



# STATE OF NORTH CAROLINA DEPARTMENT OF TRANSPORTATION DIVISION OF HIGHWAYS

Michael F. Easley  
Governor

Lyndo Tippet  
Secretary

## Roadway Petition Summary

In order to add your streets to the state road system please provide four (4) complete packages containing the following items:

1. Cover Letter
2. SR-1 Form
3. Location map, showing the location of your subdivision in Mecklenburg County.
4. Subdivision map, highlighting streets being requested for addition.
5. Provide an attachment sheet with the following information:
  - Name of streets/street.
  - Width of pavement of each street.
  - Length of street (in miles) providing a description of where street begins and ends.
  - Number of occupied homes on each street, with driveways.
  - Right of way width for each street (in feet).
6. Provide four (4) sets of recorded plat maps of all streets being requested for state maintenance.
7. Provide encroachment agreements from all existing utilities (Example: water, sewer, telephone, gas, electric, CATV).
8. When applicable provide a non-utility encroachment agreement and map showing the following within the Right of way (sidewalk, streetlights, irrigation lines, fences, etc.)
9. Letter from the City of Charlotte Engineering and Property Management Department-Land Development Division, Charlotte-Mecklenburg Planning Commission, Mecklenburg County Land Development Division, stating that all streets being petitioned have been inspected, and their bonds have been released.
10. Planting permit for any plants or trees within rights of way or median islands. All information on planting permits can be obtained by contacting Mr. Tim Simpson t (704) 982-0101.
11. All NCDOT forms can be obtained by visiting our website at [www.dot.state.nc.us/](http://www.dot.state.nc.us/).
  - Click on 'Employee Information'
  - Click on 'Electric Addition'
  - Click on 'Road Addition'

Once all items are completed please forward package to the district office. If any additional information is needed, please contact our office (704) 596-6900.