



ENGINEERING DEPARTMENT  
911 N 7<sup>th</sup> Avenue, Pocatello, ID 83201  
PO Box 4169, Pocatello, ID 83205  
(208) 234-6225

Permit #: \_\_\_\_\_

## APPLICATION FOR RIGHT-OF-WAY ACCESS ALTERATION (Driveways)

Application Fee: \_\_\_\_\_

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

**Property Owner:**

**Contractor:**

\_\_\_\_\_  
Name/Firm

\_\_\_\_\_  
Name/Firm/License No.

\_\_\_\_\_  
Mailing address

\_\_\_\_\_  
Mailing address

\_\_\_\_\_  
City and Zip Code

\_\_\_\_\_  
City and Zip Code

\_\_\_\_\_  
Telephone (work/cell/home)

\_\_\_\_\_  
Telephone (work/cell/home)

\_\_\_\_\_  
Email

\_\_\_\_\_  
Email

Site Address/location: \_\_\_\_\_

Zoning: \_\_\_\_\_

### THE FOLLOWING INFORMATION MUST ACCOMPANY THIS APPLICATION TO BE COMPLETE.

- A. All required fees and other specified plans/descriptions must be paid and/or accompanying this application.
- B. A title report, property deed, or other legal documentation of ownership of the site in question, whether freehold, option, or lease.
- C. Copy of a clear and legible site plan, minimum size 8.5"x11", containing the following information (see City of Pocatello, Public Works Design Principles and Standards 500.06.06. A copy can be found on the City of Pocatello website.):
  - 1. North arrow.
  - 2. Drawn to scale.
  - 3. Existing and/or proposed buildings and structures with designated use, fences, mail boxes, power poles, signs, and anticipated traffic use, especially oversized vehicles. Include dimensions as appropriate.
  - 4. Location and dimensions of property lines, adjacent streets, including curb, gutter, sidewalk, and street names.
  - 5. All existing and proposed driveways in relation to adjoining rights-of-way, with distance from all intersections (both street and other access points), and property corners.
- E. If a contractor/representative is submitting the application, an affidavit, power of attorney, or other document evidencing the right of the representative to sign and submit items on behalf of the property owner.

**I hereby acknowledge that I have read this application and state that the above information, including all submitted materials, is correct and I agree to the above terms and conditions. I further agree to abide by any and all conditions that may be required for my use of this site. I also understand that non-conformance with these conditions in a timely manner will result in automatic forfeiture of my permit. I acknowledge that approval of this application does not permit the violation of any federal or state codes, any section of the Building Code, or other Pocatello Municipal Codes as adopted. I acknowledge that I have the authority to execute this Application. APPROVAL OF THIS PERMIT DOES NOT ALLOW ANY DAMAGE TO OCCUR TO ANY EXISTING CITY RIGHTS-OF-WAY.**

Property Owner / Contractor (circle one): \_\_\_\_\_

Signature of Authorized Agent: \_\_\_\_\_

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