

Office of the Lucas County Engineer

1049 S. McCord Road  
Holland, Ohio 43528

Phone: 419-213-2860  
FAX: 419-213-2829



Mike Pniewski, P.E., P.S.  
County Engineer

<http://www.co.lucas.oh.us>



# ACCESS PERMIT APPLICATION

(PLEASE PRINT)

Access shall be in accordance with Lucas County Access Management Regulations effective July 6, 2007.

**REQUESTING (CHECK ALL THAT APPLY):**

- Permanent Access
- Temporary Access  
Removal Date: \_\_\_\_\_
- Improvement to Existing Access
- Change in Access Use
- Preliminary Access Approval for Lot Split
- Driveway Pipe Permit (Permission to Enclose Permit Attached)  
Driveway Use:
  - Single Residential
  - Multiple Residential
  - Farm / Field / Utility
  - Commercial
  - Industrial
  - Other \_\_\_\_\_

**OWNER (APPLICANT):**

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

E-Mail : \_\_\_\_\_

**AGENT FOR THE APPLICANT (IF APPLICABLE):**

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

E-Mail : \_\_\_\_\_

Attach a drawing showing the location and design of existing access or the proposed access.

TOWNSHIP: \_\_\_\_\_, SECTION: \_\_\_\_\_, TOWN: \_\_\_\_\_, RANGE: \_\_\_\_\_

- 1) Address or Parcel ID# of property: \_\_\_\_\_
- 2) Length of Property Frontage on public road \_\_\_\_\_ Ft.
- 3) Are you aware of prior request for an access permit or preliminary access approval for this parcel?  No  Yes

If yes please explain: \_\_\_\_\_

- 4) What roadway are you requesting access from? \_\_\_\_\_

Located on which side of the road:  North  South  East  West

- 5) How many feet is the proposed access from the nearest roadway \_\_\_\_\_ Ft. (  N  S  E  W )  
(measured from the perpendicular part of the roadway or driveway, edge to edge, and not between centerlines)

- 6) How many feet is the access from the nearest driveways on the same side on each side of the access and the opposite side on each side of the access?

Same Side \_\_\_\_\_ Ft. (  N  S  E  W )      Same Side \_\_\_\_\_ Ft. (  N  S  E  W )

Opposite Side \_\_\_\_\_ Ft. (  N  S  E  W )  Opposite Side \_\_\_\_\_ Ft. (  N  S  E  W )

- 7) Does the property owner own or have any interests in any adjacent property?  No  Yes

If yes please explain: \_\_\_\_\_

- 8) Are there existing access easements bordering or within the property?  No  Yes

- 9) If you are requesting commercial or industrial access please indicate the types of businesses and provide the floor area square footage of each.

Business	Square Footage	Business	Square Footage

- 10) If you are requesting residential development access, what is the type (single family, apartment, townhouse and condominium) and number of units?

Type	No. of Units	Type	No. of Units

- 11) Provide the following vehicle count estimates for vehicles that will use the access. Leaving the property then returning is two counts. Indicate if your counts are: \_\_\_\_\_ peak hour volumes or \_\_\_\_\_ average daily volumes.  
(Notes: 1) A Traffic Impact Study (TIS) may be required for developments generating more than 50 peak hour trips,  
2) Vehicle count estimate are to be based on the Institute of Transportation Engineers (ITE) Trip Generation manual current edition)

# Of passenger cars & light trucks	# Of heavy trucks	Total of all vehicles

12) When will the proposed access be constructed?      START \_\_\_\_\_ FINISH \_\_\_\_\_

13) Who will construct the proposed access?

Contractor Name's: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

E-Mail : \_\_\_\_\_

14) Within ten (10) business days of the receipt of this application the County Engineer may determine that the applicant will be required to provide additional information for some or all of the following:

- a) Property map indicating other access, bordering roads and nearby drives.
- b) Proposed access design.
- c) Traffic control plan.
- d) Traffic Impact Study
- e) Sight Distance Study.
- f) Other information as required by the County Engineer.

**If this access permit is granted, the applicant agrees to the following conditions (not applicable for preliminary access approval requests):**

- i) Traffic will be maintained at all times, unless permission is granted by the County Engineer to close the road.
- ii) Disturbance to all pavement and shoulders/berms will be kept to minimum. Tracked equipment will not be permitted on the roadway. When any pavement or shoulders/berms is damaged either by construction, construction equipment or by excessive weight, Permittee shall make complete restoration as directed by the County Engineer.
- iii) Lights, signs, barricades, and if necessary steel plates, flaggers will be placed on the project site for protection of traffic at all times, day and night. The Permittee shall fully comply with the maintenance of traffic per the Ohio Manual of Uniform Traffic Control Devices and as directed by the County Engineer's Office.
- iv) Permittee shall assume the responsibility for and will hold the County and Township harmless from any and all claims for personal injuries and/or property damages, and shall defend any action that might be brought due to the applicants' activities on this project and/or under this permit.

If an access permit is issued to you it will state the terms and conditions for its use. The permit status may be reevaluated for any changes in the use of the permitted access not consistent with the terms and conditions listed on the permit.

The applicant declares that all information provided on this form and the submitted attachments, which are made part of the application, are accurate and complete to the best of their knowledge.

Whoever violates any provision of the Access Management Regulations shall be fined not more than **\$500.00** for each offense. Each day of violation is a separate offense.

I hereby agree that said work will be done at my own expense in accordance with the provisions of law and in accordance with the current Lucas County Construction Standards. The final surface should be constructed so that it is graded to

drain and slopes away from the edge of pavement. The size and grade of the conduit having been established by the Lucas County Engineer. **Contact the Lucas County Engineers @ (419) 213-2860, two (2) working days in advance of commencing work under the permit to set up an inspection and then again upon completion of work for a final inspection.**

This permit may at any time be revoked or annulled for non-performance of or noncompliance with any of the said conditions, restrictions and regulations thereof. This permit shall be in the possession of the person in charge of the work and shall be shown on request to any employee of the County Engineer.

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Applicant Signature

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Date

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Print Applicant's Name