



OFFICE OF THE
PUBLIC WORKS DEPARTMENT
Engineering Division
1100 Commerce Drive
Prescott, Arizona 86305
Phone (928) 771-3183
FAX (928) 771-3167

Dear Applicant:

According to the information and/or plot plan that you submitted to the Development Services Department regarding your parcel, the parcel is adjacent to a maintained County right of way. In accordance with Yavapai County Ordinance 2001-1 you must obtain additional permits from the Yavapai County Public Works Division if you intend to do any or all of the following:

- Permanently surface (concrete, asphalt, pavers, etc.) that portion of the driveway that is within the limits of the maintained County right-of-way.
- Trench or excavate outside your property boundary within the limits of the maintained County right-of-way.
- Landscape the ditch or area outside your property boundary within the limits of the maintained County right-of-way.
- Install a mailbox along the roadway within the limits of the maintained County right-of-way.

Yavapai County Ordinance 2001-1 requires that the County Engineer must permit any work performed within the limits of the maintained County right of way. The right of way includes the traveled roadway, shoulders, ditches and the portion of right of way between the roadway prism and your property line.

In addition to your access permit, it will be necessary for you to obtain the required permit(s) to work in the maintained County right of way. All work performed in the maintained County right of way that is not permitted by the Yavapai County Engineer will be considered an encroachment and may be subject to removal at your expense. Please apply for the necessary permit(s) at the Yavapai County Public Works Department. Please note that work is not allowed until you have obtained the approved permit(s) and given 24-hour notice to this office.

Should you have any questions or need additional information, please contact the County Public Works Department at (928) 771-3183. Thank you for your cooperation.