



Encroachment Permit Application

Mail to: 130 Gardeners Circle, Suite 123 Johns Island, SC 29455
CassiquePropertyOwners@kiawah.com

Applicant Information

Company Name: _____

Address: _____

Street Address

Unit #

City

State

ZIP Code

Phone: _____ Email: _____

Job site Foreman: _____

Is a copy of the Charleston County Business License attached?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, has it been previously submitted?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Is the evidence of Workman's Compensation attached?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, has it been previously submitted?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Is the evidence of general and automobile liability coverage attached?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, has it been previously submitted?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Are photos of the existing right-of-way easement conditions attached?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, has it been previously submitted?	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Job Site Information

Specific job site location: _____

Type of work to be performed: _____

Start Date: _____ Anticipated completion date: _____

Will stakes and ropes be installed at the right-of-way for parking? YES NO

Are you requesting additional parking location approval? YES NO

If yes, where: _____

Do you require an onsite dumpster? YES NO

Do you require an onsite temporary toilet? YES NO

Conditions of Permit and Signature

Cassique is a private community. The roads and right-of-ways are owned and maintained by the Cassique Homeowners Association, Inc. (CHA). They are NOT public domain. Any unauthorized work will be treated as trespassing on private property and dealt with accordingly. You are liable for damages to the property of others resulting from your actions.

- Contractor will abide by all rules and regulations of the CHA.
- No boring under paved areas without written approval of the CHA Administrator.*
- No cutting or excavation of pavement without written approval of the CHA Administrator.*
- No alteration of drainage system without written approval of the CHA Administrator.*
- Permit must be displayed at all times.
- Workers must immediately report any damages of utility lines, streets, pavements or drainage systems to the CHA Administrator (CassiquePropertyOwners@Kiawah.com)
- Notify CHA Administrator immediately upon completion of work.

*Requires additional written approval from CHA Administrator after review of plans and details.

I agree to the conditions of issuance of the Encroachment Permit and will complete the job and any damage restoration to the satisfaction of CHA.

Contractor Signature: _____ Date: _____

CHA Permit Office Use Only

Permit Number Issued: _____ Date: _____

CHA Administrator Signature: _____ Date: _____

Notes: