



## **City of New Carrollton**

6016 Princess Garden Parkway, New Carrollton, MD 20784  
Phone: (301) 459-6100 or 301-459-3771

### **Utility Permit Application**

#### **Utility Company / Applicant Information**

Name: \_\_\_\_\_

Street Address (Physical Address, No PO Box): \_\_\_\_\_

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

Email Address: \_\_\_\_\_ Alternate Email: \_\_\_\_\_

Telephone Numbers: (Work) \_\_\_\_\_ (Mobile) \_\_\_\_\_

#### **Project Information**

Project Location (Address Range and Intersecting Street(s)): \_\_\_\_\_

Project Description: \_\_\_\_\_

Estimated Project Start Date \_\_\_\_\_ End Date: \_\_\_\_\_ Estimated Project Cost: \$ \_\_\_\_\_

Purpose:

- ☐ Emergency Repair    ☐ New Utility Construction    ☐ Utility Relocation    ☐ Utility Maintenance/Abandonment  
☐ House or Commercial Construction    ☐ Other (Specify) \_\_\_\_\_

#### **Contractor Information**

Contractor Name: \_\_\_\_\_ Primary Contact: \_\_\_\_\_

Street Address (Physical Address, No PO Box): \_\_\_\_\_

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

Email Address: \_\_\_\_\_ Alternate Email: \_\_\_\_\_

Telephone Numbers: (Work) \_\_\_\_\_ (Mobile) \_\_\_\_\_

#### **Required Documents** {Check all that apply):

- ☐ Completed Application and fees  
☐ Set of detailed plans for the proposed work  
☐ Supporting documents/Approved Permits from County, State, or other agency.

#### **Permit Fees** {Must accompany application):

- ☐ Application Fee- **\$ 220.00**  
☐ Review Fee / City Engineering Fee **TBD**  
**payable prior to project completion/sign-off**

*I affirm under the penalty of perjury that the information contained in this application is true and correct to the best of my knowledge, information and belief I hereby agree to meet the City's conditions and requirements to conduct the specified work to obtain and maintain permit.*

**Applicant's Name (Print):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

(Please review back page)



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#### **For Applicants**

Please note the following conditions:

- No work shall be performed (except for an emergency) before this application is approved and permit is granted;
- The permittee agrees to fulfill all terms of the permit and comply with the City Code along with County and State regulations;
- The permittee agrees to indemnify the City from all damages that may arise in the prosecution of the work for which such permit shall be given;
- All streets, roadways, sidewalks, and public right of ways **shall and must** be restored to the same or better conditions existing before the beginning of such work, at the cost and expense of the holder of any such permit.

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#### **City Use Only**

Permit Approved: \_\_\_\_\_ Permit Denied: \_\_\_\_\_

Permit Review Quick Check:

1. Application Completed
2. Fees Paid
3. Plans Submitted
4. Project Meets City Requirements

Permit Comments: \_\_\_\_\_  
\_\_\_\_\_

Additional Permit Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Permit Issuance Date: \_\_\_\_\_ Reviewer: \_\_\_\_\_