



**DRIVEWAY ACCESS and ADDRESS VERIFICATION**  
**FREMONT COUNTY BUILDING DEPARTMENT**  
**615 MACON AVE, ROOM 212**  
**Phone: 719-276-7460 Fax: 719-276-7461**

PERMIT # \_\_\_\_\_

(1.) MUST SUBMIT RECORDED DEED & PLOT PLAN INDICATING LOCATION OF PROPOSED/EXISTING DRIVEWAY.

Name of Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address, City, State, Zip Code: \_\_\_\_\_

Address Issuance/Proposed Driveway:  Verification of Address:

Name of Driveway Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Verification Address: \_\_\_\_\_

I understand as the property owner/applicant I agree to do any improvements that are needed per FCDOT.

(Additional fees may be required.)

Signature of Owner/Applicant: \_\_\_\_\_ Date \_\_\_\_\_

**For County Use: The following is to be completed by Department of Transportation Designee:**

Name of street being accessed: \_\_\_\_\_ Site distance both directions: \_\_\_\_\_ ft. \_\_\_\_\_ ft.

- Driveway access shall not interfere with location or functioning of any traffic regulation device.
- More than one driveway access shall not be allowed on any parcel less than 100' in width.
- Driveway access shall be constructed so as not to interfere with the street drainage system.
- No driveway access shall enter or exit on to street at less than 45 degrees.

**The following information will be required prior to the final acceptance:**

Will drainage study be required: Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please specify:

Will improvements be required: Yes \_\_\_\_\_ No \_\_\_\_\_

Culvert size: \_\_\_\_\_ Type of Culvert (Material) \_\_\_\_\_ Cover over top of Culvert \_\_\_\_\_

Curb Cut \_\_\_\_\_ Drop Inlets \_\_\_\_\_ Downspouts \_\_\_\_\_ Energy Dissipaters \_\_\_\_\_

Flared Ends \_\_\_\_\_ Headwalls \_\_\_\_\_ Rip Rap \_\_\_\_\_ Paving & Beveled Ends \_\_\_\_\_ Deflectors \_\_\_\_\_

Racks \_\_\_\_\_ Cribs \_\_\_\_\_ Raisers \_\_\_\_\_ Basins \_\_\_\_\_ Spillways \_\_\_\_\_ Others \_\_\_\_\_

- A minimum of 12 inch diameter culvert, unless larger required due to historical drainage.
- Minimum cover over top of the culvert shall be ½ the diameter of the culvert. Minimum length of culvert 24".
- Driveway shall not allow drainage onto County Right-of-Way.
- Culverts shall be set on a grade which will allow for proper drainage.
- Culverts shall be corrugated metal or material of equivalent strength & construction.

(2.) FOR FINAL ACCEPTANCE INSPECTION, IF APPLICANT FAILS TO APPEAR, THERE WILL BE A RESCHEDULE FEE OF \$45.00

(3.) LOCATION AND SITE REQUIREMENTS APPROVED BY FREMONT COUNTY DEPARTMENT OF TRANSPORTATION:

LOCATION & SITE APPROVED BY FCDOT:

DESIGNEE: \_\_\_\_\_ DATE: \_\_\_\_\_

\*\* Permit will expire one year from date of purchase. \*\*

**Not a County  
Maintained Road**



FINAL ACCEPTANCE OF DRIVEWAY ACCESS BY DEPARTMENT OF TRANSPORTATION:

DESIGNEE: \_\_\_\_\_ DATE: \_\_\_\_\_



**Fremont County**  
**Application for Issuance of an Address**

Property Owner's Name: \_\_\_\_\_  
Last Name First Name Middle Initial

Current Mailing Address: \_\_\_\_\_  
Mailing Address City State Zip Code

Daytime Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Email: \_\_\_\_\_

Property Tax Schedule #: \_\_\_\_\_

**You must provide a copy of the recorded deed (containing the complete legal description) of the property being addressed from the Fremont County Clerk and Recorder's Office (719) 276-7336.**

1. Legal name of County, State, Federal, or Private road you property fronts. If the property does not front any County, State, Federal, or Private road then the property will be addressed at the point of the intersection of the access road. **NOTE: Access to a state highway will require a State Highway Access Permit.**
2. Plot map showing property and the location of driveway for your property. (We must know where your driveway is located.) You may use a separate sheet of paper for any hand drawn maps, diagrams and footages.

**Notes:**

- Addresses issued are subject to change. This may be due to a change in area conditions or if more accurate information becomes available.
- With the issuance of this address, **Fremont County in NO way accepts responsibility** for the maintenance of the roadway or access to the property.
- In addition to obtaining an address, a Driveway Access Permit will be required. This permit application can be obtained online at:

<http://www.Fremontco.com/dot/drivewayaccessandaddresspermit.pdf>

- Fremont County is responsible for issuing addresses only for the properties in the **unincorporated** areas of Fremont County. To obtain addresses inside incorporated city limits of Brookside, Coal Creek, Canon City, Florence, Rockvale, or Williamsburg, you will need to contact those municipalities directly.
- All lands within Fremont County are subject to Zoning and Building regulations.

Return Completed Application with payment(checks made payable to Fremont County Building) to:

**Fremont County Building Department**

615 Macon Ave. Rm. 212  
Canon City, CO. 81212  
719-276-7460

**FEE: \$75.00**

Addresses will be issued within two (2) weeks from the receipt of the completed application and payment  
Incomplete address applications will be returned to the applicant for Completion.

<b>Office Use Only:</b>			
Date Paid: _____	Cash <input type="checkbox"/> Check # _____	Receipt #: _____	
Received by: _____	Date: _____		
New Address: _____	City: _____	Zip _____	
Issued by: _____	Date: _____		
Driveway Access Permit Necessary: <input type="checkbox"/> Yes <input type="checkbox"/> No			
County Access Permit: _____		State Access Permit: _____	

