

LA GRANGE PUBLIC WORKS DEPARTMENT

307 W. JEFFERSON STREET

LA GRANGE, KY 40031

PHONE (502) 222-1433 FAX (502) 222-5875

APPLICATION FOR COMMERCIAL / INDUSTRIAL  
ENTRANCE ENCROACHMENT PERMIT

PERMIT # \_\_\_\_\_

ENTRANCE: \_\_\_\_\_ LANDSCAPE \_\_\_\_\_

DATE: \_\_\_\_\_ **\$100.00 FEE: DUE AT TIME OF APPLICATION**

APPLICANT NAME: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**LOCATION OF REQUESTED ENCROACHMENT: INCLUDE PLAT MAP OF PROPERTY. DETAILED PLAN PREPARED, SIGNED, AND STAMPED BY A LICENSED ENGINEER IS REQUIRED.**

\_\_\_\_\_

APPLICANT SIGNATURE: \_\_\_\_\_

DEPARTMENT REQUIREMENTS \_\_\_\_\_

\_\_\_\_\_

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**PERMIT BECOMES NULL AND VOID IF CONSTRUCTION IS NOT  
STARTED WITHIN 90 DAYS FROM DATE OF ISSUANCE**

# LA GRANGE PUBLIC WORKS DEPARTMENT

## ENCROACHMENT PERMIT FOR AN ENTRANCE

### CONDITIONS:

1. BEST MANAGEMENT PRACTICES FOR CONSTRUCTION ACTIVITIES (EX. SPLIT FENCE, ROCK CHECK DAMS, SEDIMENT BASINS, ETC.) MUST BE PROPERLY INSTALLED AND MAINTAINED OPERATIONAL THROUGHOUT THE DURATION OF THE PROJECT, UNTIL FINAL SOIL STABILIZATION IS COMPLETE.
2. THE PERMIT HOLDER AGREES TO COMPLETE THE CONSTRUCTION OF THE ENTRANCE AS DIRECTED PRIOR TO ANY OTHER WORK BEING INITIATED ON THE PERMITTED PROPERTY.
3. THE PERMIT HOLDER AGREES TO MAINTAIN THE ENTRANCE TO INCLUDE ANY REQUIRED PIPE IN ITS APPROVED CONDITION DURING THE PERMITTED CONSTRUCTION.
4. THE PERMIT HOLDER WILL LIMIT INGRESS OR EGRESS TO THE APPROVED ENTRANCE THE PERMITTED CONSTRUCTION.
5. THE PERMIT HOLDER AGREES TO ACCEPT RESPONSIBILITY FOR ANY FOREIGN MATERIAL DEPOSITED UPON THE CITY STREET AS A RESULT OF CONSTRUCTION ON PERMITTED PROPERTY AND SHALL IMMEDIATELY REMOVE SAID MATERIAL.
6. THE PERMIT HOLDER AGREES TO PROMPTLY REPAIR ANY DAMAGE TO THE CITY'S RIGHT – OF – WAY RESULTING FROM HIS/ HER ACTIONS OR THOSE OF HIS AGENTS TO INCLUDE ROADWAY, DITCHES, SHOULDERS, ETC., DURING THE PERMITTED CONSTRUCTION.
7. THE PERMIT HOLDER AGREES TO KEEP ALL TRACKED EQUIPMENT OFF ASPHALT AND CURBS DURING CONSTRUCTION.
8. AT ANY TIME DURING THE CONSTRUCTION ON SAID PROPERTY, FAILURE TO COMPLY WITH THE TERMS OF THIS PERMIT SHALL RESULT IN A STOP WORK ORDER TO INCLUDE ANY CONSTRUCTION ON SAID PROPERTY.

APPLICANT SIGNATURE: \_\_\_\_\_

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

# LAGRANGE PUBLIC WORKS DEPARTMENT

## INSTRUCTIONS FOR BUSINESS/IDUSTRIAL ENCROACHMENT PERMIT

### INSTRUCTIONS FOR ENCROACHMENT PERMIT:

- 1. PLAN TO BE PREPARED AT A SCALE OF AT LEAST 1"-30'.
- 2. PLAN TO SHOW EXISTING AND PROPOSED ELEVATIONS.
- 3. PLAN TO SHOW OTHER DRIVEWAYS OR ROADS WITHIN 100' OF PROPOSED ENTRANCE.
- 4. PLAN TO PROVIDE FOR ALL DRAINAGE CONCERNS, INCLUDING 10 YEAR AND 100 YEAR Q'S.
- 5. PROFILE OF CENTERLINE OF ENTRANCE TO BE SHOWN FROM CENTERLINE OF ROAD TO AT LEAST 30' INSIDE PROPERTY.
- 6. IF SITE IS LESS THAN 1 ACRE, CONTRACTOR SHALL USE BEST MANAGEMENT PRACTICES FOR EROSION CONTROL.

### I HAVE RECEIVED A COPY OF THE INSTRUCTIONS:

SIGNED: \_\_\_\_\_

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