

# **INSTRUCTIONS FOR PERMIT TO CONSTRUCT APPROACH**

Please complete **all** the items highlighted yellow on the Permit application:

1. Name, Address, and Phone Number
2. Road Name, Milepost, Side of Road (left or right in direction of Milepost.), **Map No.** And **Tax Lot No.**
3. Indicate if this is a change in use. You also will need to indicate the type of access; residential ( i.e., single, duplex, apartment, subdivision, etc.), commercial or industrial. **Commercial or Industrial use may require site plans.**
4. Be sure to sign and date application at the bottom left.
5. Include a check payable to Lincoln County in the amount of \$100.00

Submit completed application to Lincoln County Road Department at 880 NE 7<sup>th</sup> St. You will be given marking ribbon, which should be placed on each side of your proposed access. The proposed access must be on property you own or have an easement to use.

The application will be assigned a Permit Number and a Road Department representative will inspect the proposed access site. After the permit has been approved, it will be returned to the office for processing and a copy of the approved permit will be sent to you.

If a culvert is needed, the approved permit application will specify the size and type. It is your responsibility to purchase the culvert and have it delivered to the access site. The Lincoln County Road Department will coordinate installation of the culvert upon final approval, or you may have a contractor install your culvert, at your expense, after confirming specifications with the Road Department.

**ATTENTION:** Oregon law requires you to follow rules adopted by the Oregon Utility Notification Center. These rules are set forth in OAR 952-001-0010 through 952-001-0090. You may obtain copies of the rules by calling the center.

**The telephone number for the Oregon Utility Notification Center is (503) 232-1987.**

Phone us at (541) 265-5747 for any questions or when you are ready for installation. Thank you.

APPLICATION AND PERMIT TO  
**CONSTRUCT ROAD APPROACH**  
 ON A COUNTY ROAD

Lincoln County Road Department  
 880 NE 7<sup>th</sup> St. Newport, OR 97365-2513  
 Phone: 541.265.5747 Fax: 541.574.1295

PERMIT NO.

**FEE: \$100.00**

(SUBJECT TO CHANGE WITHOUT NOTICE)

EXPIRATION DATE

NAME  ADDRESS   PHONE <span style="float: right;">FAX</span>	ROAD NAME  ROAD NUMBER <span style="float: right;">MILEPOST</span>  SIDE OF ROAD  MAP NUMBER <span style="float: right;">TAX LOT</span>
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<p><b>APPROACH</b></p> <p>NEW <span style="margin-left: 100px;">CHANGE IN USE</span></p> <p>CHECK AND DESCRIBE YOUR USE</p> <p>RESIDENTIAL <span style="margin-left: 50px;">COMMERCIAL</span> <span style="margin-left: 50px;">INDUSTRIAL</span></p> <p>PERMANENT <span style="margin-left: 50px;">TEMPORARY</span> <span style="margin-left: 50px;">SEASONAL</span></p>	<p>(OFFICE ONLY) <b>REQUIREMENTS</b></p> <p>MONTH <span style="float: right;">TO</span>          DAY <span style="float: right;">TO</span>          HOUR <span style="float: right;">TO</span></p> <p>NOTICE : <input type="checkbox"/> NONE <input type="checkbox"/> 24 HOUR <input type="checkbox"/> 48 HOUR</p> <p>ACCESS WIDTH</p> <p>CULVERT DIAMETER <span style="margin-left: 50px;">LENGTH</span> <span style="margin-left: 50px;">TYPE</span></p> <p><input type="checkbox"/> INSURANCE <input type="checkbox"/> TRAFFIC CONTROL <input type="checkbox"/> BOND AMOUNT</p>
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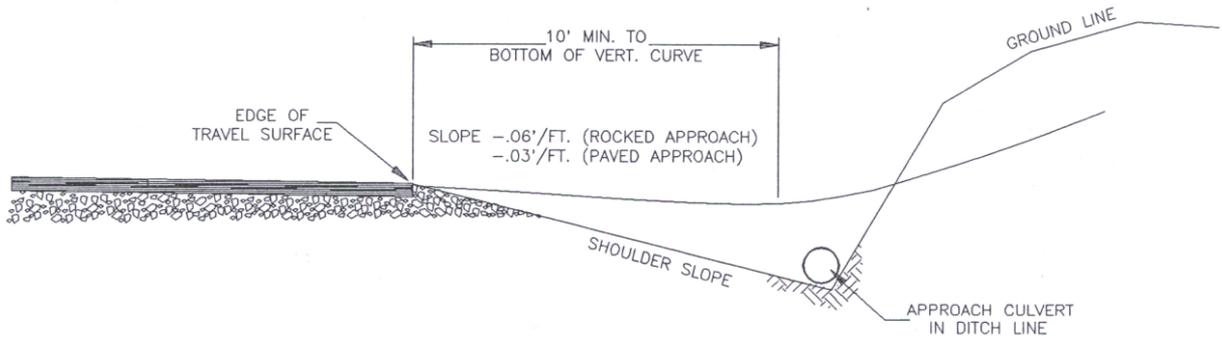
**SPECIAL PROVISIONS**

1. THIS PERMIT IS SUBJECT TO THE TERMS AND CONDITIONS GOVERNING ROAD APPROACH PERMITS BY **LCC 6.005 THROUGH 6.055**. COPIES OF THE LINCOLN COUNTY ROAD APPROACH ORDINANCE MAY BE OBTAINED UPON REQUEST.
2. THE APPROACH (S) SHALL BE CONSTRUCTED TO THE SPECIFICATIONS ON THE REVERSE SIDE OF THIS FORM, AND ANY SPECIAL PROVISIONS SET FORTH BY THE ENGINEER.
3. APPLICANT OR HIS CONTRACTOR, SHALL NOTIFY THE ROAD SUPERINTENDENT AT THE LINCOLN COUNTY OFFICE IN NEWPORT, OREGON (541.265.5747) PRIOR TO COMMENCING WORK AND AFTER COMPLETING CONSTRUCTION OF THE APPROACH (S) COVERED BY THIS PERMIT.
4. NOTHING CONTAINED IN THIS PERMIT CONSTITUTES A FINDING OF COMPLIANCE WITH ANY LAND USE, ENVIRONMENTAL LAW, OR OTHER REGULATIONS. BEFORE COMMENCING ANY WORK UNDER THIS PERMIT, THE APPLICANT SHOULD OBTAIN ALL NECESSARY LAND USE AND ENVIRONMENTAL PERMITS, IF ANY, FROM ALL APPROPRIATE GOVERNMENTAL REGULATORY ENTITIES WITH JURISDICTION OVER THE AREA OF WORK.

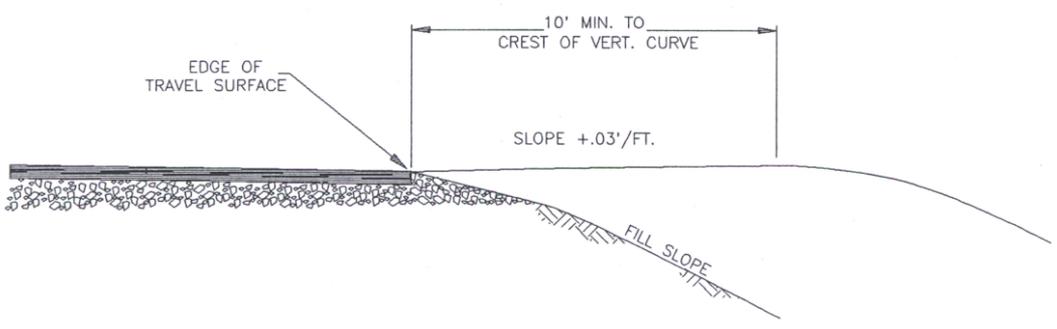
**ATTENTION:** OREGON LAW REQUIRES YOU TO FOLLOW RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THESE RULES ARE SET FORTH IN **OAR 952-001-0010 THROUGH 952-001-0090**. YOU MAY OBTAIN COPIES OF THE RULES BY CALLING THE CENTER.  
**THE TELEPHONE NUMBER FOR THE OREGON UTILITY NOTIFICATION CENTER IS (503) 232-1987.**

SIGNATURE <span style="float: right;">DATE</span>	FOREMAN <span style="float: right;">DATE</span>
SENT BY <span style="float: right;">DATE</span>	PUBLIC WORKS DIRECTOR <span style="float: right;">DATE</span>

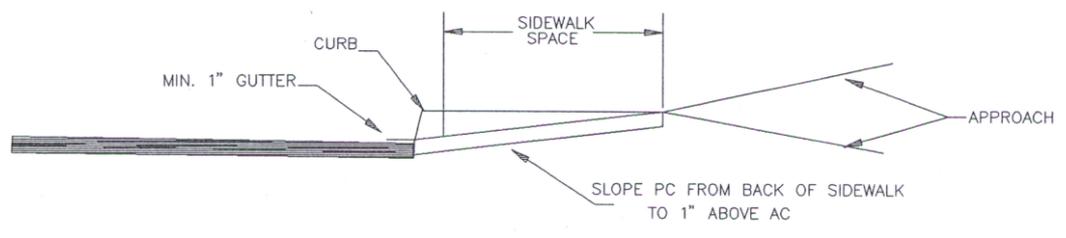
APPLICANT DECLARES HE OR SHE IS THE OWNER OR LESSEE OF THE REAL PROPERTY ABUTTING THE ABOVE DESCRIBED HIGHWAY, HAS AN EASEMENT, OR OTHER LAWFUL AUTHORITY TO APPLY FOR THIS PERMIT. THIS PERMIT IS ISSUED SUBJECT TO THE PROVISIONS CONTAINED HEREIN.



- CUT SECTION -



- FILL SECTION -



- CURB SECTION -