



**Oldham County Engineer's Office**  
**Road Encroachment Application**

**\$50.00 FEE**

**Applicant Information:**

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

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

City, State, Zip Code: \_\_\_\_\_

**Location of Requested Encroachment:** \_\_\_\_\_

**TYPE OF ENCROACHMENT:**

Residential: \_\_\_\_\_ Commercial: \_\_\_\_\_ Other: \_\_\_\_\_

**\*\*\* FOR PROPER EVALUATION \*\*\***

**APPLICANT MUST PLACE STAKE IN CENTER OF PROPOSED DRIVEWAY.**

**Read and Sign Pages 1 and 2**

**APPLICANT SIGNATURE:** \_\_\_\_\_

-----**DO NOT WRITE BELOW THIS LINE**-----

Inspector: \_\_\_\_\_ Date: \_\_\_\_\_

**A Minimum 15" X 20' CMP or Equivalent Driveway Culvert is required: YES / NO**

\$50.00 Fee Paid: YES / NO Cash/Check Number: \_\_\_\_\_

Building Permit: \_\_\_\_\_ Parcel ID #: \_\_\_\_\_

Remarks: \_\_\_\_\_

**In the event the entrance pipe becomes damaged during construction on the premises, all work shall cease until the pipe is repaired or replaced:**

**If this permit is not used within 90 days from date of issuance, it becomes null and void.**

**ENCROACHMENT REQUIREMENTS**  
**CONDITIONS OF APPROVAL:**

1. BEST MANAGEMENT PRACTICES FOR CONSTRUCTION ACTIVITIES [I.e. SILT FENCE, ROCK CHECK DAMS, SEDIMENT BASINS, ETC.] MUST BE PROPERLY INSTALLED AND MAINTAINED OPERATIONAL THROUGHOUT THE DURATION OF THE PROJECT, UNTIL FINAL SOIL STABILIZATION IS COMPLETE.
2. THE PERMIT HOLDER AGREES TO COMPLETE THE CONSTRUCTION OF THE ENTRANCE AS DIRECTED, PRIOR TO ANY OTHER WORK BEING INIATED ON THE PERMITTED PROPERTY.
3. THE PERMIT HOLDER AGREES TO MAINTAIN THE ENTRANCE INCLUDING ANY REQUIRED PIPE IN ITS APPROVED CONDITION DURING THE PERMITTED CONSTRUCTED.
4. THE PERMIT HOLDER WILL LIMIT INGRESS AND EGRESS TO THE APPROVED ENTRANCE DURING THE PERMITTED CONSTRUCTED.
5. THE PERMIT HOLDER AGREES TO ACCEPT RESPONSIBILITY FOR ANY FOREIGN MATERIAL DEPOSITED UPON THE COUNTY ROAD AS A RESULT OF CONSTRUCTION AND SHALL IMMEDIATELY REMOVE SAID MATERIALS.
6. THE PERMIT HOLDER AGREES TO PROMPLY REPAIR THE COUNTY'S RIGHT-OF-WAY, RESULTING FROM HIS ACTIONS OR THOSE OF HIS AGENTS TO INCLUDE ROADWAY, DITCHES, SHOULDERS, ETC. DURING THE PERMITTED CONSTRUCTION.
7. AT ANY TIME DURING THE CONSTRUCTION ON SAID PROPERTY, FAILURE TO COMPLY WITH THE TERMS OF THIS PERMIT SHALL RESULT IN A STOP WORK ORDER TO INCLUDE ANY CONSTRUCTION ON SAID PROPERTY.

APPLICANT SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_