



## APPLICATION FORM AND SUBMITTAL CHECKLIST

### Site Specific Easement Release or Modification Request

1. Project/Property Name/Location: \_\_\_\_\_

Project/Property Acreage: \_\_\_\_\_ District Dam #: \_\_\_\_\_

Jurisdiction: \_\_\_\_\_ Encroachment Permit # (If Applicable): \_\_\_\_\_

2. Owner (Name/Title): \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

3. Applicant/Engineer/Surveyor (Name/Title): \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

---

Signature of Owner

---

Date

---

Signature of Applicant

---

Date

The following are required to be included with the **Access Easement Release or Modification Request** Application for a submittal to be considered complete. All submittal items shall be electronic and submitted to [permitting@ubcdams.org](mailto:permitting@ubcdams.org).

**Submittal Requirements:**

- Easement Release or Modification Request Application Form and Submittal Checklist
- Plat(s) of the property (existing and/or proposed)
- CAD files (for proposed easement and parcel/lot to check closure)
- Field notes and sketch of easement, signed and sealed by a registered surveyor.