



Ross County Building Department

SUITE 201 • 15 NORTH PAINT STREET

CHILLICOTHE, OHIO 45601-3116

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JOSHUA HETTINGER
ADMINISTRATOR, CBO

Permit # _____

Access Permit Application

The issuance of this permit **does not guarantee** that the sight distance for this driveway is adequate for motorist to safely enter or exit. The issuance of this permit is only a governmental permit and the applicant should not rely upon such permit in determining safe ingress and egress.

(1) This form must be completed by the property owner or their agent.

Name: _____

Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____

Email: _____

(2) Type of permit requested: Commercial Residential Field Utility Drainage

(3) Briefly describe work to be performed. (Attach plans and see Instructions)

(4) Location where work is to be performed. Give sufficient detail to locate the site accurately, such as the distance in miles or feet from nearest address. Twp: _____

(5) Does the property owner own or have any interests in any adjacent property? Yes No

(6) Prior to any excavation in the highway right-of-way, the Ohio Utilities Protection Service (OUPS) must be contacted in accordance with ORC Section 3781.25 to 3781.32. OUPS can be reached at 1-800-362-2764.

(7) Open cutting of pavement shall not be permitted unless no reasonable alternate method is available. Written approval of the Ross County Engineer or Township Trustees must be obtained.

(8) I have been given the opportunity to review the policies and regulations pertaining to the permit for which I have applied. If a permit is subsequently issued to me by the Ross County Planning & Building Department, I understand that the permit will state the terms and conditions for its use, and I agree to comply with all conditions and regulations stipulated on or attached to the permit. I also understand and agree that failure to comply fully with all conditions and regulations of the permit or any change in the use of the permit inconsistent with its terms and conditions will be considered a violation and cause for suspension, revocation, or annulment of the permit thereby rendering the permit illegal and subject to appropriate Department action, up to and including removal of the installation at the permittee's expense.

SIGN HERE	→	_____
		Signature of Property Owner or Agent for Owner
		Date _____

Preliminary Access Approval: Approved Disapproved

Final Access Approval: Approved Disapproved

CONTACT THE PLANNING & BUILDING DEPARTMENT FOR FINAL INSPECTION WHEN ACCESS IS INSTALLED.

Pipe Size: _____

Comments: _____

Address given: _____

Office Use Only		
Cash <input type="checkbox"/>	Ck <input type="checkbox"/>	Credit <input type="checkbox"/>
Receipt _____	Con# _____	
Ck# _____	Date Rec'd _____	
Rec'd By _____		
Permit Fee: \$35.00 <input type="checkbox"/>		
Regulations: \$3.00 <input type="checkbox"/>		
<i>Make checks payable to Ross Co Building Dept</i>		

A COPY OF THESE REGULATIONS ARE AVAILABLE AT THE ROSS COUNTY PLANNING & BUILDING DEPARTMENT FOR A FEE OF \$3.00.