



## **Wayne County Road Department Encroachment Permit Application Process**

Wayne County Road Department policy requires an encroachment permit before any construction or maintenance activity takes place that involves entering onto or leaving established Wayne County roads.

Wayne County Road Department policy prohibits digging or excavating within the county road right of way (66', 33' from road centerline) to place, construct, or maintain any approach road, driveway, pole, pipeline, conduit sewer, ditch culvert, billboard advertising sign or any other structure or object of any other kind without obtaining an encroachment permit. (see / <https://waynecountyutah.org/services/county-government-services/road-department/>)

\*As part of the encroachment application process be prepared to provide a detailed plan of work in PDF format, a drawing and or map of proposed encroachment area, property description, parcel # and construction contractor (if used,) and application fee of \$75.00 payable to Wayne County.

\*The Wayne County Road Department Encroachment permit application is to be completed and signed by the private property owner or their agent/representative.

- **Contact the Wayne County Road Department before installation begins.**

Mail or email completed application and payment to.  
Wayne County - C/O - Wayne County Road Department  
P.O. Box 189  
Loa, Utah 84747

[info@wayne.utah.gov](mailto:info@wayne.utah.gov) / [www.waynecountyutah.org](http://www.waynecountyutah.org)

For Credit Card payment visit the Wayne County Courthouse or Call (435) 836 1303



Wayne County Road Department - Encroachment Permit Application

Applicant \_\_\_\_\_ Date \_\_\_\_\_

Applies for a permit to encroach upon a roadway within Wayne County known as;

\_\_\_\_\_

For the Purpose of \_\_\_\_\_

Proposed work to begin on \_\_\_\_\_ to be completed on or before \_\_\_\_\_

***\*Applicant agrees to comply with all laws, ordinances, and regulations of all government agencies, including but not limited to Wayne County, as well as instructions of the Wayne County Road Department Supervisor or his assigned representative.***

Mail or email completed application to;  
Wayne County - C/O - Wayne County Road Department  
P.O. Box 189  
Loa, Utah 84747  
[info@wayne.utah.gov](mailto:info@wayne.utah.gov) / [www.waynecountyutah.org](http://www.waynecountyutah.org)

**\*A drawing or map showing the proposed work location, parcel # and property description must be submitted with this application. \*\*After application has been reviewed and prior to final approval a \$75.00 permit fee payable to Wayne County is required. Payment is accepted by mail or credit card, call (435) 836 1303 for details.**

Applicant's Address \_\_\_\_\_ Parcel # \_\_\_\_\_

Phone # \_\_\_\_\_ Applicant's Email \_\_\_\_\_

Construction site contact person \_\_\_\_\_ Phone # \_\_\_\_\_

\*Applicants or agents signature \_\_\_\_\_

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\*Wayne County Road Supervisor or Representative Approval Signature

\_\_\_\_\_ Date \_\_\_\_\_