



2705 E 2<sup>nd</sup> Street  
The Dalles, OR 97058  
Ph # (541) 506-2640  
Fax # (541) 506-2641

## ROAD ENCROACHMENT PERMIT APPLICATION

Applicant: \_\_\_\_\_ By: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Date of Application: \_\_\_\_\_

**Company or individual accepting ownership & maintenance responsibilities for facility if different:**

Name: \_\_\_\_\_ Contact: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Applicant hereby applies to the Wasco County Public Works for permission to install the following within the County right-of-way:**

Construct, operate and maintain a \_\_\_\_\_

Location of proposed installation:

Road Name(s): \_\_\_\_\_ Road No(s): \_\_\_\_\_

Mile Post: \_\_\_\_\_ Direction: \_\_\_\_\_ From: \_\_\_\_\_

T: \_\_\_\_\_ R: \_\_\_\_\_ Sec: \_\_\_\_\_ Tax Lot: \_\_\_\_\_

**\* Attach a detailed traffic control plan showing layout of warning signs and/or flaggers.**

**\* Attach a detailed map or plan depicting the proposed location and work to be performed.**

# ROAD ENCROACHMENT PERMIT APPLICATION

## INSTRUCTIONS

1. **THIS IS NOT A PERMIT.** Your permit will be issued later. Once the application has been processed and the proposed facility site inspected, you will be assigned a Permit Number and a permit will be issued to you.
2. List the name of the applicant (individual or company), complete mailing address, daytime phone number, fax number if applicable, and the name of the contact person if the applicant is a company. The Individual or company that will accept ownership and future maintenance responsibility for the facility must be listed on the application.
3. The location of the proposed work shall be identified by road or street name and address. Provide milepost and direction from nearest road or intersection if the proposed facility does not have an assigned address. For all applications, a legal description of the proposed location must be provided.
4. All road encroachment permit applications shall include a location map and a set of plans or sketch detailing the proposed work. The plan or sketch shall include the length of the proposed work, the location and number of all signs, fences or structures to be installed, and if any excavation work is necessary.
5. All road encroachment permit applications must include a detailed traffic control plan. The traffic plan shall be approved by Wasco County prior to any work.
6. Attached to the permit application is a copy of the Road Encroachment Permit Regulations. These regulations apply to all work to be performed and it is the applicant's responsibility to insure that all permit regulations and conditions are followed.

**Failure to provide required information or attachments will delay permit application processing.**