



JACKSON COUNTY  
ROAD & BRIDGE DEPARTMENT  
24569 HWY 75  
HOLTON, KANSAS 66436

Date: \_\_\_\_\_  
Permit No: \_\_\_\_\_  
Cty Road: \_\_\_\_\_  
Paid: \_\_\_\_\_

Ed Kathrens  
FIRST DISTRICT COMMISSIONER

Dan Brenner  
SECOND DISTRICT COMMISSIONER

Keith Kelly  
THIRD DISTRICT COMMISSIONER

**Highway Permit Agreement**  
Use of Right-of-Way

This agreement, made and entered into, by and between the County of Jackson County, Kansas, hereinafter,  
Referred to as the owner

(Name of individual(s) owning property) (Telephone Number)

(Mailing Address) (City) (State) (Zip Code)

Whereas, the Owner has jurisdiction over right-of ways with Jackson County, and

Whereas, the Owner believes it is the interest of the citizens of Jackson County to permit certain work or projects  
to be preformed upon the right-of ways, and

Whereas, the Petitioner requests permission and authority from the county to perform certain work, described as  
follows:

Must have a minimum of 4" dirt cover over pipe and minimum of 4" crushed rock (compacted AB-3) cover over drive  
from edge of road to property line. Installation shall be in accordance with Home Rule Resolution No. HR-2002-10,  
dated July 18, 2002 and City of Holton/Jackson County Standard Technical Specifications. Work not in accordance with  
said standards shall be corrected at the expense of the property owner. Driveways shall be installed "flush" with all  
existing roadways in such a manner to prevent potential damage from snow removal operations. In no case shall  
three-foot approach of the drive at the road surface edge be constructed to an elevation higher than the edge of existing  
road surface. The top of the culvert pipe shall be below the surface of the existing road.

Said work is located on public right-of-way in, upon or along County Road known as \_\_\_\_\_

in Sec \_\_\_\_\_ Twp \_\_\_\_\_ Range \_\_\_\_\_, Jackson County, Ks \_\_\_\_\_ Miles/Feet \_\_\_\_\_ (Direction)

from \_\_\_\_\_ on the North South East West (circle one) side of Road \_\_\_\_\_

Whereas, the owner has delegated full and complete authority to the staff of the Jackson County Public Works  
Department to execute Highway Permit Agreements, hereinafter referred to as "Permits" for and on the owners behalf.

This Permit is hereby accepted and its provision agreed to by the parties hereto:

**PETITIONER:** \_\_\_\_\_ Agent \_\_\_\_\_ Contractor \_\_\_\_\_ Lessee \_\_\_\_\_ Owner \_\_\_\_\_

(Firm or individual name, if different) (Telephone Number) (Mailing Address) (City) \_\_\_\_\_, (State) \_\_\_\_\_, (Zip) \_\_\_\_\_

RECOMMENDED BY: \_\_\_\_\_

PERMIT APPROVAL DATE: \_\_\_\_\_

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