

FORM AVM

REVISED
7/8/2026

ANNUAL VEGETATION MAINTENANCE (AVM) PERMIT AT ODA SIGNS NORTH CAROLINA DEPARTMENT OF TRANSPORTATION (NCDOT)

More information can be found at this website:

[https://connect.ncdot.gov/resources/Asset-Management/Pages/
Outdoor-Advertising-Contracts.aspx](https://connect.ncdot.gov/resources/Asset-Management/Pages/Outdoor-Advertising-Contracts.aspx)

(Application consists of 7 pages, including 'Supplemental Information', 'Additional Information', & Cutting Zone Diagram)

Application is made in accordance with provisions of Chapter 136 of the North Carolina General Statutes and. A non-refundable permit fee of \$400.00 must be attached to the application. Eligible signs for AVM are those outdoor advertising signs expressly permitted under G.S. 136-129 (4) or G.S. 136-129 (5).

Applicant (Sign Company Name)

Mailing Address - City / Town / State / Zip

Contact Person:

Telephone:

Fax:

Email:

DEPARTMENT OF TRANSPORTATION USE ONLY

Division: _____ District: _____ County: _____

Ann. Veg. Main. (AVMP) No: _____
(YY) (CC) (No.) (S or M)

Permit Fee Attached: _____

Date application initially received (electronically and printed, whichever date is later) including the fee **with all required documentation:** _____

Note: In AVMP # above, use "M" at the end of the AVMP # only for one permit ON A RAMP, otherwise use "S" at the end of the AVMP # for all other ODA signs.

OUTDOOR ADVERTISING SIGN: Outdoor Advertising (ODA) Permit No: _____ Route: _____

County (Name): _____ Location of sign - milepost &/or description (i.e. # of miles from nearest interchange or intersection, or town/city): _____

If sign is located on a ramp, is this application for a modified cut zone? YES ☐ NO ☐ N/A (Sign not on a ramp) ☐

(For modified cut zone along ramps, refer to other parts of this form: 'Supplemental information' Item I, Condition #7, and 'Additional Information')

Maximum Cutting Zone Distance: In accordance with GS 136-133.1 (a), (b), applicant should check only one of the following distances as applicable. (If reference is needed, see the diagram on page 7 of 7 at the end of this Form AVM application).

☐ For a distance of 500 feet for a view zone that has a posted speed limit of over 35 miles per hour.

☐ For a distance of 350 feet for a view zone that has a posted speed limit of 35 miles per hour or less

NOTE: Documentation is required for any of the two (2) maximum cutting distances

☐ **150 Zone:** In accordance with GS 136-133.1 (2) applicant should check if they intend to remove trees from this zone. (If reference is needed, see the diagram on page 7 of 7 at the end of this Form AVM application).

APPLICANT: COMPLETE THIS PART IF REQUESTING, AT ANY TIME DURING THE 1 YEAR PERMIT PERIOD, USE OF POWER-DRIVEN VEGETATION REMOVAL EQUIPMENT & ACCESS THROUGH HIGHWAY FENCE. List specific type (s) of power-driven vegetation removal equipment requested. (Such as: excavator-based attachments, skid-steer cutters, bucket trucks).

NOTE: Use of such equipment may be allowed if the Department determines equipment will not cause undue safety hazards, erosion, or unreasonable damage to the right of way. If power-driven equipment is approved, the Department reserves the right to suspend use of such equipment that fails to meet the anticipated condition (s) at the site until the unmet conditions have been resolved.

APPLICANT: CHECK BELOW ONE TYPE OF PERFORMANCE AND INDEMNITY BOND TO BE PROVIDED. (Use NCDOT bond forms).

☐

Performance and Indemnity Bond (sum of \$2000 per each AVM application)

☐

Certified or Cashier's Check (sum of \$2000 per each AVM application, payable to NCDOT)

☐

Continuing Indemnity Bond (sum of \$100,000 to be kept on file at Central NCDOT Utilities Unit)

Note: Continuing Indemnity Bond contact is the NCDOT Utilities Unit at (919) 707- 7193.

APPLICANT: ATTACH CONTRACTOR QUALIFICATIONS FOR DEPARTMENTAL APPROVAL, if applicant will be using private contractor for the AVM work. Note: Attachment of qualifications will not be necessary if contractor is prequalified to perform this type of work with the Department and listed on the NCDOT Directory of Transportation Firms. If listed on stated Directory, please provide the contractor's company name, address, and phone number in the space below.

(INFORMATION ON ACCESSING THE DEPARTMENT'S DIRECTORY OF TRANSPORTATION FIRMS (PREQUALIFIED CONTRACTORS) IS AVAILABLE ON THE NCDOT AVM WEBSITE, WHICH IS SHOWN ON PAGE 1 OF THIS FORM).

Permit conditions in accordance with NC General Statutes and NCAC:

1. This application form consists of 7 pages, including 'Supplemental Information', 'Additional Information', and Cutting Zone Diagram. The requirements of the application shall apply only to outdoor advertising signs permitted under G.S. 136-129 (4) G.S. 136-129 (5). Information furnished by the applicant on the application is subject to verification by the NCDOT. The maximum 30 day application review period by the NCDOT will not begin until such time discrepancies, if any are discovered on the application or on related documentation, are resolved. The selective vegetation removal request may be reviewed on site by Department personnel and a representative of the applicant.
2. Annual vegetation maintenance requests are only considered upon completion and submittal of the current version of Form AVM, including all required documentation, to the appropriate NCDOT official, in both printed and electronic form. The Department will approve or deny the application within 30 days of receipt of all required documentation. If the 30-day period by NCDOT is not met, the submitted application shall be deemed approved, however all applicable General Statutes and NCAC rules shall remain effective. If the permit is denied, the applicant will be advised in writing of the reasons for denial and applicable appeal rights as stated in G.S. 136-133.3.
3. The Permittee ("Permittee" throughout refers to the permit applicant, its agents, employees, independent contractors, or any other entity) must have a copy of the approved permit on the work site at all times during any phase of SVR cutting, thinning, trimming, pruning, removal, or planting operations.
4. Except as provided in paragraph # 2 above, this permit is not approved and no work may take place until official approval by the Division Engineer and subsequent notification from the Department. The approved permit will be valid for one (1) year from the date of issuance. The permittee may cut, thin, prune, or remove vegetation more than once per year under the permit conditions. A minimum 48-hour notification shall be provided to the appropriate NCDOT official by the permittee before entering the right-of-way for any work covered by the permit. The permittee shall schedule all work with the appropriate NCDOT official. The Department reserves the right to modify the permittee's work schedule for nights, weekends, and holidays. When the NCDOT restricts work zone construction for safety of the traveling public, denial of access to the right-of-way for AVM purposes shall be implemented.
5. Annual vegetation removal permits shall be denied for outdoor advertising signs that do not have a valid ODA permit or have not paid the AVM permit fee pursuant to GS 136-133.2. For modified SVR cut zones along ramps, NCDOT may approve such requests per GS 133.1 (a1) as long as the view to the ODA sign will be improved and the total aggregate area of cutting or removal does not exceed the maximum allowed in subsection (a) of GS 136-133.1.

6. The permittee shall not impede the flow of traffic on any highway while performing selective vegetation removal authorized by a permit. While performing selective vegetation removal authorized by a permit, access to the work site on controlled access highways must be gained without using the main travel way of the highway (exception only for applicants when performing preliminary surveying or delineation work). An applicant shall be allowed to use individual and manual-operated power equipment and hand-held tools at any site during initial cutting or removal of vegetation or while maintaining a site during the duration of a selected vegetation removal permit. The Department may allow use of power-driven vegetation removal equipment (such as excavator-based land clearing attachments, skid-steer cutters, and bucket trucks) if the Department determines such equipment will not cause undue safety hazards, erosion, or unreasonable damage to the right of way. If power-driven equipment is approved, the NCDOT reserves the right to suspend use of such equipment that fails to meet the anticipated condition(s) at the site until the unmet conditions have been resolved. Access for use of any equipment must be gained from the private property side to the right of way for each individual selective removal permit site. Tree removal, which presents a hazard from falling tree parts, shall be performed in accordance with the International Society of Arboriculture (ISA) Standards. Written authorization must be obtained from the Department for use of power-driven vegetation removal equipment as well as for access to move resources from private property to the right of way. The applicant must provide information on the permit application for which type(s) of equipment and access is requested. The applicant shall also provide contractor qualifications to the Department. *See the designated spaces on the application form for requesting approval of power-driven equipment / access and for contractor qualifications.* NCDOT shall determine the traffic control signage that may be required. The permittee shall furnish, erect, and maintain required signs, per NCDOT directive. The permittee, or agent, shall wear OSHA-conforming safety vests at the work site.
7. Any damage to vegetation designated to remain at the site, to highway fences, signs, paved areas, or other facilities shall be repaired or replaced by the permittee to the condition prior to the occurrence of the damage caused by the permittee. All trimmings, laps, and debris shall be removed from the right-of-way and disposed of in areas provided by the permittee. Permittee shall adhere to erosion control requirements and locate and protect utilities within the right-of-way in the AVM zone. No burning or burying of materials permitted on the high-way right-of-way. The height of stumps remaining after tree removal shall not exceed 4 inches above the surrounding ground level (except when replanting is to take place, then stumps are to be grinded below the soil surface). When chipping is used to dispose of trimmings, chips may be neatly spread on the right-of-way at locations which the Department determines will not be harmful to the environment or affect traffic safety. The work site shall be left with all vegetation cut, thinned, or pruned at the site either removed or chipped and spread, and the highway fence temporarily mended. Tree branches within the highway right-of-way that encroach into the permitted cutting zone may be cut or pruned. Selected vegetation within the approved limits shall be cut, thinned, pruned, or removed by the permittee in accordance with accepted ISA standards.
8. Performance and Indemnity Bond: The permittee shall indemnify and hold harmless the North Carolina Department of Transportation, its employees, attorneys, agents, and contractors against any and all claims or causes of action, and all losses there from, arising out of or in any way related to permittee's operation. The permittee shall furnish a Performance and Indemnity Bond or certified check or cashier's check made payable to North Carolina Department of Transportation for the sum of two thousand dollars (\$2,000). The bond or certified check or cashier's check shall cover all restoration of the right of way to the condition prior to the occurrence of the damage caused by the permittee or the permittee's agent, if damage occurs during the permitted selective vegetation removal. The bond or certified check or cashier's check is required before each permit to cut vegetation is issued. The bond shall run concurrently with the permit. The bond shall be released after a final inspection of the work by NCDOT reveals that all work provided for and specified by the permit is found to be completed and all damages to the right of way, including damage to fencing and other structures within the right-of-way, have been repaired or restored to the condition prior to the occurrence of the damage caused by the permittee or the permittee's agent. Companies that plan to apply for two or more permits may provide continuing bonds for the sum of one hundred thousand dollars (\$100,000) and this type of bond shall be kept on file by the Department. If the work is to be performed by any entity other than the sign owner or permittee, either the permittee or the other entity must furnish the required bonding as described in this Section, for all work provided for and specified by the permit. *Required forms for all bonds are available from the NCDOT and on its website. The bond is to be furnished with the application form to the official assigned to receive AVM applications at the local NCDOT Office. The applicant shall also complete the space provided on this form for the type of bond provided.*
- Liability Insurance:** *With the completed application form, the permittee shall also provide proof of liability insurance coverage of five million dollars (\$5,000,000). Whoever performs the work, the permittee, his contractor or agent, shall maintain worker's compensation and vehicle liability insurance coverage. The permittee, his contractor and agent, may be liable for any losses due to the negligence or willful misconduct of his agents, assigns, and employees. The permittee may, in lieu of providing proof of liability insurance as described in this Paragraph, be shown as an additional insured on the general liability policy of the approved contractor or agent to perform the permitted work on condition that the contractor or agent's policy is coverage of five million dollars (\$5,000,000) and the permittee provides proof to the Department of the coverage. The permittee or contractor or agent providing the coverage shall also name the Department as an additional insured on its general liability policy and provide the Department with a copy of the certificate showing the Department named as an additional insured. Regardless of which entity provides the proof of general liability insurance, the required limit of insurance may be obtained by a single general liability policy or the combination of a general liability and excess liability or umbrella policy.*

9. When the Division Engineer or his representative observes unsafe operations, activities, or conditions, he shall suspend work. Work shall not resume until the unsafe conditions or activities have been eliminated or corrected. Failure to comply with requirements for safety and traffic control of this permit shall result in suspension of work. If work is planned in an active work zone, the permittee shall receive written permission from the contractor or NCDOT (if NCDOT's employees are performing the work). The permittee shall provide the Engineer with a copy of the written permission.

10. A Division of Highways inspector may be present while work is underway. The presence or absence of a Division of Highways inspector at the work site does not lessen the permittee's responsibility for conformity with the requirements of the permit and all applicable General Statutes and Rules. When a present inspector fails to point out work that does not conform with the requirements, it does not prevent later notification to the permittee that the work is not in compliance with the permit. Upon completion of all work, the Department shall notify the Permittee in writing of acceptance, terminate the permit, and return the Performance and Indemnity Bond or certified or cashier's check to the permittee. If the permittee requests termination of the permit and return of bond or certified or cashier's check, the request shall be in writing to the Department's Division Engineer.

11. Pursuant to GS 136-133.4 (e), willful failure to substantially comply with the requirements specified in the permit, unless otherwise mutually resolved, shall result in a five (5)-year moratorium for vegetation removal at the site, summary revocation of the ODA permit if G.S. 136-133.1 (i) is met, payment of DOT investigative costs, and forfeiture of performance bond as determined by the Secretary of the Department.

By signing this application, the applicant certifies that he has permission from the adjoining landowner (s) to access their private property for the purpose of conducting activities related to the selective vegetation removal permit application.

I hereby certify that the information contained in this document is complete and accurate to the best of my knowledge, and that I agree to all requirements and conditions set forth in this document.

Signature (Owner/Agent) _____ Date: _____

Printed Name: _____ Title: _____

'SUPPLEMENTAL INFORMATION' for Form AVM for ODA Signs

Required documentation: To be provided in both electronic and printed form by the applicant to the appropriate person in the NCDOT Division of Highways Office for selective vegetation removal requests, includes the following, items A – M:

- A. **FORM AVM** - Application for Annual Vegetation Removal Permit completed in its entirety and notarized.
- B. **Designation of power-driven equipment and applicable access**, if requested by the applicant, for any time during the 1-year permit period. A space for this information is provided on the application.
- C. **Qualifications of any contractor** to be used for the selective vegetation removal work. Attach contractor qualifications to the application or indicate (in space provided on the application) the contractor is on the Department's "Directory of Transportation Firms" database.
- D. **\$400 fee (non-refundable)**, payable to the NC Department of Transportation.
- E. **Performance / indemnity bond or certified / cashier's check**, according to the permit conditions shown on the application form. (Applicant may also provide a continuous indemnity bond to cover multiple AVM permits). See further details on bonding choices.
- F. **Certificate of liability and other insurance coverage**, according to the permit conditions shown on this form.

- I. On-site marking of vegetation cutting zone. The applicant will mark the proper permitted cutting distances according to GS 136-133.1; see attached diagram. Points A & D along the right-of-way boundary (or fence if there is a control of access fence) are to be marked with visible flagging tape. Points B & C along the travel way (white-line of roadway) are to be marked with spray paint, including the actual distances. If the sign is located along a ramp, *for any type of AVM permit*, points B & C shall be marked along the edge (white-line) of the pavement of the ramp instead of the mainline of the roadway. If the applicant's request is specifically for a "modified" vegetation cut or removal zone along a ramp, the modified area of vegetation cutting or removal, in accordance with GS 136-133.1 (a) and (a1), shall cause the point A to point B line and the point C to point D line to be relocated as long as the total aggregate area of cutting or removal does not exceed the maximum allowed for the defined cut or removal zone in GS 136-133.1 (a). Under a modified cut or removal zone, points A and D shall always remain on the right-of-way line and points B and C shall always remain on the edge of the pavement of the ramp. Such markings for a modified vegetation cut or removal zone according to G.S. 136-133.1 (a1) shall represent and equal the maximum cut or removal area along the surface of the ground allowed in G.S. 136-133.1 (a). **REMINDER: Proper marking of the site is a required item of documentation. The applicant confirms site marking has been completed by submittal of the Form AVM application. DIAGRAM: Only for a modified cut zone request along ramps**, the applicant shall include a diagram of the modified cut zone request to indicate the relocated point A to point B line and the relocated point D to point C line. If the modified cut request includes removal of existing trees as defined in GS 136-133.1 (b) through (e), the applicant may indicate the relocated points on the required site plan in lieu of a separate diagram. **CALCULATIONS: In addition only for modified cut zones**, the applicant shall include calculations showing the total aggregate area of cutting or removal equals the maximum allowed in GS 136-133.1 (a). **NOTE:** In evaluating "modified" AVM requests, NCDOT should pay special attention to the 'Additional Information' part of this form on **"SPECIAL NOTE ABOUT MODIFIED SVR ZONE REQUESTS AT SITES PREVIOUSLY CUT UNDER PRE-MODIFIED CUT LEGISLATION"**.
- J. **Tagging of trees.** The permittee shall tag with a visible material or flagging all dogwood trees that cannot be cut. **REMINDER: Tagging of trees is a required item of documentation. The applicant confirms tree-tagging has been completed by submittal of the site plan.**
- K. **Site Plan.** Applicant shall submit a site plan showing the location of any dogwood tree. **(NOTE: If no site plan is needed and all other required documentation has been submitted or fulfilled by the applicant and received by the Department and no dispute is declared, the beginning date of the 30-day Departmental application review period will be the date the application was initially received with all required documentation, including the fee. This beginning date will be noted by the Department in the designated space on page 1 of application form.**

ADDITIONAL INFORMATION:

AVM CUT ZONE DIMENSIONS for permitted outdoor advertising signs INCLUDING MODIFIED AVM ZONE ON RAMPS: See the attached diagram: "CUTTING LIMITS FOR AVM PERMITS, Effective 7-1-2024, which is page 7 of 7 in this application Form AVM. This diagram includes the modified vegetation removal zone (only for signs on ramps) per the 2013 HB 74 legislation which added G.S. 136-133.1 (a1). The modified cut zone may only be approved if the view to the outdoor advertising face will be improved and the total aggregate area of cutting or removal does not exceed the maximum allowed in subsection (a) of G.S. 136-133.1. When requested and approved, the modified vegetation cut or removal zone is a one-time modification and becomes the permanent view zone, as established and documented by the NCDOT, without further alteration for future AVM requests at that sign. In the event that a annual vegetation maintenance application is approved by the Department as a modified vegetation cut or removal zone permit, subsection (g) of G.S. 136-133.1 for cutting vegetation from the private property side along a controlled access fence shall remain applicable from relocated point A of the modified cut zone to relocated point D of the modified cut zone. If a sign is approved and implemented as a modified cut zone and later sold or transferred, the sign will remain subject to the modified cut or removal zone provisions in G.S. 136-133.1 (a1) and the zone shall not be altered in the future.

NOTARIZATION SECTION:

North Carolina or other State: _____ - _____ County

I, _____, a Notary Public for said County and State, do hereby certify

that _____ personally appeared before me this day and acknowledged
the due execution of the forgoing instrument.

Witness my hand and official seal, this the _____ day of _____, 20____

(Official Seal)

Signature of Notary Public: _____

My commission expires _____, 20____

PERMIT APPROVED BY: _____ **Division Engineer** **Date:** _____

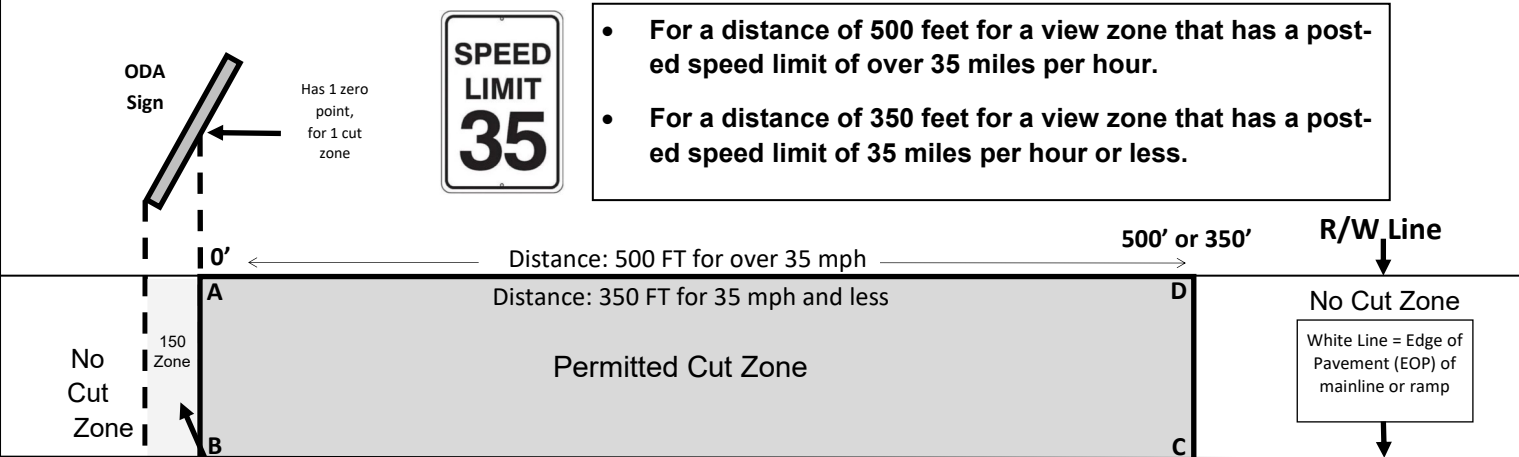
Distribution: 1. Applicant
 2. Division Roadside Environmental Engineer
 3. NCDOT Fiscal

VEGETATION CUT OR REMOVAL ZONE LIMITS effective 7-1-2024

For SVR permits issued by the NCDOT, after enactment of SB 183 (2011) and HB 74 (2013) and related NCAC rules approval for those legislations.

SPECIAL NOTE FOR MODIFIED AVM CUT ZONE REQUESTS (ONLY APPLICABLE ALONG RAMPS): The lines pt. A to pt. B and pt. D to pt. C may be relocated so long as the view to the outdoor advertising sign will be improved and the total aggregate area of cutting or removal does not exceed the maximum allowed in G.S. 136-133.1 (a). The result will be some or all portions of previous 'No Cut Zone(s)' will be per-mitted for cutting under a "modified" SVR permit when lines are relocated, but the 'Permitted Cutting Zone' (total ground surface area) will be reconfigured so there is no increase in size of the zone. This change is a onetime modification and becomes the permanent cut zone for future AVM.

Example A: Single Face Sign Cut Zone



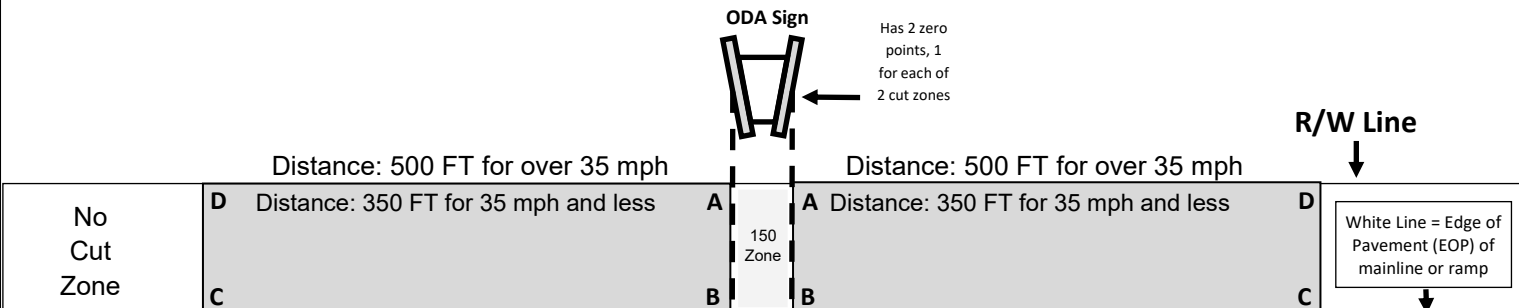
Travel Way - Including acceleration and deceleration ramps that is closest to the centerline of the sign face

Ramps: If a sign is located next to an acceleration or deceleration ramp, mark point B and C along the travel way of the ramp, not the mainline.

Diagram Not To Scale

150 Zone - Per G.S. 136-133.1 (a)(2) (HB-198 - 2024) -The sign owner or designee may also cut vegetation within any area on the State right-of-way located between viewing zones of two sign faces on the same structure, or otherwise within any area measured perpendicular from any point on the sign structure to the edge of the pavement of the main traveled way, by paying a fee of one hundred fifty dollars (\$150.00) per caliper inch to the Department of Transportation.

Example B: Double Face Sign Cut Zone - All notes from Example A applies to Example B



Travel Way - Including acceleration and deceleration ramps that is closest to the centerline of the sign face

Ramps: If a sign is located next to an acceleration or deceleration ramp, mark point B and C along the travel way of the ramp, not the mainline.

Diagram Not To Scale