

# MASON COUNTY HIGHWAY DEPARTMENT

1164 E Laurel Avenue, Havana, IL 62644

(309) 543-3253 Phone - (309) 543-2034 Fax

MICHAEL R. PEDIGO, PE, PLS  
County Engineer

November 16, 2010

REQUEST TO ALL POTENTIAL PERMIT USERS:

RE: TO OBTAIN A NEW ENTRANCE ALONG A COUNTY HIGHWAY

The Mason County Road & Bridge Committee would like to request your help in making our County Highways a safer place to travel.

Mason County requires all companies and individuals to obtain an Entrance Permit for all new entrances that are to be installed along a county highway.

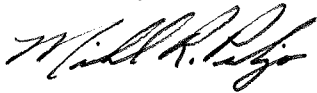
There is no charge for these permits and usually only takes a few minutes to prepare (this can be done over the phone and then faxed). Or, our forms are now available on-line at [www.masoncountyil.org](http://www.masoncountyil.org) under the County Highway Department's page. This may then be filled out and faxed to (309) 543-2034 or sent to the County Highway Department at [masonchd@grics.net](mailto:masonchd@grics.net).

The purpose of this permit system is to make the County Highways safe for those traveling on them and to insure that all work performed on its highways and right-of-way is done according to the standards and policies established by Mason County and the County Engineer.

Please contact our office at (309) 543-3253 so this matter can be discussed.

We request your cooperation in making these highways safer for everyone. Thank you.

Sincerely,



Michael R. Pedigo  
County Engineer

**PERMIT FOR ENTRANCE  
MASON COUNTY HIGHWAY DEPARTMENT  
1164 E LAUREL AVENUE, HAVANA, IL 62644**

Date:

<b>PERMIT ISSUES TO:</b> Name _____ Phone Number _____ Address _____ City, State & Zip Code _____	<b>CONTRACTOR INFORMATION</b> Name _____ Phone Number _____ Address _____ City, State & Zip Code _____
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<b>TYPE OF ENTRANCE:</b>	<b>Remarks</b>
Commercial <input type="checkbox"/>	
Private <input type="checkbox"/>	
Field <input type="checkbox"/>	

<b>CULVERT REQUIRED?</b> No <input type="checkbox"/> Yes <input type="checkbox"/>
<b>IF YES:</b>
Diameter of Culvert _____
Length of Culvert _____
Type of Material _____

<b>DIMENSIONS OF ENTRANCE:</b>
Ditch Line _____
ROW Line _____
Edge of Roadway _____

<b>SURFACE &amp; DEPTH REQUIREMENTS:</b>
Earth <input type="checkbox"/>
Rock <input type="checkbox"/>
Seal Coat <input type="checkbox"/>
Hot Mix <input type="checkbox"/>
Concrete <input type="checkbox"/>

<b>LOCATION OF ENTRANCE:</b>
<b>REMARKS:</b>

**GENERAL PROVISIONS:**

1. Proper signs shall be placed while work is in progress which comply with the Uniform Traffic Code, and if any open cuts on the highway ROW are left over night, proper flares or flashing lights and barricades will be maintained by your contractor.
2. You also agree to hold harmless the County of Mason from any and all claims resulting from or as a result of this construction.
3. The County Engineer shall be given notice of the date this work is to commence.
4. This permit is not valid until a signed copy is returned to the Mason County Highway Department.
5. This permit is valid for a period of 60 days from the date the permit is issued.
6. The County Engineer shall be notified when the work has been completed so that he or his representative may inspect the work for compliance with the County's requirements. This work must meet the approval of the County Engineer. All future maintenance will be at the expense of the permit holder.
7. Any disturbed slopes/ ditches, such as rutting caused by equipment, will be repaired/re-seeded by the permit holder and will be to the satisfaction of the County Engineer.

I, the undersigned, do hereby solemnly affirm that I have read the foregoing permit, and I agree to abide by the General Provisions stated above.

Signature: \_\_\_\_\_

Permit Issued By:	Mason County Highway Department
By:	_____
	County Engineer
Date:	