

# ACCESS MANAGEMENT PERMIT

Knox County Engineer  
422 Columbus Road  
Mount Vernon, OH 43050  
Telephone (740) 397-1590

Permit # \_\_\_\_\_  
Date Paid \_\_\_\_\_  
Amount Paid \_\_\_\_\_  
\_\_\_\_\_ Check \_\_\_\_\_ Cash

## PERMIT TYPE & FEES

<input type="checkbox"/> <b>Residential</b> \$60.00	<input type="checkbox"/> <b>Commercial</b> \$100.00	<input type="checkbox"/> <b>Field Entrance</b> \$40.00	<input type="checkbox"/> New Drive	<input type="checkbox"/> Existing Drive
Make checks payable to: <b>Knox County Engineer</b>			<input type="checkbox"/> Add length <input type="checkbox"/> Replace pipe	

## APPLICANT INFORMATION

Property Owner Name _____	Phone # _____	
Name of Contact Person _____	Phone # _____	
Current Mailing Address _____		
City _____	State _____	Zip Code _____
Email Address _____		

## SITE INFORMATION

<input type="checkbox"/> County Road # _____	<input type="checkbox"/> Township Road # _____	Parcel # _____
Road Name _____	Township _____	
Provide detailed location of proposed access or address of nearest property (must attach map/diagram): _____ _____ _____		
<b>APPLICANT MUST HAVE DRIVEWAY STAKED OR MARKED PRIOR TO REVIEW</b>		

## OUPS NOTIFICATION

<p>It is understood that the culvert will be placed and maintained by the property owner, lessee, or contractor. Access Management Permits must be approved and issued by the Knox County Engineer prior to installation. Please allow seven (7) days to process this application. It is the applicant's responsibility to contact the Ohio Utilities Protection Service (OUPS) to locate underground utilities prior to digging.</p> <p style="text-align: center;"><b>CALL OUPS BEFORE YOU DIG: 1-800-362-2764 or 811</b></p>
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\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**FIELD REVIEW**

Sight Distance: \_\_\_\_\_ N S E W Distance to the nearest intersection: \_\_\_\_\_  
Sight Distance: \_\_\_\_\_ N S E W \_\_\_\_\_  
Verified by measurements:  Yes  No \_\_\_\_\_  
Visible Obstructions: \_\_\_\_\_  
\_\_\_\_\_  
GPS Location: \_\_\_\_\_ Latitude \_\_\_\_\_ Longitude \_\_\_\_\_  
Culvert Requirements:  
\_\_\_\_\_ Diameter of Pipe  Galvanized Corrugated Metal  
\_\_\_\_\_ Length of Pipe (Minimum)  Double Walled Plastic  
 Reinforced Concrete  
 No Pipe Needed  
Inspection Notes / Recommendations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**APPROVAL**

PRELIMINARY APPROVAL: \_\_\_\_\_  
Field Inspector Date  
FINAL APPROVAL: \_\_\_\_\_  
Knox County Engineer Date  
**PERMIT EXPIRES WITHIN ONE (1) YEAR OF THE DATE OF APPROVAL**  
**TEMPORARY PERMITS EXPIRES WITHIN SIX (6) MONTHS OF THE DATE OF APPROVAL**

Office Use Only

Copy to: Applicant \_\_\_\_\_ Tax Map \_\_\_\_\_ Township \_\_\_\_\_  
 Mail  Email