



# ENTRANCE PERMIT

DOUGLAS COUNTY PUBLIC WORKS  
3755 E 25<sup>TH</sup> STREET, LAWRENCE, KS 66046  
785.832.5293 | Fax: 785.842.1201

The purpose of new entrance:  House  Field  Business  Temporary  Other

**New Entrance:** Property Owner hereby agrees to construct entrance according to Douglas County specifications and to hold Douglas County harmless for any injury to any individuals which may occur while working on County right-of-way. Property Owner (or contractor) shall provide proper traffic control per Douglas County specifications during construction. Property Owner (contractor) shall notify Douglas County Public Works department at least 24 hours prior to beginning construction. Entrance must be inspected, constructed and accepted by the Douglas County Public Works Department within **6 months** of the issuance date of this permit. If new entrance not constructed and accepted **within 6 months** of this date, any and all construction shall cease, and a new application for an entrance must be made.

New Entrance Permit Fee: \$75.00 Payment Received by:

**Unapproved Existing Entrance:** Property agrees to construct entrance according to Douglas County specifications and to hold Douglas County harmless for any injury to any individuals which may occur while working on County right-of-way. Property Owner (or contractor) shall provide proper traffic control per Douglas County specifications during construction. Property Owner (contractor) shall notify Douglas County Public Works department at least 24 hours prior to beginning construction. Entrance must be inspected, constructed and accepted by the Douglas County Public Works Department **within 6 months** of the issuance date of this permit. If new entrance not constructed and accepted within 6 months of this date, any and all construction shall cease, and a new application for an entrance must be made.

Unapproved Entrance Permit Fee: \$75.00 Payment Received by:

**Existing Entrance:** Property Owner understands that if the existing entrance is not sufficient for access to the proposed building site, Property Owner may be required to pay \$75.00 permit fee and will be required to modify/reconstruct the existing entrance to meet the specifications established by Douglas County in order to receive a building permit.

Property Owner:		Email:	Daytime Phone:
Address:	City, State:	Zip Code:	Home Phone:
Contractor (if known):		Email:	Daytime Phone:
Address:	City, State:	Zip Code:	Home Phone:

Location of New/Existing Entrance: County Route/Road Number:

Section:	Township:	Range:	Quarter Section:	Subdivision:	Lot:	Block:
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Specify Entrance location with approximate address or tie to local landmarks:

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

OFFICE USE ONLY	
Entrance Permit No.	Date flag placed at entrance