GARY W. MOORE
COUNTY JUDGE/EXECUTIVE

JEFFREY S. EARLYWINE
COUNTY ADMINISTRATOR

BOONE COUNTY
PUBLIC WORKS

SCOTT PENNINGTON
DIRECTOR

BOONECOUNTYKY.ORG

Encroachment Permit Application

Date_____

Applicant Name: _____ Contact Person: _____
Address: _____ Phone: _____
City, State, Zip: _____ Email: _____
Phone: _____

Type of Encroachment
_☐_ Industrial Entrance
_☐_ Commercial Entrance
_☐_ Residential Entrance
_☐_ Farm Entrance
_☐_ Utility Encroachment ____☐_ Underground ☐_ Overhead
_☐_ Other (Specify) _____

Encroachment Location: _____

Description of Work to be Completed: _____
_____
_____
_____
_____
_____

Separate Attached Drawings Required for All Encroachments Other than Residential

Application Fee: Industrial Entrance - $400.00 ea
Commercial Entrance - $200.00 ea All
Other Entrances – Free
Utility encroachment - Free

Make checks payable to: Boone County Fiscal Court

Return completed application and fee to: Boone County Public Works
5645 Idlewild Rd.
Burlington, KY 41005

The applicant agrees to the following terms and conditions:

1. The applicant shall comply with and is bound by the requirements of the Boone County Public Works Department's Regulations.

2. Applicant agrees that if the Department determines that vehicular capacity deficiencies or over capacity conditions develop as a result of the installation and use of this facility, the applicant shall adjust, relocate or reconstruct the facilities and/or provide and bear the expense for signs, storage lanes of other corrective measures reasonably deemed necessary by the Department and set forth in the Department's Regulations within a reasonable length of time after receipt of written notice regarding such adjustments, relocation, additions modifications and/or corrective measures, such time to be specified in the notice.

3. The said encroachment will not infringe on the frontage rights of an abutting owner without written consent of the said owner as hereto: "I (we) consent to the granting of attached permit."
   Date:_____ (This does not apply to utilities which serve the general public).

4. Any permit granted hereunder shall be with the full understanding that it shall not interfere with any similar rights or permits heretofore granted to any other party except as otherwise provided by law.

5. A plan prepared by_____and dated_____is attached hereto and made a part hereof, which describes the facilities to be constructed by the applicant for which facilities this permit is granted. The applicant agrees as a condition to the issuance of the permit to construct and maintain such facilities in accordance with said plan, and the applicant shall not use the facilities authorized herein in any manner contrary to that prescribed by this permit and plan. Normal usage and routine maintenance only are authorized under this permit.

6. Applicant shall comply with the Manual on Uniform Traffic Control Devices as revised to and in effect on the date of the issuance of this permit which is made a part hereof by reference.

7. Applicant shall at all times from date when work is first commenced and until such time as all facilities are removed from the right-of-way premise, defend, protect and save harmless the Department from all liability, claims, and demands arising out of work undertaken by the applicant pursuant to this permit, due to any negligent act or omission by the applicant, its servants, agents employees or contractors. This provision shall not inure to the benefit of any third party or operate to enlarge any liability of the Department beyond that existing at common law if this right to indemnity did not exist.

8. Upon a violation of any of the provisions of this permit, the Department may revoke the permit by giving notice to the applicant in writing to remove from the right-of-way nay facilities placed thereon within a reasonable time as set forth in the notice, and in the event said facilities are not so removed, and the right-of-way restored the Department may cause same to be removed, and the costs thereof shall be charged to the applicant.

9. If the work authorized by this permit is on a project in the construction phase, it shall be the responsibility of the applicant to make contact the Inspection Services Division of the Boone County Public Works Department.

10. This permit does not alleviate any requirements of any other government agency.

11. Applicant agrees to keep the priority route in which this permit was issued clear of dirt, mud and debris during construction and for the life of this permit.

12. An asphalt concrete or portland cement concrete apron, of a minimum of 19 feet in length for the width of the driveway, shall be provided from the edge of the paved portion of the street upon which the driveway is encroaching (per section 3314 of the Boone County Zoning Regulations).

13. This application will become void one (1) year from applicant signature date. Applicant must contact Engineering Services when the work is complete. (859) 334-3600.

Applicant Signature _____ Date _____

Approval _____ Date _____

Release Date _____ Permit No. _____