



# FRANKLIN COUNTY PUBLIC WORKS DEPARTMENT

3416 Stearman Avenue, Pasco, WA 99301 • P: 509.545.3514 • F: 509.545.2133

E-mail: [permits@franklincountywa.gov](mailto:permits@franklincountywa.gov)

## ROAD APPROACH PERMIT

Name of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Address: \_\_\_\_\_ Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_  Owner  Lessee

The undersigned hereby applies for permission, pursuant to RCW 36.75.130, to have, construct, and maintain a private access road approach at:

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

Mile Post: \_\_\_\_\_ OR Nearest Intersection and Distance \_\_\_\_\_

Parcel Number: \_\_\_\_\_ The estimated date for the beginning of the work is: \_\_\_\_\_.

The applicant understands that all work is to be performed in strict compliance with the standards and specifications established by the Franklin County Engineer, Franklin County Public Works Administrative Policy and Procedure Statement (APP) # 7, and all conditions appearing hereon. Copies of the standards and specifications, as well as the general permit requirements, are available for public review at the office of the County Engineer.

### OFFICE USE ONLY

Type:  New  Modified  No Change  Addressing  Temporary

Deposit Amount: \_\_\_\_\_ Expiration Date for Temporary Approach: \_\_\_\_\_.

Commercial/Industrial?  Yes  No

Joint use approach?  Yes  No Fee amount: \_\_\_\_\_

Mitigation fees?  Yes  No Fee amount: \_\_\_\_\_

Deposit paid in:  N/A  Cash  Credit/Debit  Online  Check

Receipt #: \_\_\_\_\_ Check #: \_\_\_\_\_ Drivers License #: \_\_\_\_\_

### Legal description of property:

### CONDITIONS

*Please see the general conditions enumerated on the back of this permit.*

The proposed road approach, as described above, has been reviewed by the office of the County Engineer, and its construction has been found to be permissible given strict adherence to the standards and specifications of the Public Works Department, APP # 7, and these special conditions:

This permit confers upon the holder permission to have and construct a road approach in conformance to the conditions stated herein. This road approach permit is not considered to be valid until the approach construction is completed and has been signed and dated by a Public Works Department inspection official.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Engineer

\_\_\_\_\_  
Date

Preliminary Inspection: \_\_\_\_\_ Date: \_\_\_\_\_ Final Inspection and Approval: \_\_\_\_\_ Date: \_\_\_\_\_

1. The applicant, hereinafter designated as the "permittee," his successors and assigns, shall have the right and authority to enter upon the right-of-way of the County road, street, alley, or other right-of-way, at the location as indicated on this form, as approved of by the County Engineer.
2. The location, type of work, materials and equipment used, manner of erection or construction, safeguarding of public traffic during work or after doing same, mode of operation, and manner of maintenance of project petitioned for, shall be approved by the County Engineer prior to start of work and shall be subject to inspection by the County Engineer so as to assure proper compliance with the terms of this permit.
3. The permittee shall leave all roads, streets, alleys, public places, and structures after installation and operation or removal of facility, in as good and safe condition in all respects as it was before commencement of the work.
4. In case of any damage to roads, streets, alleys, public places, and structures or private property of any kind on account of said work done by the permittee, he shall at once repair said damage at his sole cost and expense.
5. The County Engineer, his agents or representatives, may so order, or have done any and all work considered necessary to restore to a safe condition any roads, streets, alleys, public places, structures, or private property that is in a condition dangerous to life or property resulting from the permittee's facility or its installation as permitted herein, and upon demand the permittee shall pay to the County all costs of such work and materials.
6. If, at any time, the County deems it advisable to widen, grade, pave, improve, alter, or repair any road, street, alley, public place, or structure, the County will replace or reconstruct, at County expense, the approach or approaches permitted herein in locations approved of by the County Engineer, PROVIDED, maintenance provisions herein shall continue to apply.
7. The permittee shall be responsible for the routine maintenance, including clearing and sweeping the road of dirt and debris tracked into the right-of-way, for the approach or approaches to County road, street, alley, or other right-of-way as herein described. Any damage caused to County road, street, alley, public place, structure, or private property, resulting from the lack of maintenance to the approach or approaches by the permittee may be corrected by the County to the satisfaction of the County Engineer. Any costs incurred from such corrections will be charged to the permittee at his sole expense.
8. Upon failure of the permittee to use, operate, or maintain the approach or approaches in accordance with the provisions herein, or if the approach or approaches are abandoned, the County Engineer may take the following actions:
  - a. Notify the permittee verbally if possible and by first class letter, or if the permittee is unavailable, post a notice of non-compliance at the site.
  - b. If, after thirty (30) days after the written notice or posting, the non-compliance has not been corrected or if abandonment has continued, the County Engineer may remove or bring into compliance all installations upon the right-of-way. All expenses resulting from the abandonment or correction may be charged by the County to the permittee.
9. Upon failure of the permittee to construct the approach or approaches in accordance with the provisions herein within one (1) year, the permit shall be considered void. A six-month extension may be granted by the office of the County Engineer. In any event, the failure of the permittee to construct said approach or approaches within two (2) years of the issuance of this permit shall result in it being deemed null and void.
10. All provisions, conditions, regulations, and requirements herein contained shall be binding upon the successors and assigns of the permittee and all privileges of the permittee shall ensure to such successors and assigns as if they were specifically mentioned.
11. The failure of the permittee to comply with all of the provisions, conditions, regulations, and requirements of this permit shall be grounds for the revocation, annulment, and termination of said permit by the County Engineer.
12. The Board of County Commissioners may, at any time, change, amend, modify, amplify, or terminate any of the conditions herein enumerated so as to conform to any state statute or County regulation pertaining to the public welfare, safety, health, or highway regulations as are, or may hereafter be, enacted, adopted, or amended, *etc.* The Board may terminate this permit if the permittee fails to comply with any such changes.
13. The petitioner, by accepting this permit, agrees to notify and check with all utilities regarding their installations before commencing work. Call 811 two (2) days in advance to utilize Washington state's one-number utility locator service. The petitioner further agrees to notify and check with private property owners when such property is liable to injury or damage through the performance of such work, and the applicant shall make all necessary arrangement relative to the protection of such property and the aforementioned utilities.
14. In accepting this permit, the petitioner agrees to protect and save harmless the County from all claims, actions, or damages of every kind and description which may accrue to or be suffered by any persons, corporations, or properties by reason of: the performance of any such work; the character of the materials used; or the manner of installation, maintenance, and operation; or by the improper occupancy of rights-of-way or public places or public structures. In the event that such suit or action is brought against the County for damages arising out of or by reason of any of the above clauses, the petitioner will, upon notice to him or the commencement of such action, defend the same at his sole cost and expense and will fully satisfy any judgment after the said suit or action shall have finally been determined if it is adverse to the County.



**FRANKLIN COUNTY PUBLIC WORKS DEPARTMENT**  
 3416 Stearman Avenue, Pasco, WA 99301 • T: 509.545.2133  
 E-mail: [publicworks@countywa.gov](mailto:publicworks@countywa.gov)

**FILLED OUT EXAMPLE PERMIT**

Name of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
 Applicant Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 E-Mail Address: \_\_\_\_\_  Owner  Lessee

The undersigned hereby applies for permission, pursuant to RCW 36.75.130, to have, construct, and maintain a private access road approach at:

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

Mile Post: \_\_\_\_\_ OR Nearest Intersection and Distance \_\_\_\_\_

Parcel Number: \_\_\_\_\_ The estimated date for the beginning of the work is: \_\_\_\_\_

The applicant understands that all work is to be performed in strict compliance with the standards and specifications established by the Franklin County Engineer, Franklin County Public Works Administrative Policy and Procedure Statement (APP) # 7, and all conditions, terms, and conditions available for this permit. **Everything below this line will be filled out by the Public Works Department**

**OFFICE USE ONLY**

Application Type:  New  Modified  No Change  Addressing Only  Temporary

Deposit Amount: \_\_\_\_\_ Expiration Date for Temporary Approach: \_\_\_\_\_

Commercial/Industrial?  Yes  No

Joint use approach?  Yes  No Fee amount: \_\_\_\_\_

Mitigation fees?  Yes  No Fee amount: \_\_\_\_\_

Deposit paid in:  N/A  Cash  Credit/Debit  Online  Check

Receipt #: \_\_\_\_\_ Check #: \_\_\_\_\_

Drivers License #: \_\_\_\_\_

**Legal description of property:**

**CONDITIONS**

*Please see the general conditions enumerated on the back of this permit.*

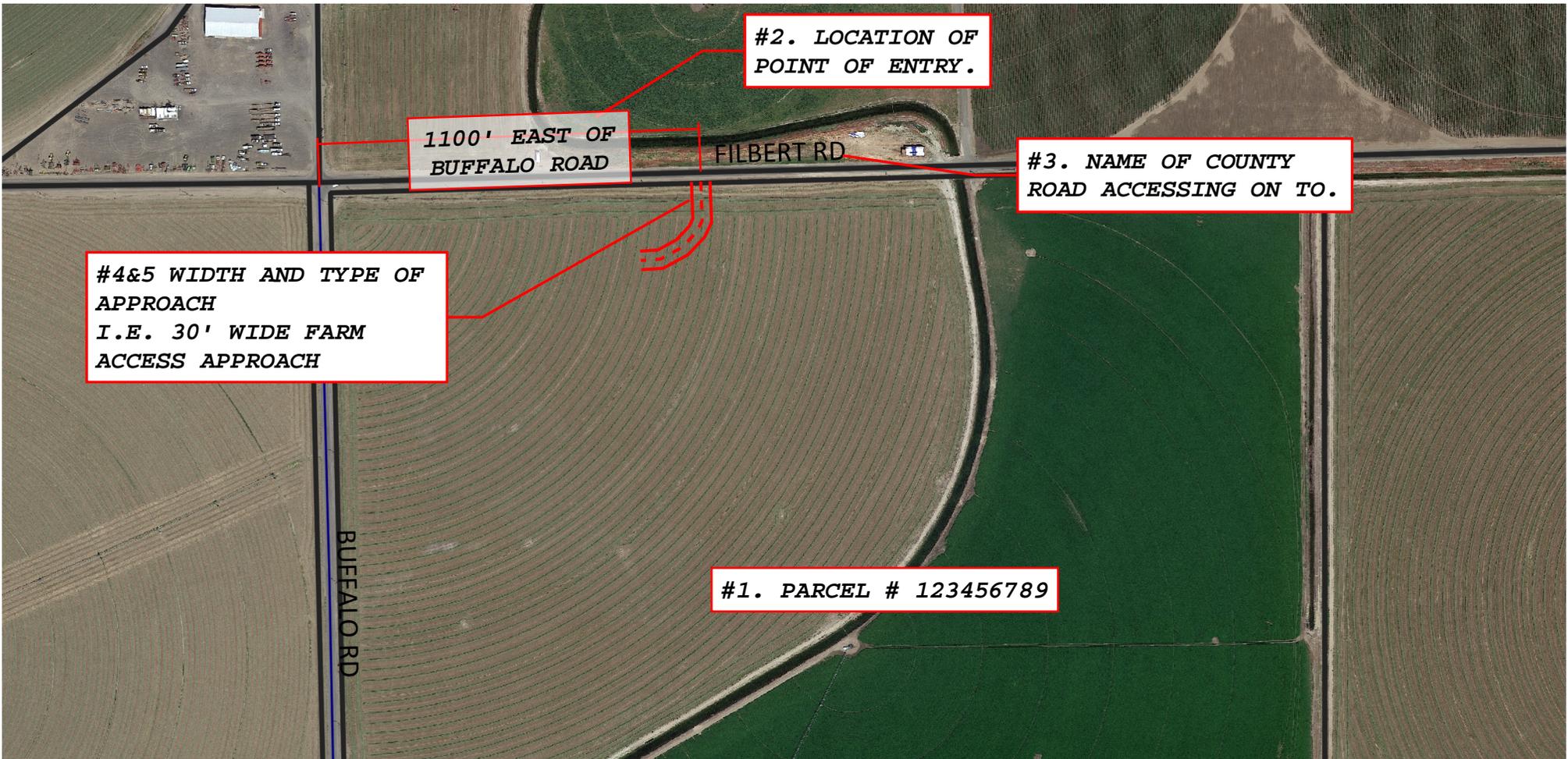
The proposed road approach, as described above, has been reviewed by the office of the County Engineer, and its construction has been found to be permissible given strict adherence to the standards and specifications of the Public Works Department, APP # 7, and these special conditions:

This permit confers upon the holder permission to have and construct a road approach in conformance to the conditions stated herein. This permit is not valid until the proposed construction is completed and has been signed and dated by the County Engineer. **Do not sign until the above has been filled out by the Public Works department, and applicant has reviewed all the conditions on both the front and back.**

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

County Engineer \_\_\_\_\_ Date \_\_\_\_\_

Preliminary Inspection: LB Date: 1/2/25 Final Inspection and Approval: LB Date: 6/5/25



#2. LOCATION OF POINT OF ENTRY.

1100' EAST OF BUFFALO ROAD

#3. NAME OF COUNTY ROAD ACCESSING ON TO.

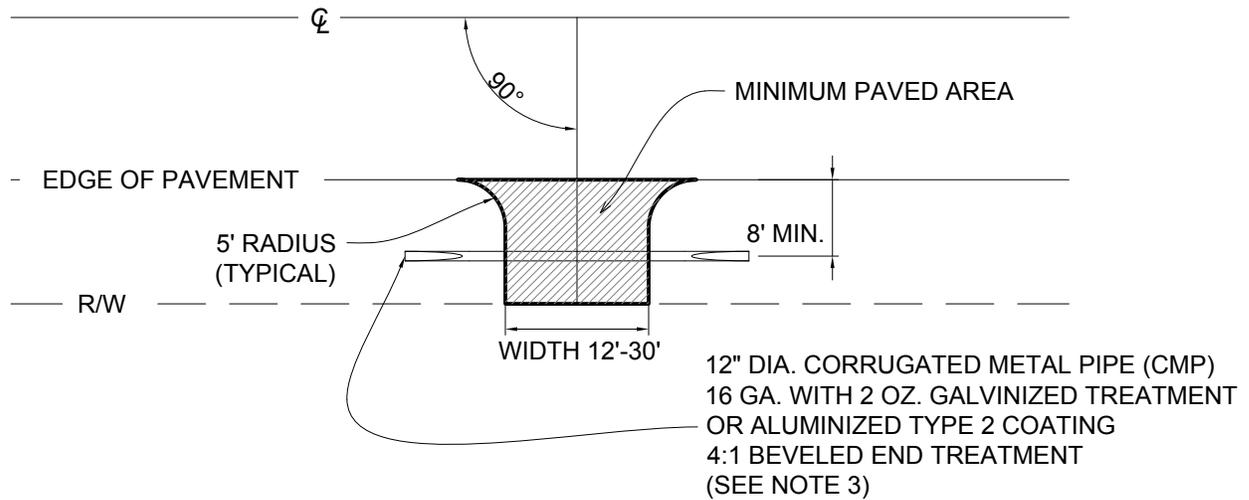
#4&5 WIDTH AND TYPE OF APPROACH  
I.E. 30' WIDE FARM ACCESS APPROACH

#1. PARCEL # 123456789

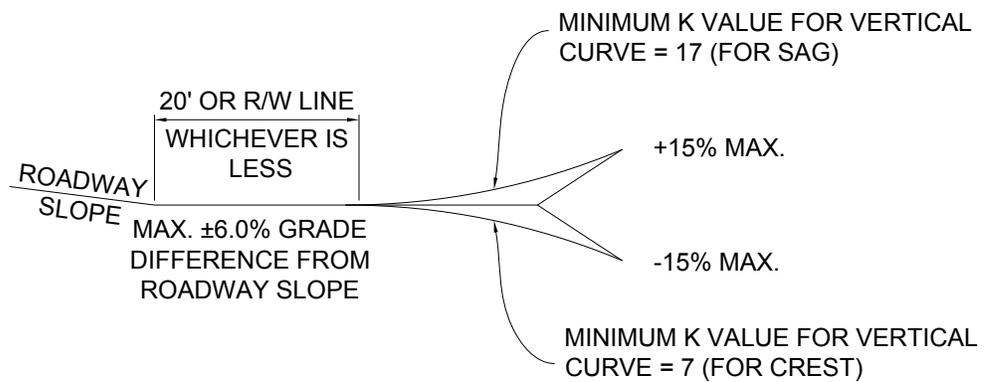
**ITEMS TO BE INCLUDED IN SITE PLAN CHECK LIST:**

1. NINE DIGIT PARCEL NUMBER OF PROPERTY.PARCEL NUMBER. LEGAL DESCRIPTION CAN BE OBTAINED FROM ASSESSORS TAXSIFTER WEBSITE AT: <http://terra.co.franklin.wa.us/TaxSifter/Search/Results.aspx>
2. LOCATION OF ENTRY ON TO A COUNTY ROAD, THIS SHOULD BE IN FEET FROM AN ESTABLISHED REFERENCE POINT.
3. COUNTY ROAD THAT ACCESS IS BEING REQUESTED ON TO.
4. WIDTH OF APPROACH THAT IS BEING REQUESTED/EXISTING
5. USE OF APPROACH FOR EXAMPLE: RESIDENTIAL, FARM, OR COMMERCIAL.

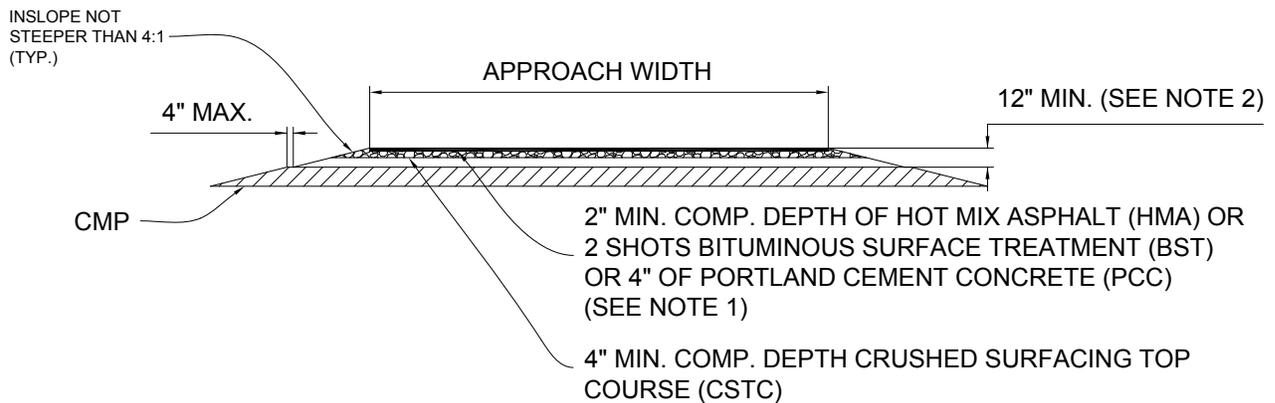
**EXAMPLE OF A SITE PLAN TO SUBMIT WITH APPLICATION REQUEST TO FRANKLIN COUNTY PUBLIC WORKS ENGINEERING DEPT.**



**APPROACH PLAN**



**APPROACH PROFILE**



**APPROACH CROSS-SECTION**

**NOTES:**

1. APPROACHES TO GRAVEL ROADS ARE NOT REQUIRED TO BE PAVED
2. BURY DEPTH OF CMP SHALL BE MEASURED FROM THE TOP OF FINISHED SURFACE.
3. REQUIREMENT FOR CMP SHALL BE DETERMINED BY THE COUNTY ENGINEER.



**FRANKLIN COUNTY**

**PUBLIC WORKS DEPARTMENT**

3416 STEARMAN AVE.  
 PASCO, WA 99301  
 (509)545-3514  
 WEB: WWW.CO.FRANKLIN.WA.US

**TYPE A - URBAN RESIDENTIAL APPROACH**

STANDARD DRAWING NO.:

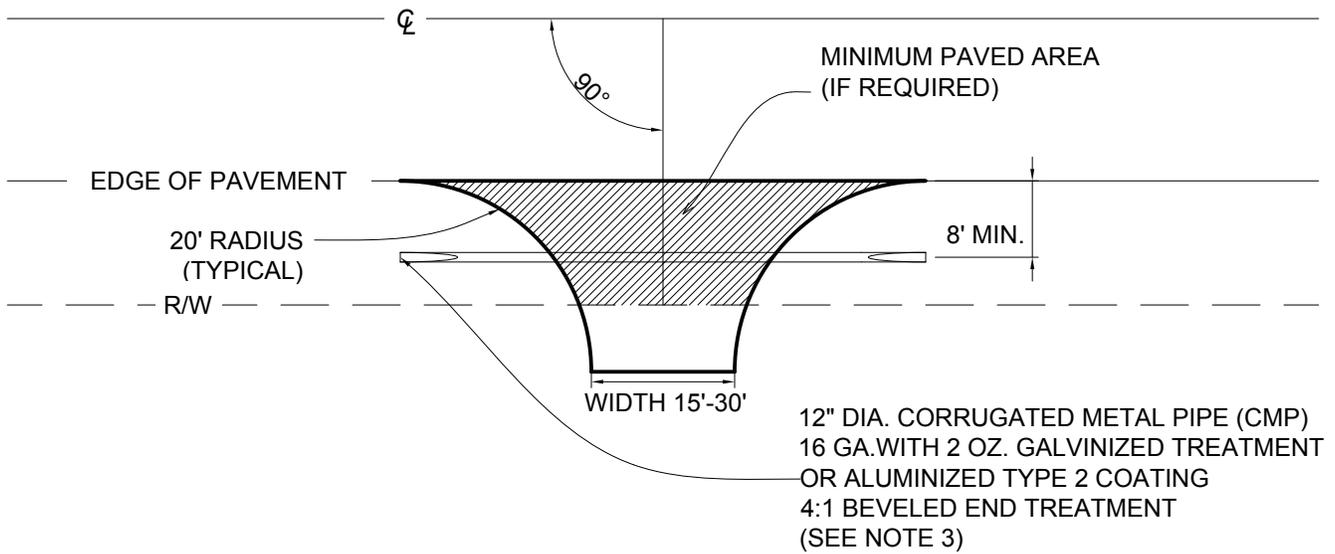
F-80.10-FC

APPROVED:

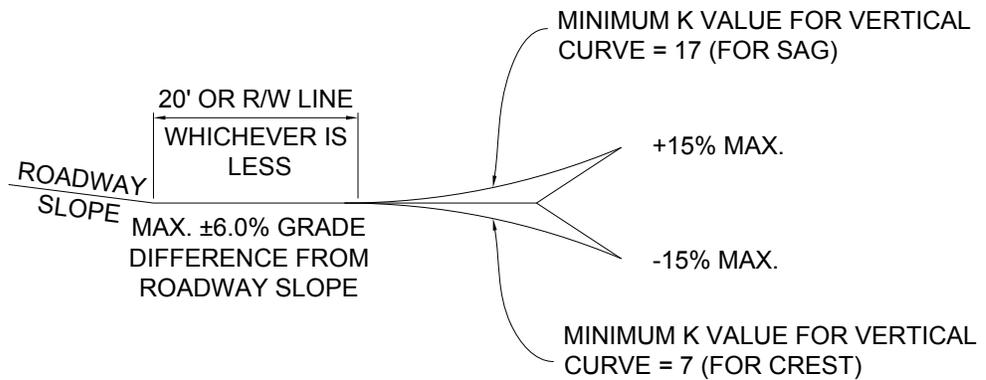
DATE:

SHEET

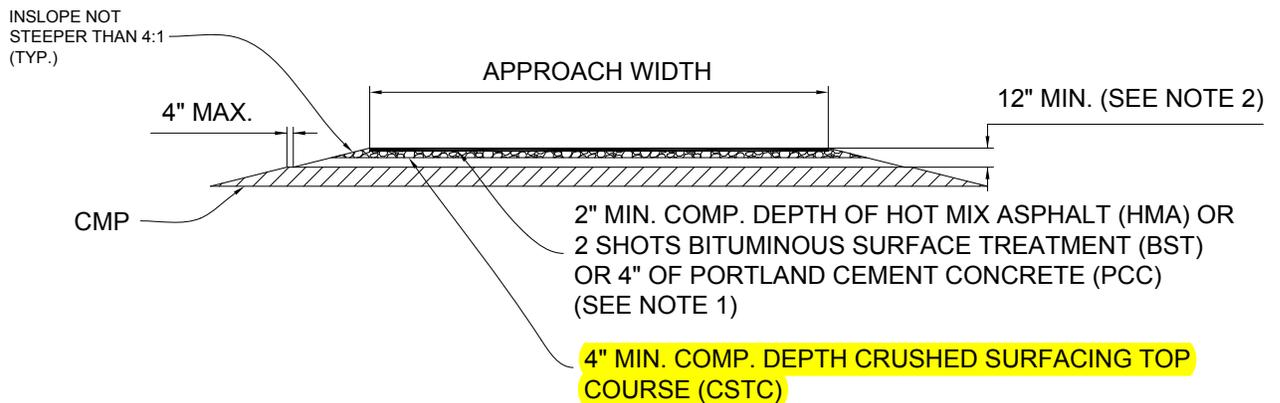
1 of 4



APPROACH PLAN



APPROACH PROFILE



APPROACH CROSS-SECTION

NOTES:

1. APPROACHES TO GRAVEL ROADS ARE NOT REQUIRED TO BE PAVED.
2. BURY DEPTH OF CMP SHALL BE MEASURED FROM THE TOP OF FINISHED SURFACE.
3. REQUIREMENT FOR CMP SHALL BE DETERMINED BY THE COUNTY ENGINEER.
4. JOINT USE APPROACHES SHALL HAVE A WIDTH OF 28 FEET.



**FRANKLIN COUNTY**  
**PUBLIC WORKS DEPARTMENT**  
 3416 STEARMAN AVE.  
 PASCO, WA 99301  
 (509)545-3514  
 WEB: WWW.CO.FRANKLIN.WA.US

**TYPE B - RURAL RESIDENTIAL APPROACH**

F-80.10-FC

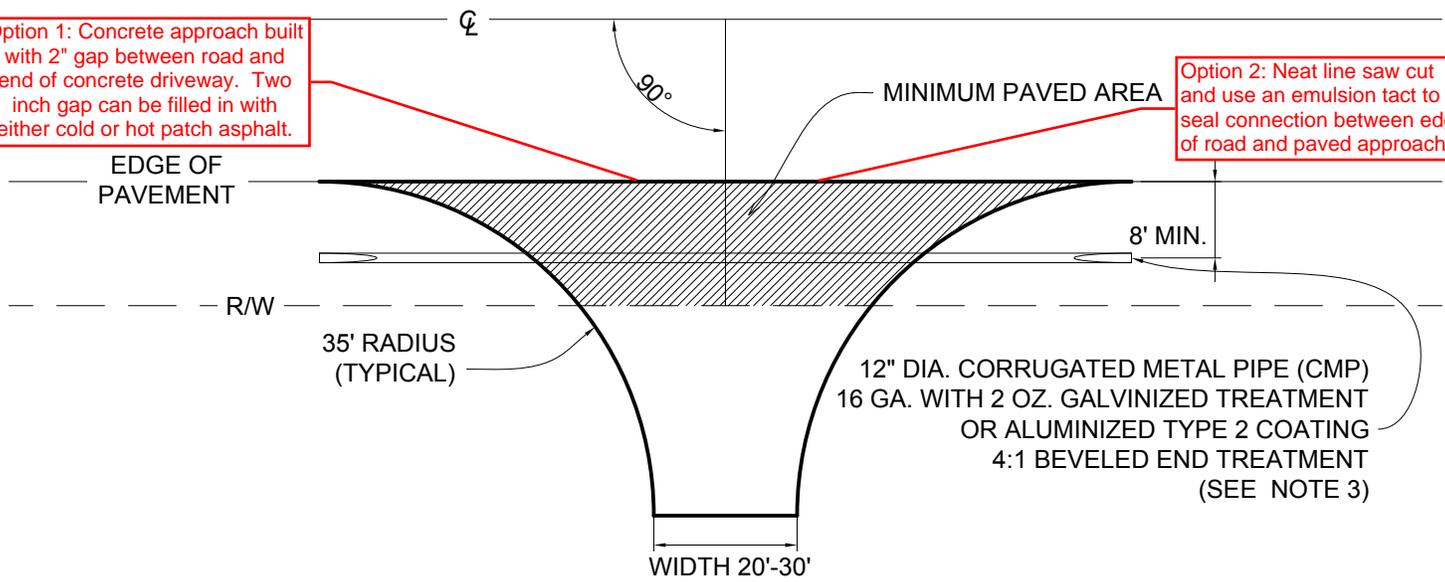
APPROVED:

DATE:

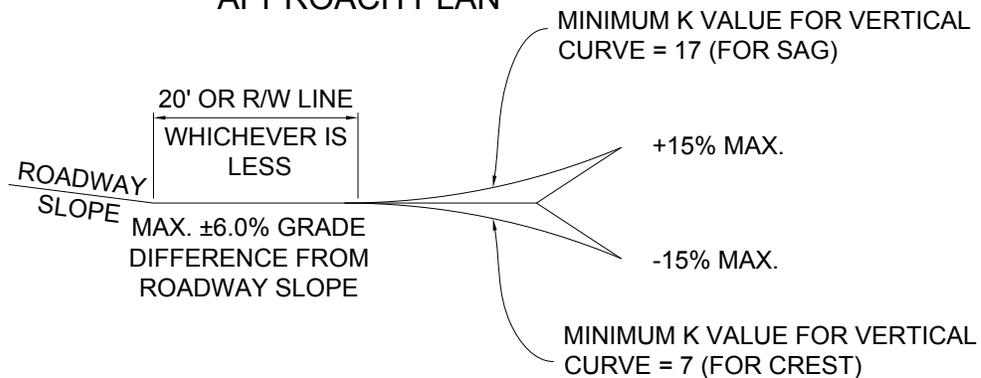
SHEET  
**2 of 4**

Option 1: Concrete approach built with 2" gap between road and end of concrete driveway. Two inch gap can be filled in with either cold or hot patch asphalt.

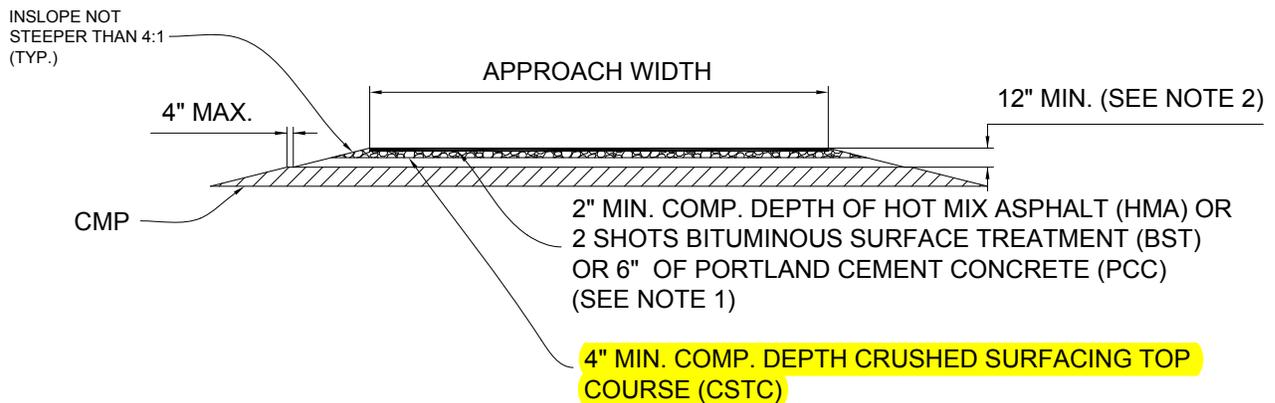
Option 2: Neat line saw cut and use an emulsion tact to seal connection between edge of road and paved approach.



APPROACH PLAN



APPROACH PROFILE



APPROACH CROSS-SECTION

NOTES:

1. APPROACHES TO GRAVEL ROADS ARE NOT REQUIRED TO BE PAVED
2. BURY DEPTH OF CMP SHALL BE MEASURED FROM THE TOP OF FINISHED SURFACE.
3. REQUIREMENT FOR CMP SHALL BE DETERMINED BY THE COUNTY ENGINEER.



**FRANKLIN COUNTY**  
**PUBLIC WORKS DEPARTMENT**  
 3416 STEARMAN AVE.  
 PASCO, WA 99301  
 (509)545-3514  
 WEB: WWW.CO.FRANKLIN.WA.US

**TYPE C - FARM APPROACH**

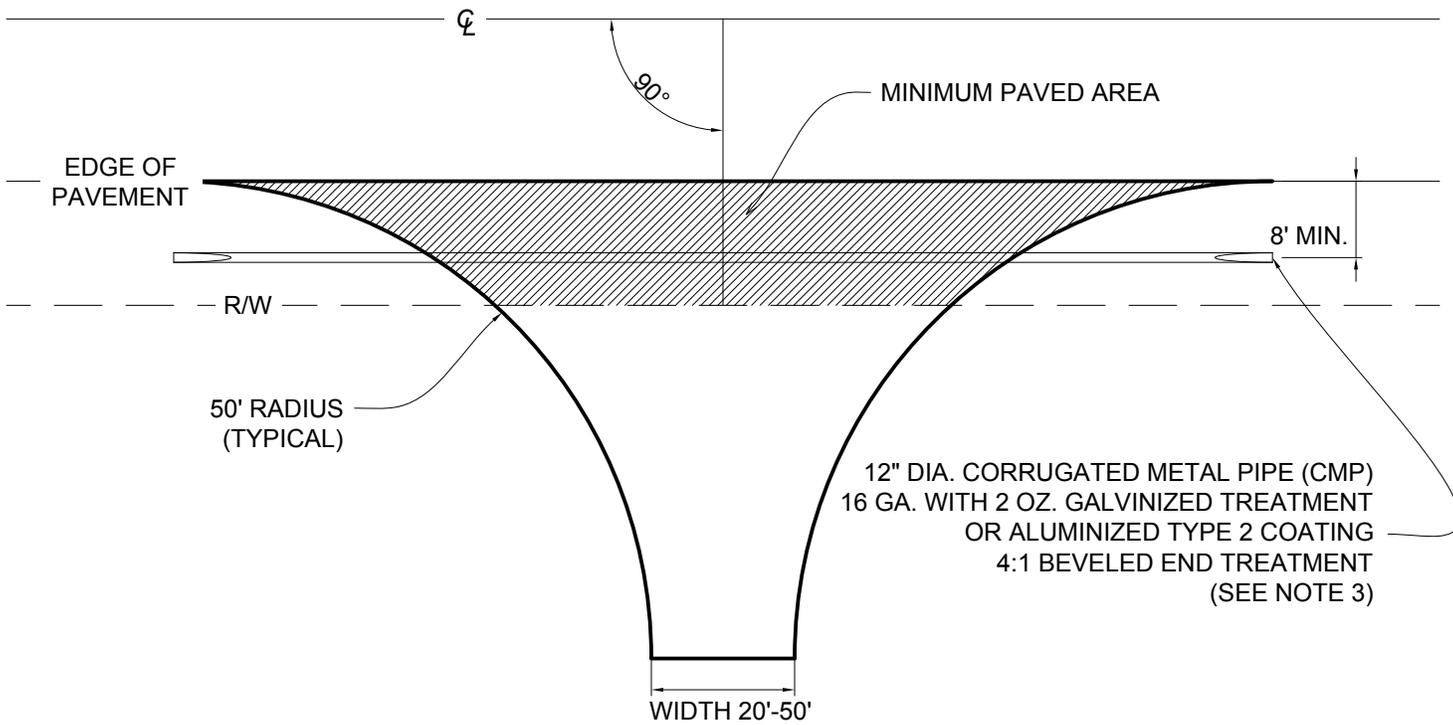
F-80.10-FC

APPROVED:

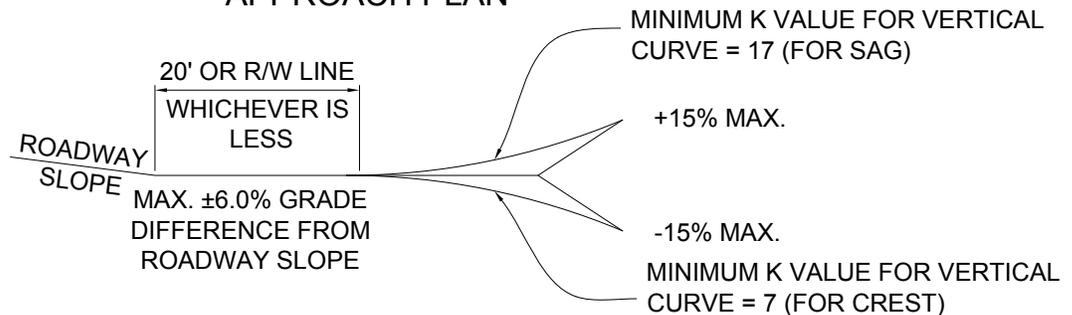
DATE:

SHEET

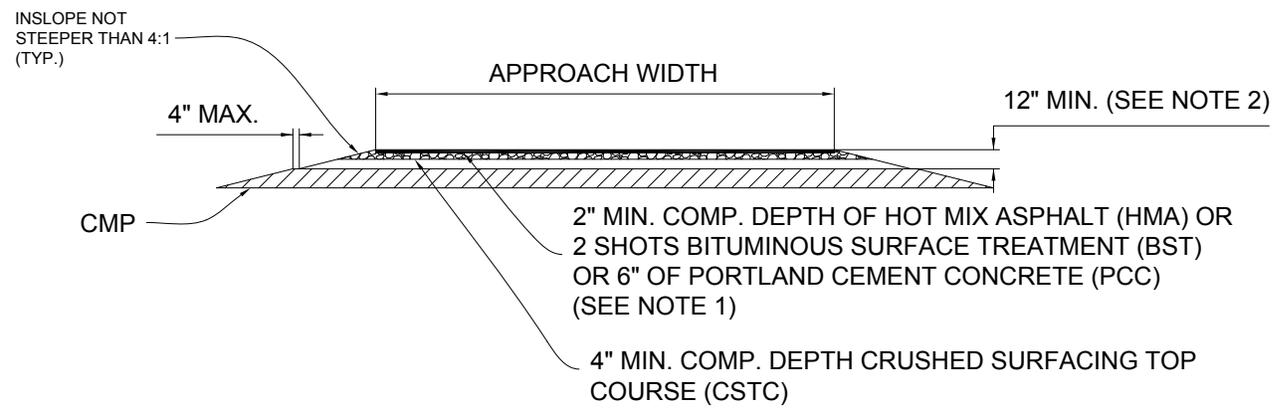
3 of 4



**APPROACH PLAN**



**APPROACH PROFILE**



**APPROACH CROSS-SECTION**

**NOTES:**

1. APPROACHES TO GRAVEL ROADS ARE NOT REQUIRED TO BE PAVED
2. BURY DEPTH OF CMP SHALL BE MEASURED FROM THE TOP OF FINISHED SURFACE.
3. REQUIREMENT FOR CMP SHALL BE DETERMINED BY THE COUNTY ENGINEER.



**FRANKLIN COUNTY**  
**PUBLIC WORKS DEPARTMENT**  
 3416 STEARMAN AVE.  
 PASCO, WA 99301  
 (509)545-3514  
 WEB: WWW.CO.FRANKLIN.WA.US

**TYPE D - UTILITY AND SPECIAL USE APPROACH**

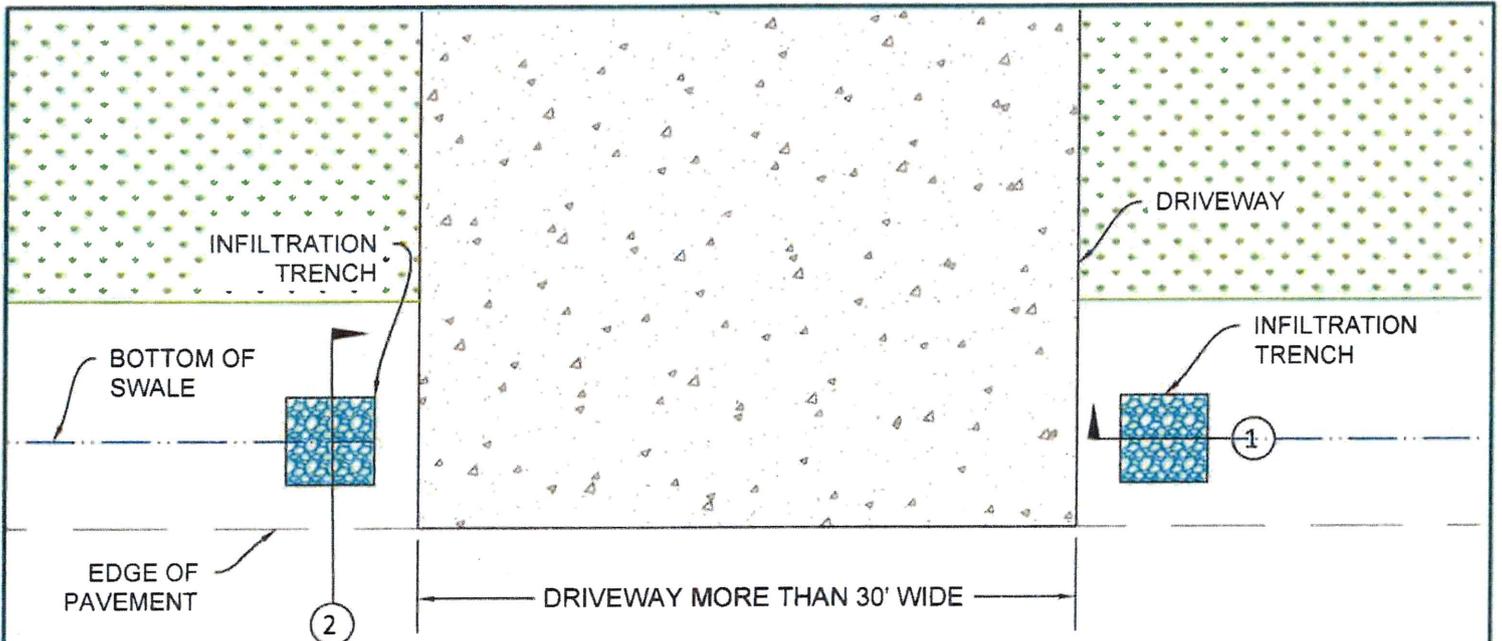
F-80.10-FC

APPROVED:

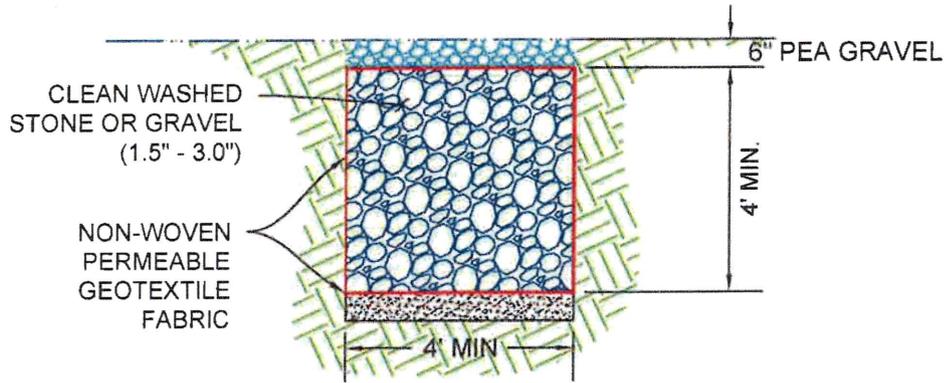
DATE:

SHEET

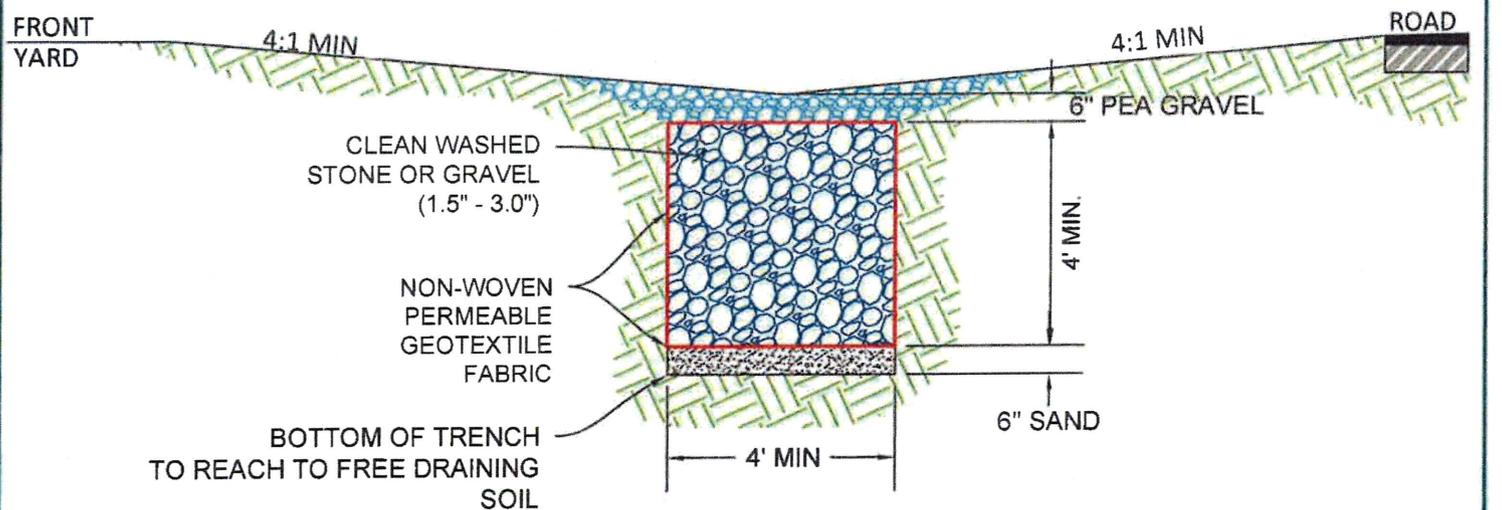
**4 of 4**



**SITE PLAN**  
N.T.S.



**1 CROSS-SECTION AT BOTTOM OF SWALE**  
N.T.S.



**2 CROSS-SECTION**  
N.T.S.



**FRANKLIN COUNTY**  
PUBLIC WORKS DEPARTMENT  
3416 STEARMAN AVE.  
PASCO, WA 99301  
(509)545-3514  
WEB: WWW.CO.FRANKLIN.WA.US

<b>INFILTRATION TRENCH W/O PERFORATED PIPE</b>		SHEET
APPROVED: <i>Craig Erdman, PE</i>	DATE: 10/29/2019	1
		1