

**CITY OF DUNES CITY
LANE COUNTY, OREGON**

RESOLUTION SERIES 2016, No. 1 (1-14-2016)

**A RESOLUTION APPROVING A COMBINATION DRIVEWAY ACCESS AND
DRIVEWAY PERMIT APPLICATION FORM, TO SIMPLIFY THE INFORMATION
REQUIRED AND FEES CHARGED.**

WHEREAS, Section 155.3 of the Dunes City Code, provides design standards for allowing for access to properties across Dunes City roadways and installation of driveways and driveway aprons; and;

WHEREAS, Section 155.3.1.2(C) requires an access permit to be obtained; and

WHEREAS, Dunes City has historically required two separate application forms for a Driveway Access Permit and a Driveway Permit; and

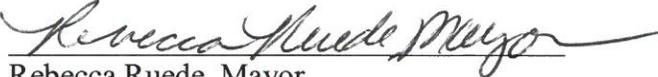
WHEREAS, staff of Dunes City are unaware of any circumstance where an individual would request a driveway access permit but have no intention to install a driveway; and

WHEREAS, Dunes City staff requests the City Council to consider combining the two application forms into one form and adopt the form attached hereto as Exhibit A. as the form to be used when property owners desire to receive a permit to access a Dunes City roadway and install a driveway.

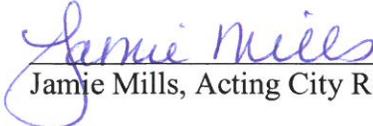
NOW, THEREFORE, BE IT RESOLVED that the City of Dunes City hereby adopts the form attached hereto as Exhibit A. and incorporated by reference herein as the form to be used in conjunction with requests for driveway access and driveway permits as forth in Section 155.3 of the Dunes City Code.

ADOPTED BY THE DUNES CITY COUNCIL THIS 14TH DAY OF JANUARY, 2016

Ayes: 4 Nays: 0 Abstain: 0 Absent: 1 Vacant: 1


Rebecca Ruede, Mayor

ATTEST:


Jamie Mills, Acting City Recorder



DUNES CITY • 82877 Spruce St. • Phone: (541) 997-3338
 PO Box 97, Westlake, OR 97493 • Fax: (541) 997-5751
 permits@dunescityor.com

DRIVEWAY ACCESS AND DRIVEWAY PERMIT
 (through the City Right-of-Way)

| | |
|----------------------|------------------------------|
| PERMIT NUMBER | ASSESSOR'S MAP NUMBER |
| _____ | _____ |

Property Owner Name: _____ Date: _____

Home Phone: _____ Cell Phone: _____

Street Address: _____

Mailing Address: _____ Email: _____

Name of access road: _____

(If proposed access is to a county or state road, the access permit would be issued through the appropriate agency. Please provide Dunes City with a copy of the permit).

Driveway Access: New driveway approaches to any improved city street shall be a minimum of 12' wide and have an asphalt or concrete surfaced apron from street to lot boundary line (minimum length – 8'). See attached diagram. Said approach to be constructed to prevent the flow of surface water from the driveway onto said street. A culvert pipe will be required under a driveway access if it is necessary to maintain lateral drainage in ditch. If it is determined that a culvert is required, the size and location is to be determined by the City Representative and the culvert is to be installed by the property owner with the understanding that the owner is responsible for keeping the culvert unobstructed and in good operating condition.

Driveway: Prior to a site review applicant must place polyvinylchloride (PVC) markers on the corners of the proposed driveway to show placement and slope. If driveway is more than a 10% grade, it will need to be engineered. Applicant is to submit a plot plan indicating proposed driveway location. The City Representative will determine if an Excavation and Grading Permit is required.

Applicant, by signing this driveway access permit understands that all provisions of Dunes City Ordinances governing will be complied with whether specified herein or not.

I have read and agree to the conditions of this permit:

Applicant's Acknowledgement and Signature _____

Driveway Access & Driveway Permit - \$400.00.
The total amount can be included in one check and made payable to Dunes City.

Application and Fee Received By: _____ Date: _____
 City Staff Member

City Representative Approval _____
 City Representative Comments: _____

Permit issued by _____
 City Recorder's Office

Call for Inspection (997-3338) Final Inspection Performed _____
 By: _____ Date: _____

This permit will expire ninety (90) days after date of final building inspection.