

Highway Permit Agreement – Use of Right-of-Way

Date: _____ **Permit #:** _____

Total fee due: \$550 - \$50 fee is non-refundable - \$500 fee is refundable (We accept Check, Money Order or Online Payment)

THIS AGREEMENT, made and entered into, by and between Township Board of Shawnee County Kansas, hereinafter, referred to as the "Board", and

Name of property owner	Telephone Number	Mailing address
City	State	Zip

WHEREAS, the Board has jurisdiction over right-of-ways within Soldier township, Shawnee County, and WHEREAS, the Board believe it is in the interest of the citizens of Soldier Township, Shawnee County to permit certain work projects to be performed upon road right-of-way, and WHEREAS, the Petitioner requests permission and authority from the Board to perform certain work, described as follows:

Must have a minimum of 4" soil cover over culvert pipe and a minimum of 4" crushed rock (compacted AB-3) cover over drive from edge of road to property line. Installation shall be in accordance with Shawnee County Home Rule Resolution No. HR-2002-10 dated July 18, 2002, and City of Topeka/Shawnee County Standard Technical Specifications, latest edition. Work not in accordance with said standards will be corrected by Soldier Township using funds from the \$500 installation deposit. Driveways shall be installed "flush" with all existing roadways in such a manner to prevent potential damage from snow removal operations. The top of the culvert pipe shall be below the surface of existing road.

Said work is located on public right-of-way in, upon or along the NORTH SOUTH EAST WEST (check one) side of the Township road known as _____ In Sec _____ Twp _____ Range _____, Shawnee County, Kansas, _____ miles/feet _____ (direction) from _____ nearest intersection.

WHEREAS, the Board has requested the Soldier Township Road Department to review and recommend approval or denial of said permit This Permit is hereby accepted, and its provisions agreed to by the parties hereto:

NOTE: IF IN A SUBDIVISION, PLEASE CONTACT SHAWNEE COUNTY PLANNING DEPARTMENT FOR LOT LAYOUT AT (785) 251-5410.

PETITIONER: Agent Contractor Lessee Owner (select one)

Firm or Individual Name	Telephone Number	Mailing address
City	State	Zip

X _____
 Petitioner Signature

EMAIL ADDRESS: _____

X _____
 Property Owner Signature

COMMENTS:

Approved by: _____
 (Township Representative)

RESOLUTION 21-02

A RESOLUTION OF SOLDIER TOWNSHIP AMENDING PRIOR RESOLUTION 10-01 REGARDING DRIVEWAY AND ENTRANCE PERMITS TO INCLUDE A DEPOSIT

WHEREAS, on or about the 25th day of June, 2010, the Soldier Township governing Board approved Resolution 10-01 which established a fifty dollar (\$50.00) permitting fee for sizing and approval of entrance and driveway tubes located within Soldier Township; and

WHEREAS, said Resolution was created to require the Soldier Township Superintendent to oversee such installations and properly size entrance tubes to ensure compliance; and

WHEREAS, the Soldier Township governing Board wishes to amend the terms of Resolution 10-01 to require a five-hundred-dollar (\$500.00) deposit to be paid to the Township along with the \$50.00 permitting fee prior to construction of an entrance and installation of a tube; and

WHEREAS, said \$500.00 deposit will either be credited toward the cost of installation, should the Township be the party installing the tube, or be held by the Township to ensure proper installation by a third party to be returned upon inspection and approval by the Township.

BE IT RESOLVED BY THE GOVERNING BODY OF SOLDIER TOWNSHIP, that Resolution 10-01 is hereby amended to read as follows:

1. A non-refundable permitting fee of \$50.00 must be paid to the Soldier Township Administration Office before a permit to construct an entrance or driveway is approved.
2. The applicant shall additionally provide a deposit of \$500.00 to the Soldier Township Administration Office prior to construction.
3. Should Soldier Township be the party installing the entrance tube, the \$500.00 deposit shall be credited toward the cost of installation, with any deficiency being paid by the applicant prior to a passing inspection being issued by the Township. Should there be excess funds remaining after the deduction of the Township costs of installation those funds shall be returned to the applicant.
4. Should the applicant have a party other than Soldier Township performing the installation, the Township shall hold the \$500.00, to be refunded upon a passing inspection by the Township.
5. The township shall inform the public of this policy through a sign(s) posted at the Township facilities.

APPROVED this 4th day of May, 2021.


KARL MCNORTON, TRUSTEE


JERRY GLASGOW, TREASURER


MIKE MATHES, CLERK