

ENCROACHMENT PERMIT ADMINISTRATIVE ROUTE SLIP
SPECIAL PROJECTS

TR-0154 (NEW. 05/2009)

TO:		DISTRICT PERMITS BRANCH, CHIEF		BUSINESS PHONE
FROM:	DIVISION	UNIT	BUSINESS PHONE	
PROJECT NAME	PROJECT LOCATION	PROJECT ADMINISTRATOR		

The Office of _____ is requesting that an encroachment permit be issued for construction purposes for the above noted project. I certify that without any further coordination required, that the project has been reviewed and approved. Page 2, lists the functional reviewing units, and completed documentation included in this package.

Charges to the project shall be made to:

EA _____ **Sub Job** _____ **SD** _____ **FA/AO** _____

The following staff will provide project inspection, as applicable:

- Roadway, Civil (R.E.) Name: _____ Unit _____ Phone Number _____
- Electrical Name: _____ Unit _____ Phone Number _____
- Landscaping Name: _____ Unit _____ Phone Number _____
- Maintenance Name: _____ Unit _____ Phone Number _____
- Right of Way Name: _____ Unit _____ Phone Number _____
- Structures (Br. Rep.) Name: _____ Unit _____ Phone Number _____
- Other _____ Name: _____ Unit _____ Phone Number _____

In addition, _____ sets of plans/documents are attached for distribution to the inspectors and the following staff:

- Name: _____ MS _____ Unit _____ Phone Number _____
- Name: _____ MS _____ Unit _____ Phone Number _____
- Name: _____ MS _____ Unit _____ Phone Number _____
- Name: _____ MS _____ Unit _____ Phone Number _____
- Name: _____ MS _____ Unit _____ Phone Number _____
- Name: _____ MS _____ Unit _____ Phone Number _____
- Name: _____ MS _____ Unit _____ Phone Number _____
- Name: _____ MS _____ Unit _____ Phone Number _____

NOTES: _____

PREPARED BY	UNIT	BUSINESS PHONE	DATE
PROJECT MANAGER / DISTRICT AIRSPACE MANAGER	UNIT	BUSINESS PHONE	DATE

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Total cost of the project? \$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Within State R/W? \$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Total size of the project (acres)? <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> Within State R/W (acres)? <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>	ENCROACHMENT PERMIT TYPE: Engineering Services; (Soil Analysis, Survey) YES <input type="checkbox"/> NO <input type="checkbox"/> Final Construction: (Project Approved) YES <input type="checkbox"/> NO <input type="checkbox"/> Contractor Permit (Double Permit) YES <input type="checkbox"/> NO <input type="checkbox"/>	FEES EXEMPT: YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/>
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PROJECT REVIEWING UNITS	YES	NO	N/A
Construction			
DARC (District Airspace Review Committee)			
Design			
Environmental			
Landscape Architect			
Maintenance			
Right-of-Way Air Space Development			
Right-of-Way Engineering			
Right-of-Way Utilities			
Structures Construction			
Structures Design			
Structures Maintenance			
Traffic Operations			
Traffic Design			
Traffic Management			
Traffic Safety			
Transportation Permits (CPB 99-8)			

DOCUMENTS	ATTACHED	YES	NO	AVAILABLE	YES	NO	N/A
ADA/DIB 82 Compliance							
Project Development Cooperative Agreement							
Construction Cooperative Agreement							
DTM Closure Hours							
DTM Approved TMP							
Encroachment Exception Approval							
Environmental Documentation							
Fact Sheet (Mandatory or Advisory) / PEER							
Final stamped project plans							
Maintenance Agreement							
Payment / Performance Bond or Liability Insurance							
Project Initiation Document (PSR, PR/PSR, PSR-PDS, PSSR)							
Right-of-Way Certification							
Right-of-Way Air Space Agreement / Site License Agreement							
Encroachment Permit Application and Deposit (if applicable)							
Special Provisions / Specifications							
Stormwater Requirements							
Quality Management Plan (QMP) CPB 08-5							