



# Wasatch County

## ENGINEERING DEPARTMENT

25 North Main Heber City, Utah 84032

Phone: (435)657-3180 Fax: (435)657-0283

<http://www.wasatch.utah.gov/Engineering>

## DRIVEWAY & ENCROACHMENT PERMIT APPLICATION INSTRUCTIONS & PROCEDURE

**THIS PERMIT IS REQUIRED FOR THOSE INDIVIDUALS CONNECTING THEIR DRIVEWAY TO A WASATCH COUNTY ROAD OR LANDSCAPING IN THE WASATCH COUNTY RIGHT-OF-WAY OR APPLICANTS REQUESTING A PERMIT FOR A DRIVEWAY WITHOUT AN APPROVED BUILDING PERMIT. THE LENGTH OF THE DRIVEWAY MUST BE LESS THAN 200 FEET LONG WITH A GRADE OF 10% OR LESS WITH NO BRIDGES OR RETAINING WALLS OVER 4 FEET HIGH.**

Review Wasatch County Code <https://wasatch.municipalcodeonline.com> and APWA (American Public Works Association Utah Chapter) <http://utah.apwa.net/>.

1. Complete Application by person or company responsible for the Work.
2. Provide Detailed Drawing of Work. (Including: Vicinity map, limiting dimensions of "grading" with depths of cut and fill, location of property lines, location of buildings, or structures within 15 feet of work, and location of all drainage features).
3. The length of the driveway must be 200 feet in length or less; with a grade of 10% or less; with no bridges, retaining walls or slope retention. Anything in excess requires the Grading Permit application.
4. A shared driveway connecting more than one lot must use the Subdivision Construction Permit Application.
5. When impacting traffic provide a Traffic Control Plan (TCP) in accordance with the Manual of Uniform Traffic Control Devices (MUTCD).
6. Replace all disturbed shoulders with 4 inches of compacted roadbase.
7. Provide Erosion Control and Re-Vegetation Plan for sites greater than one acre.
8. Re-seed all disturbed soils and replace any disturbed pre-existing landscaping.
9. Provide a Certificate of Liability Insurance in accordance with county standards.
10. Pay applicable Fees.

**ALL WORK MUST BE COMPLETED AS PER WASATCH COUNTY CODE and APWA UTAH**



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Revised Mar 2020

Permit #:

Permit Date:

Permit Fee:

### Driveway & Encroachment Permit Application

#### Applicant Information

<b>Applicant Name:</b>	Phone:
Address:	Email:
<b>Project Address:</b>	<b>Parcel Number:</b>
<b>Contractor Name:</b>	Phone:
Contractor's License #:	Email:
Liability Insurance Carrier:	Policy #:
<b>Date Work To Begin:</b>	<b>Date of Completion:</b>

The Applicant shall be the party responsible for the work and to whom all communications are to be directed. Driveway Encroachment permits are valid for a period of 60 days from the date received. All work require a 48 hour notice prior to work. All construction, restoration must be completed within the 60 day period of permit, unless extended in writing by the Wasatch County Engineering Department.

#### Project Description

Describe work:

#### Encroachment Permit Fees

<b>PERMIT FEE</b>		
Permit Fee \$100		\$
<b>NOXIOUS WEED CONTROL FEE</b>		
\$125 minimum fee up to 1/2 acre plus \$125 for each additional 1/2 acre	\$ 125.00 X	\$
<b>Total</b>		<b>\$</b>

#### Submittal Requirements

1. Completed Application     
 2. Permit Fee     
 3. Detailed Drawing of Work     
 4. Traffic Control Plan  
 5. Certificate of Insurance     
 6. SWP3/ECP Revegetation

By signing this application, the applicant agrees to comply with all State and Federal Laws and Wasatch County Design and Construction Standards, County Codes, and ordinances.

Applicant Signature:	Date:
Approved By:	Date:
Final Inspection:	Date:

A SIGNED COPY OF THIS PERMIT APPLICATION MUST BE AVAILABLE AT THE JOB SITE. This permit is issued only as permission to excavate in the public right of way. It is not a grant of easement or other similar interest. Permittee shall acquire easements from affected owners as required.