ACCESS DRIVEWAY PERMIT APPLICATION

(Graphics to public roads or rights-of-way only)

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Date: __________________________________________ Access Permit Number: __________
Land Use File Number (if applicable): ________________________________
Road Name: ________________________________ Road Number: ________________________________
Applicant’s Name: ________________________________
Phone: (___) __________ Mailing Address: ________________________________ City/State/Zip: ______
Permit Address (if different): ________________________________
Applicant’s Email Address: ________________________________
Property Description: Township____ Range____ Section_____ Tax Lot_________________
Nearest Intersection: ________________________________
Type of Access (check one): ☐ Residential ☐ Commercial ☐ Farm
Type of Surface to be constructed (check one): ☐ Concrete ☐ Aggregate or Cinder Base ☐ Asphalt
Other: ________________________________

Applicant hereby applies to Deschutes County for permission to construct a driveway access at the permit address above. All work shall be in conformance with Deschutes County Code 17.48.210, 17.48.220 and 12.28. The driveway access shall be maintained as approved and shall not present a traffic hazard for road or driveway users.

Applicant agrees and understands that this permit does not constitute a land use permit. Any development of property connected with this permit must comply with all applicable land use regulations.

Please include a drawing or site plan sketch (space provided on the back of this form), showing the location and type of access. It should indicate the driveway's position relative to landmarks such as roads, other driveways, fence lines, power poles, etc. Please include a north arrow, and mark the proposed access in the field at the road with stakes, flags or paint on the road so the inspector can readily locate it. For properties within unincorporated communities, please indicate whether a curb cut and/or sidewalks will be required. If required, public sidewalks shall be constructed at the time the driveway access is constructed. Note: If a curb cut is required for the installation of the driveway, a permit to work in the public right-of-way is required from the County Road Department.

Disclaimer: Deschutes County will not take responsibility for ensuring that all other conditions of any other regulating agency have been complied with. It is the responsibility of the homeowner to meet any existing subdivision covenants, conditions and restrictions, and all other neighborhood and regulatory agency requirements. Applicant/Owner agrees to remove any construction elements not meeting standards, as determined by Deschutes County.
Applicant’s Signature: ____________________________ Date: ____________

Amount Received: ____________ Receipt No: ____________ Check No./Cash: ____________

Area Drawing Showing Subject Property
(A map may also be attached)

Office Use Only

Special Conditions: ___________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
Distance to Nearest Intersection: ____________________________ Mile Point: __________

Approved by: DESCHUTES COUNTY ROAD DEPARTMENT

Printed Name: ____________________________ Date: ____________

DESCHUTES COUNTY COMMUNITY DEVELOPMENT DEPARTMENT

Printed Name: ____________________________ Date: ____________