contact the service supplier prior to the installation of any service, temporary or permanent. The supplier of said service shall thereafter be deemed to have a definite and permanent easement on the property consisting of a five (5) foot strip extending two and one half (2.5) feet on each side of the service line. This easement will extend from the service equipment to the service entrance at the structure. The purpose of this easement is for the installation, maintenance, and repair of service equipment.

B. Installation:

1. Water lines, sewer lines, and storm drainage shall be installed within the road right-of-way and shall comply with all applicable codes and requirements of the State of North Carolina and the City of Elizabeth City.
2. Electric power, natural gas, cable television, and telephone lines shall be installed within the twenty (20) foot easement in accordance with the Plan Utility Layout as shown hereon, with the exception of road crossings. The Owner, Developer, or Contractor shall coordinate the installation of the necessary road crossings with the utility companies. Road crossings shall be installed prior to the completion of the final roadbed. The final compacted road is the responsibility of the Road Contractor.
3. All cables, conduits, pipes, and tubing for the service of electric power, natural gas, telephone, or cable television shall be underground or as agreed upon by the service provider and the customer. The service equipment shall be above ground. Some examples of service equipment are as follows, but not limited to:
   a. Electric distribution transformers, secondary pedestals, meter pedestals, switch gear, street lighting poles, traffic signal poles and equipment, telephone pedestals, cable television pedestals, radio antennae, valves.
   b. Service connections such as gas and electric meters, telephone and cable television termination enclosures.
   c. Temporary equipment for emergency service or related to a construction project.
   d. Existing equipment above ground prior to the new subdivision shall remain above ground and the supplier has the right to maintain and repair said equipment.
4. All property corners shall be located and clearly marked prior to the installation of any utilities. Lot numbers shall also be shown as a reference for the placement of service equipment.
5. The utility easement shall be marked or sufficient reference points be installed in order that each utility will be capable of determining their assigned space within the easement.

(ON ALL PAPERWORK AND/OR PLATS PLEASE LIST AS: THE CITY OF ELIZABETH CITY UTILITY EASEMENT)

C. Encroachments:
1. Lawns and landscaping shall be permitted on the easements. Landscaping shall consist only of low growing plants or ornamental shrubbery. Trees that are expected to grow to a height of more than six (6) feet are not permitted. Trees or vegetation requiring heavy mechanical equipment to install shall not be permitted. The utility companies shall not be held responsible for damage to lawns or landscaping on this easement during normal maintenance or emergency service restoration.
2. No building, structure or part thereof shall encroach upon the utility easement.
3. No off street parking areas of pavement or concrete shall be permitted on the utility easement without prior written approval of all utility companies that utilize the easement.
4. The easement shall not be obstructed in any way as with the storage or stock piling of materials such as dirt, gravel, stone, etc.
5. No trees, shrubbery, or vegetation of any kind shall be allowed within a ten (10) foot radius of any service equipment.

D. General:
1. The Owner of each lot shall be responsible for the protection of the underground facilities located inside the easement on his property. They shall prevent any substantial change of grade or elevation and construction of any kind that may damage the utilities within the easement.
2. Damage caused by the negligence of the Owner or his agents shall be the responsibility of the Owner. He shall pay for the repair, replacement, or relocation of the damaged facility.
3. Each utility company shall be responsible for the maintenance of their underground facility.
4. Each utility company through its employees, contractors, or agents shall at any and all times have access to the easements for the purpose of inspecting, installing, removing, repairing, or replacing their facility or any portion thereof.
5. The finally approved plat shall show all easements and shall include a statement stipulating restrictions of said easements. The statement shall also include the ingress and egress rights assigned to the utility companies for access to their facilities at all times for repairs and maintenance.
a. Any changes to the plat subsequent to the governing authority's approval shall be submitted to that authority in writing and changes made to the plat before recording.
b. The individual utility company at its option may require the execution of their standard easement agreement.

6. The finally approved plat shall be duly recorded in the proper county register of deeds office and be made a part of the land records of the appropriate town or city, county, and state.

7. Each utility company reserves the right not to supply underground service when, in its judgment, it is impractical or contrary to sound operating or engineering practices to do so. Examples may include unusually rough terrain, wet lands, unusual lot layouts in the subdivision, large quantities of rock, or unsuitable digging conditions.

8. It is important that close coordination exist between the Developer or Owner and the different utilities. It is the responsibility of the Developer or Owner to notify and coordinate the installation of the utilities to accomplish an orderly construction of the new subdivision.

9. All facilities shall be installed and constructed to comply with all applicable local, state, and federal codes and regulations.