



Marion County  
OREGON

Public Works Land Development Engineering & Permits  
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Salem, OR 97305  
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<http://co.marion.or.us/PW/Engineering/>

Utility Work in  
County Right-of-  
Way FAQ

## Utility Work in County Right-of-Way Frequently Asked Questions

**Q: How do I know if I'm working in Marion County Right-of-Way?**

A: Use the County's Survey Graphic Index (<https://gis.co.marion.or.us/surveygraphicindex/>) to review tax maps and surveys. The County also has GIS Programs that may be useful (<https://www.co.marion.or.us/IT/Pages/gis.aspx>). If there are questions after reviewing the Survey Graphic Index and GIS Programs contact the County Surveyor's office (<https://www.co.marion.or.us/PW/Survey>).

**Q: Is a permit needed?**

A: Follow the "Permitting for Work of Public Utilities in County ROW and Matrix for Annual Permit" available on our website: <https://www.co.marion.or.us/PW/Engineering/permit/Pages/default.aspx>

**Q: What is needed for a drawing?**

A: The following is the minimum information required on all drawings:

- Indicate curbed or non-curbed streets
- Show whether sidewalk is curb line or property line sidewalk
- Show structures (poles, pedestals, houses, fences, etc.). Both new and existing.
- Include pole and pedestal numbers
- Address for the work
- Distances from Edge of Pavement (EOP) or Face of Curb (FOC) to structures
- Streets names
- North arrow
- Proposed Route (indicate as a dashed line)
- Parallel distance
- Road width

**Q: What notifications does the County require?**

A: Email [MCLDEP@co.marion.or.us](mailto:MCLDEP@co.marion.or.us) or call (503) 584-7714 before 8:00 AM when working in County right-of-way. The Crew Leader is to email or call the Inspector when going to each job. Notify the inspector if the job is not completed that same day or if the job is cancelled. Note that County approval is required before deviating from an approved permit.

**Q: What Work Requirements are applicable to my work?**

A: A copy of the approved permit shall be available on site at all times. In addition, see the following:

- Permitting for Work of Public Utilities in County ROW and Matrix for Annual Permit
  - Available on our website under Utility Documents
- Utility Construction General Provisions as listed in the Permit, including Attachments A-H
  - Attachments available on our website under Utility Documents
- Notification Requirements as listed in the Permit
- Identification Sign Requirements as listed in the Permit
- Warning Signs as listed in the Permit
- Vests
- Minimum 30" deep in right-of-way (even at bottom of ditch)
- Road crossings are to be perpendicular (90°) to road
- CDF Backfill within 5' of EOP where there are no curbs (Attachments E and F)
- Pothole Construction (Attachment A)
- Road Cuts (Attachments C, D, G, and H)
- Leave the work site in the same or better condition than found

**Q: What is required if I am working solely under an Annual Blanket Permit?**

A: See the following:

- No road crossings are allowed
- No parallel route across adjacent properties
- Minimum 30" deep within 13' of face-of-curb or within 30' of centerline-of-road
- Notification Requirements as listed in the Permit
- Identification Sign Requirements as listed in the Permit
- Warning Signs as listed in the Permit
- Vests