



## **KLAMATH COUNTY PUBLIC WORKS**

# **GUIDELINES FOR ADDRESSING**

**VACANT LOTS WILL NOT BE ADDRESSED. A COMPLETED LAND USE COMPATIBILITY STATEMENT (LUCS) MUST BE PROVIDED WITH APPROPRIATE SIGNATURES.**

### **PROVIDE DOCUMENTED LEGAL ACCESS**

- 1. Start with Planning: A completed LUCS with a complete site plan must be received from the Community Development Department. The site plan must show driveway location and street name the driveway will be accessed from. If these two items are not on the site plan the addressing request will not be processed by Public Works.**
- 2. A Driveway Permit may be required, coordinate with Public Works staff. If the driveway leaves a state highway an ODOT access permit will be required. Forest Service road access may require an Access Permit, coordination may be required between landowner and Forest Service. Site distance, drainage and other factors may influence whether a driveway permit is issued.**
- 3. Address will be issued from the Klamath County Building Department AFTER the building permit has been paid for.**
- 4. NOTE: Some locations in Klamath County are not addressable due to not having legal access to the property or other factors. Legal access requires proof of an easement and/or right-of-way from the nearest public road to the property. Items that often impact legal access are crossing state or federal land, rail roads, crossing adjacent private lands, etc.**