

**ENTRANCE PERMIT APPLICATION**  
**QUEEN ANNE'S COUNTY ROADS DIVISION**  
**312 SAFETY DRIVE, CENTREVILLE, MD 21617**  
**PHONE: 410-758-0920 FAX: 410-758-6606**

ENTRANCE PERMIT NUMBER \_\_\_\_\_

**To be completed by applicant:**

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

Address of property for entrance: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Tax Map \_\_\_\_\_ Parcel # \_\_\_\_\_ Lot \_\_\_\_\_

Property Owner: \_\_\_\_\_ Date property staked: \_\_\_\_\_

**Fee Schedule: A fee of \$500 will be paid by the applicant to the County for the installation of an entrance pipe. Please contact the Queen Anne's County Roads Division at 410-758-0920 for payment instructions.**

The applicant hereby certifies and agrees to the following conditions:

1. Applicant shall mark the center of the proposed driveway with a stake providing the applicant's name or entrance number in a location visible from the road.
2. Permittee is the owner or duly authorized agent of the owner to make this application, has read all the information set forth, and that the same is correct.
3. That the permit, if issued, may be declared void should said information be incorrect.
4. Permittee must supply a minimum of 20' or a maximum of 40' of approved pipe for entrance and have it delivered to the above referenced address.
5. Permittee must notify Roads Division when pipe has been delivered to property.
6. Permittee will contact the Roads Division prior to connecting driveway pavement to any county road.
7. Permittee will be responsible for any damages to pipe during construction and will be required to have a new pipe installed should damages occur during construction.
8. Entrance pipe location must be located five (5) feet from the side yard property line and must not conflict with any existing utilities including, telephone, electric, water and sewer utilities. Permittee is responsible for location of existing utilities and any relocation of such utilities if required. Queen Anne's County reserves the right to adjust entrance pipe locations based on site conditions which serve in the best interest of the roadway systems.

Signed: \_\_\_\_\_ Telephone: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Email address for Entrance Permit info to be sent to: \_\_\_\_\_

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**To be completed by Roads Superintendent:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Pipe Specifications: \_\_\_\_\_ Comments: \_\_\_\_\_