

Right of Way Permit Submittal Requirements

- Plan: For minor work including sidewalk (not Americans with Disabilities Act [ADA] curb ramp), ditch work, or paving, a hand sketched plan may provide sufficient detail. For road closures, traffic control, and events and races, a detailed traffic control plan may provide sufficient detail.
- Erosion Control Plan: An erosion control plan that meets the requirements of Section 470 of the [Roadway Standards](#) is required outside of WES or OLWSD districts when construction disturbs between 800 square feet and one acre (DEQ 1200-C permit required over 1 acre) and:
 - The disturbance is located within the UGB; or
 - The disturbance is located outside the UGB and occurs within:
 - 25 feet of a property line, drainage area, pond, or surface water management facility on slopes less than equal to 10%;
 - 50 feet of a property line, drainage area, pond, or surface water management facility on slopes exceeding 10%; or
 - 100 feet of a property line, drainage area, pond, or surface water management facility on slopes exceeding 25%;
 - The disturbance is located within 100 feet of a stream, creek, wetland, or other sensitive area; or
 - When DEQ determines that a 1200-C is not required but the disturbance is over 1 acre.

If construction disturbs between 800 square feet and one acre but does not meet the above thresholds, the county will condition the project to comply with the general erosion control requirements.

If construction disturbs less than 800 square feet or if the disturbance is not construction related, there are no erosion control requirements.

- Surface Water Management Plan: A surface water management plan and report that meets the requirements of Chapter 4 of the County [Roadway Standards](#) is required outside of WES or OLWSD districts when:
 - The project is replacing or increasing impervious surface by 5,000 square feet or more within the urban growth boundary (UGB);
 - The project is replacing or increasing impervious surface by 10,000 square feet or more outside the UGB. If replacing or increasing impervious surface outside the UGB and acreage can be used as a best management practice (BMP) for surface water management per County Roadway Standards 420.2, County staff will provide guidance to address stormwater impacts as part of your permit issuance.

- A stormwater plan is required when new or replaced impervious surface is proposed within 50 feet of a perennial stream, creek, wetland, or lake, and within 10 feet of a property line.

If none of the above criteria are met, there are no stormwater requirements to address.

As with all projects that may affect drainage, property owners should be familiar with and are required to comply with Oregon Drainage law.

- Traffic control plan (TCP): Required if work will impact the flow or safety of users of the transportation system. A good resource for developing TCPs is the [Oregon Temporary Traffic Control Handbook \(OTTCH\)](#). Lane closures, road closures, and signal turn-off/turn-ons require custom traffic control plans. In most cases, standard plans from this document are sufficient. If you are proposing to close a sidewalk, view our [ADA page](#), to understand the requirements to maintain pedestrian access during construction.
- Certificate of Insurance naming Clackamas County as an additional insured, and the corresponding rider that is attached to the certificate.