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**APPLICATION TO UTILIZE TOWNSHIP ROAD RIGHT – OF – WAY**

TYPE: Landowner Application #: \_\_\_\_\_  
(Application must be made by Landowner)

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

Mailing Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Location where work is to be performed \_\_\_\_\_

Is the work to be performed on property recorded in your name? (circle) YES NO

Description of work to be performed: (circle appropriate number)

- |                      |                    |                      |
|----------------------|--------------------|----------------------|
| 1. Residential Drive | 4. Temp Drive      | 7. Earth Grading     |
| 2. Field Drive       | 5. Ditch Enclosure | 8. Tree Trim/Removal |
| 3. Commercial Drive  | 6. Field Drainage  | 9. Boring            |

Other: \_\_\_\_\_

Detail Description of work (as needed, add attachments if necessary)

\_\_\_\_\_  
\_\_\_\_\_

Work will commence on or about \_\_\_\_\_ and will require \_\_\_\_\_ days to complete.

**SEE ATTACHED FOR REQUIRMENTS.** I agree to comply with all conditions, restrictions, and regulations of Walnut Township. If compliance is not met in the opinion of the Walnut Township Road Supervisor and or the Walnut Township Trustees, it is understood that Walnut Township reserves the right to stop work being performed and restore the right – of – way to an acceptable condition at the expense of the applicant.

\_\_\_\_\_  
(Owner's printed name)

\_\_\_\_\_  
(Owner's signature)

\_\_\_\_\_  
(Date)

**Walnut Township Road Supervisor:** \_\_\_\_\_

**COMMENTS:** \_\_\_\_\_

\_\_\_\_\_

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### **Landowner Permit Requirements**

1. Prior to any excavation in the road right of way, the Ohio Utilities Protection Service (OUPS) must be contacted in accordance with ORC 3781.25 to 3781.32. OUPS can be reached at 1-800-362-2764.
2. Anything considered a road hazard, in accordance with Walnut Township Road Hazard Policy, is not permitted within the preferred clear zones established by the policy. The majority of Walnut Township roads have a 40' road right – of – way. We ask that this area is kept clear and recommend there be no planting other than grass from the centerline of the road back 30' to 40'. We ask that no flowers, trees, bushes be planted, no vehicles or boats be parked there, and also no fences put on the road right- of – way. Any road hazard, including poles, lines, and vent pipes etc., installed within the right – of – way must be delineated on a set of plans accompanying the permit application. With the offset from centerline to each object clearly marked.
3. There shall be no overnight parking of any equipment, materials, items, etc. within 10' of edge of pavement.
4. Nothing shall be permanently installed within 3' of the centerline of any ditch or waterway or between the edge of pavement and centerline of the road ditch except Walnut Township approved pipes or ditch enclosures.
5. **Driveway Requirements**  
A separate permit is required from Walnut Township for the installation of each temporary or permanent drive. For a new drive, a copy of the Deed or Access Easement for the property being accessed shall be supplied with the permit application.

The elevation of the drive where it abuts the road shall be constructed  $\frac{1}{2}$  " below the edge of the existing road and then sloped away from the road. This is to ensure that no water from the drive is forced onto the road.

Driveway culvert type, size, and length will be established during Walnut Township site visit and specified in the permit.

If at any time Walnut Township would have to work in the road – right – of – way Walnut Township will not be responsible to replace any Concrete or asphalt driveway.

6. All work requiring personnel or vehicles within road right – of – way shall comply with all applicable requirements of the Ohio Manual of Uniform Traffic Control Devices and item 614 (Maintaining Traffic) of the Construction and Materials Specifications, latest editions.
7. Any disturbed areas shall be restored to an equal or better condition. Any disturbed road side ditches or waterways shall be restored to original grade within 14 days from completion of project.