

**IDAHO COUNTY ROAD DEPT.**

**4682 HWY 13**

**KOOSKIA, ID 83539**

**PHONE: 208-926-4471**

**FAX: 208-926-7721**

**[vlycan@idahocounty.org](mailto:vlycan@idahocounty.org)**

You need only send back or take to your local road foreman the actual permit application with the \$100 administration fee for each permit. If you wish to make copies for future use, please feel free to do so.

Both permits, utilities and approach, are enclosed in the event that you need both.

If returning to your local road foreman, outside of the Kooskia/Kamiah area. you may wish to contact them at:

Elk City: 208-842-2280

Riggins: 208-628-3608

Both lines are phone/fax lines. If no one is at the shop, you may fax your request to them and they will return your call when they get back to the shop.

Thank you,

Vicky

IDAHO COUNTY ROAD DEPT  
4682 HWY 13  
KOOSKIA, ID 83539

**\$100 ADMIN. FEE**  
**VALID FOR 90 DAYS FROM DATE OF ISSUE**

## APPLICATION AND PERMIT TO USE PUBLIC RIGHT-OF-WAY APPROACHES

COPY OF PERMIT MUST BE PRESENT AT WORK SITE DURING CONSTRUCTION

**PUBLIC ROAD SURFACE TYPE:** (DIRT) (GRAVEL) (PAVEMENT)

START DATE: \_\_\_\_\_

EST COMPLETION DATE: \_\_\_\_\_

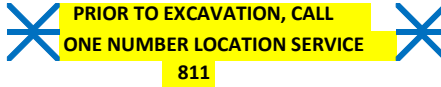
ROAD NAME: \_\_\_\_\_

LOCATION: \_\_\_\_\_

SIGHT DISTANCE: \_\_\_\_\_

**NOTICE:**

This permit shall not be validated for excavation until, or unless, the provision of idaho code Title 55, Chapter 22 have been complied with.



POSTED SPEED: \_\_\_\_\_

**APPROACH**

\_\_\_\_ Single Residence  
\_\_\_\_ Multiple Residence \_\_\_\_\_ No. Served  
\_\_\_\_ Business - Type \_\_\_\_\_  
\_\_\_\_ Agriculture

WIDTH \_\_\_\_\_ SURFACE TYPE \_\_\_\_\_  
ESTIMATED ADT \_\_\_\_\_ (VEHICLE COUNT)

Must meet the requirements of Local Highway Technical Assistance Council (LHTAC) Standard Approach Policy & #49-221. Idaho Code.

n/a OTHER

EXPLAIN: \_\_\_\_\_

**ATTACH SKETCH OF PROPOSED WORK AND TRAFFIC CONTROL PLANS**

SPECIAL PROVISIONS:

See Attached for General Provisions.

I CERTIFY THAT I AM THE OWNER OR AUTHORIZED REPRESENTATIVE OF THE PROPOSED PROPERTY TO BE SERVED AND AGREE TO DO THE WORK REQUESTED HEREON IN ACCORDANCE WITH THE GENERAL REQUIREMENTS PRINTED ON REVERSE SIDE. THE SPECIAL PROVISIONS AND THE PLANS MADE A PART OF THIS PERMIT.

NAME OF PERMITEE

APPLICANT-PLEASE TYPE OR PRINT

ADDRESS

SIGNATURE OWNER/AUTHORIZED REPRESENTATIVE

CITY

STATE

ZIP

DATE

SUBJECT TO ALL TERMS, CONDITIONS AND PROVISIONS SHOWN ON THIS FORM OR ATTACHMENTS. PERMISSION IS HEREBY GRANTED TO THE ABOVE-NAMED APPLICANT TO PERFORM THE WORK DESCRIBED ABOVE.

**FOR LOCAL HIGHWAY JURISDICTION USE**

**TEMPORARY PERMIT**

TENTATIVE APPROVAL SUBJECT TO INSPECTION OF INSTALLATION

Date: \_\_\_\_\_

By: \_\_\_\_\_  
LHJ Authorized Representative

**FINAL PERMIT**

Approved \_\_\_\_\_ Date: \_\_\_\_\_ Rejected \_\_\_\_\_ Date: \_\_\_\_\_

Corrections Required: \_\_\_\_\_

Approved By: \_\_\_\_\_  
LHJ Authorized Representative

# APPLICATION AND PERMIT TO USE PUBLIC RIGHT-OF-WAY UTILITIES AND ENCROACHMENTS

**Admin Fee \$100**  
**Good for 90 days**

COPY OF PERMIT MUST BE PRESENT AT WORK SITE DURING CONSTRUCTION

**PUBLIC ROAD SURFACE TYPE:** (DIRT) (GRAVEL) (PAVEMENT)

START DATE: \_\_\_\_\_

EST. COMPLETION DATE: \_\_\_\_\_

ROAD NAME: \_\_\_\_\_

LOCATION: \_\_\_\_\_

## NOTICE

This permit shall not be validated for excavation until, or unless, the provision of Idaho code Title 55, Chapter 22 have been complied with.  
PRIOR TO EXCAVATION, CALL ONE NUMBER  
LOCATION SERVICE  
Telephone No. \_\_\_\_\_

UTILITY OR OTHER USE	DISTANCE FROM: _____ CENTER LINE _____ RIGHT-OF-WAY LINE _____
	ANGLE OF CROSSING _____ UTILITY TYPE _____
	SIZE OF PIPE _____ PRESSURE _____
	VERTICAL CLEARANCE _____ DEPTH _____
OVERHEAD <input type="checkbox"/>	
UNDERGROUND <input type="checkbox"/>	

A PLAN OF PROPOSED WORK AND APPLICABLE TRAFFIC CONTROL PLANS MUST BE ATTACHED:  
SPECIAL PROVISIONS:

See reverse side for General Provisions.

I CERTIFY THAT I AM THE AUTHORIZED UTILITY COMPANY REPRESENTATIVE AND REQUEST PERMISSION TO CONSTRUCT THE ABOVE FACILITIES WITHIN THE ROADWAY RIGHT-OF-WAY IN ACCORDANCE WITH THE GENERAL PROVISIONS PRINTED ON THE REVERSE SIDE OF THIS FORM. THE SPECIAL PROVISIONS AND THE PLANS MADE A PART OF THIS PERMIT.

COMPANY NAME	APPLICANT- PLEASE TYPE OR PRINT
ADDRESS	SIGNATURE AUTHORIZED REPRESENTATIVE
CITY STATE ZIP	DATE

SUBJECT TO ALL TERMS, CONDITIONS AND PROVISIONS SHOWN ON THIS FORM OR ATTACHMENTS. PERMISSION IS HEREBY GRANTED TO THE ABOVE NAMED APPLICANT TO PERFORM THE WORK DESCRIBED ABOVE.

## FOR LOCAL HIGHWAY JURISDICTION USE

### TEMPORARY PERMIT

TENTATIVE APPROVAL SUBJECT TO INSPECTION OF INSTALLATION

Date: \_\_\_\_\_

By: \_\_\_\_\_

LHJ Authorized Representative

### FINAL PERMIT

Approved ☐ Date: \_\_\_\_\_ Rejected ☐ Date: \_\_\_\_\_

Corrections Required: \_\_\_\_\_

Approved By: \_\_\_\_\_

LHJ Authorized Representative

# **CONTACT INFORMATION**

NAME \_\_\_\_\_

PHONE \_\_\_\_\_

CELL # \_\_\_\_\_

EMAIL \_\_\_\_\_

# IDAHO COUNTY ROAD DEPT.

4682 HWY 13

KOOSKIA, ID 83539

PHONE: 208-926-4471

FAX: 208-926-7721

[gmeinen@idahocounty.org](mailto:gmeinen@idahocounty.org)

## APPLICATION & PERMIT TO USE PUBLIC RIGHT-OF-WAY

1. **A \$100 ADMINISTRATIVE FEE IS REQUIRED AND IS NON-REFUNDABLE.**
2. The ICRD may change, amend or terminate this permit or any of the conditions herein enumerated if permit fails to comply with its provisions or requirements as set forth herein.
3. Approaches shall be for the bona fide purpose of securing access and not for the purpose of parking, conducting business, or servicing vehicles on the public right-of-way.
4. No revisions or additions shall be made to an approach or its appurtenances on the public right-of-way without the written permission of ICRD.
5. The permittee shall furnish all material, labor and equipment involved in the construction of the approach and its appurtenances. This shall include furnishing approved drainage pipe, curb and gutter, and concrete sidewalk. etc., where required. Minimum culvert size is twelve (12) inches. Materials and workmanship shall be good quality and are subject to inspection and approval by ICRD.
6. The ICRD reserves the right to require the permittee, its successors and assigns, it any time, to make such changes, additions, repairs, and relocations to any approach or its appurtenances within the public right-of-way as may be necessary to accommodate the relocation. reconstruction, widening, drainage, and maintenance of the roadway and/or to provide proper protection to life and property on or adjacent to the roadway.
7. Approaches shall conform to the plans made a part of this permit. Adequate drawings or sketches shall be included showing the design, materials, construction requirements and proposed location of the approach. All approaches shall be in accordance with recognized standards of design found in the Manual for Use of Public Right-of-Way, Standard Approach Policy.
8. During the construction of the approach(es), such barricades, signs and other traffic control devices shall be erected and maintained by the permittee, as may be deemed necessary by the ICRD. Said devices shall conform to the current issue of the Manual of Uniform Traffic Control Devices. Parked equipment and stored materials shall be as far from the traveled way as feasible. Items stored within 30 feet of the traveled way shall be marked and protected. The ICRD may provide barricades (when available) upon request.
9. In accepting this permit, the permittee, its successors and assigns, agrees to hold the ICRD harmless from any liability caused by the installation, construction, maintenance or operation of the approach(es).
10. If the road work done under this permit interferes in any way with the drainage of the roadway, the permittee shall wholly and at his own expense make such provision as the ICRD may direct to take care of said drainage problem.
11. Upon completion of said work herein contemplated, all rubbish and debris shall be immediately removed and the roadway and roadside shall be left neat and presentable and to the satisfaction of the ICRD.
12. The permittee shall at his or their sole expense complete the structure or object for which this permit is granted in a condition satisfactory to the ICRD.
13. Neither the acceptance of this permit nor anything herein contained shall be construed as a waiver by the permittee to proceed, except in case of an emergency when verbal authorization may be given with a written permit and fee required within five (5) working days.
14. Approach in a completed state shall be one (1) foot lower for a distance of ten (10) feet from the connector road before elevation begins.
15. This permit shall be void unless the work herein contemplated has been completed within 90 days of application.

## CULVERT REQUIREMENTS

1. Any disruption of the normal drainage pattern of the area to be developed must have special consideration to accommodate future drainage.
2. Culverts used for drainage purposes should be of corrugated steel, aluminum, or concrete, with the thickness and cover over the top of the pipe being in conformance with the following table (other types of materials may be approved by ICRD):

Diameter (inches)                      12" through 36"

Steel Thickness:                      0.064

Using corrugated metal pipe with 2 2/3" X 1/2" corrugations. Culverts or multiplate installations larger than 36" diameter or any structure under extreme fills shall have special consideration.

Aluminum Thickness                      0.060

Concrete Class                      V

Other classes of concrete pipe: may be used if proper cover is provided in accordance with manufacturer's recommendations.

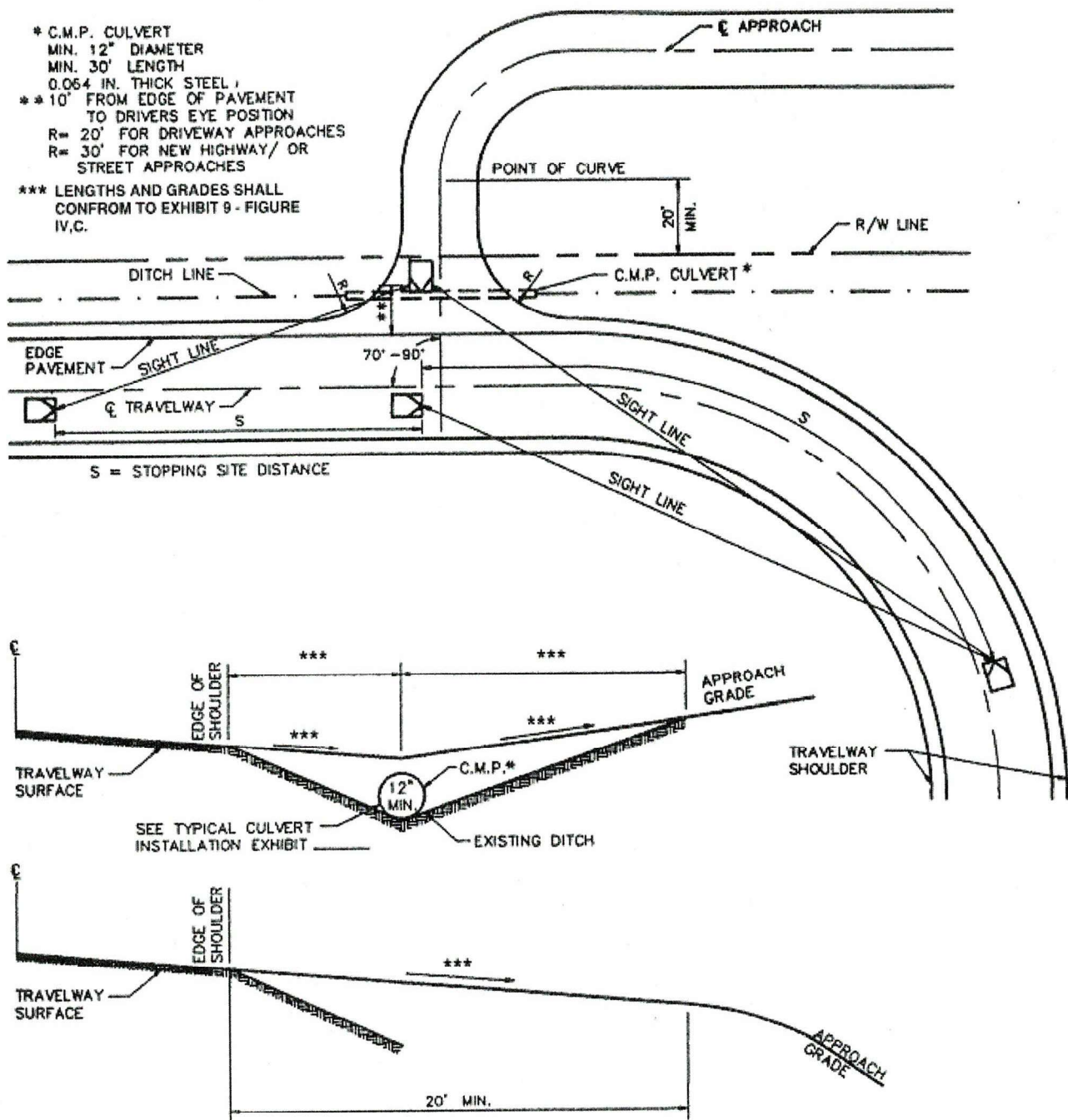
Cover Required:                      12" Minimum

Cover may be reduced to six (6) inches on residential driveways.

3. Culverts across the roadways shall be a minimum of twelve (12) inches in diameter or the size necessary to take care of the design volume of water, whichever is greater. Culverts under approach roads or driveways shall have a minimum diameter of twelve (12) inches, and a minimum length of thirty (30) feet and shall meet the requirements described above in paragraph 2. Combined irrigation/drainage culverts crossing roadways shall have clean-out boxes on each end at the edge of the public right-of-way.
4. All necessary drainage easements for accommodating drainage structures shall be shown on the plans or the plat as part of the approved plans or plat. Drainage easements necessary for draining storm water across private property shall be shown on the plans or plat and recorded with the ICRD by a letter from the Applicant describing the areas affected by the runoff.

See Attached Typical Culvert Installation Exhibit.





## STANDARD APPROACH POLICY

N.T.S.

FIGURE V,H



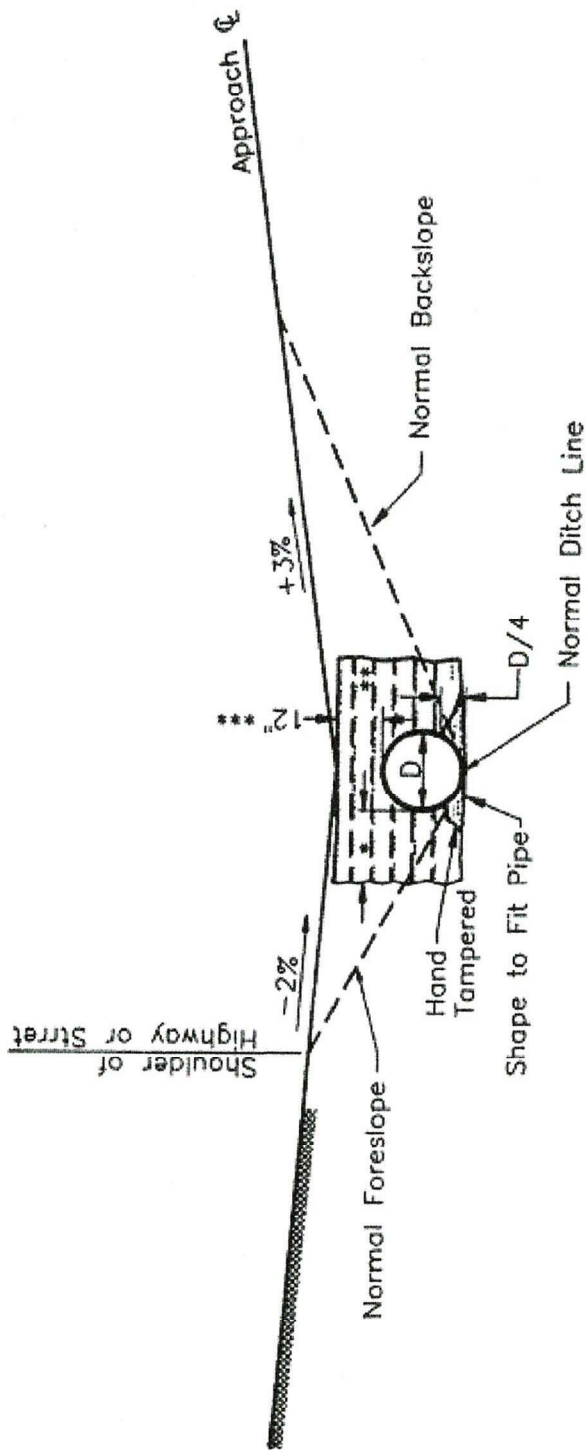


FIGURE IV,E

NOTE: \* D or 12" whichever is greater.

\*\* Mechanical compacted backfill. Place in 6" layers.  
LHJ to specify type of material acceptable for backfill.

\*\*\* May be reduced to 6" on Residential Approaches.

## TYPICAL CULVERT INSTALLATION

N.T.S.