

INSTRUCTIONS FOR PRIVATE MAINTENANCE AGREEMENT APPLICATION TO CONTROL VEGETATION PERMIT

Please complete **all** the items highlighted on the Permit application:

1. Owner Name, Mailing Address, Phone Number, and Email Address
2. Road Name, Milepost, Side of Road (left or right in direction of Milepost or North, South, East or West), Map No. and Tax Lot No.
3. Be sure to sign and date application at the bottom left.

Please submit completed and signed application by mail, email, or fax. Due to limited staffing coverage, walk-in service is not available this year.

New this year:

- Applications to participate in our 2026 Private Maintenance Agreement program will be accepted between **January 5th and March 5th, 2026.**
- All marker signs will be mailed out via USPS first class mail during March 2026.

Mail to:

Lincoln County Public Works Dept.
880 NE 7th Street
Newport, OR 97365

Email to: kbuchanan@co.lincoln.or.us

Fax to: (541) 574-1295

You must be the owner of the property or have authority to apply for this permit.

Once you receive your marker signs in the mail, place on each side of property you wish to privately maintain. **If you have not received your markers by March 31st, please let us know.**

Maintenance of the markers is the Permittee's responsibility. Replacements for the damaged or vandalized markers are available at the Lincoln County Public Works Department with current permit number.

The application will be assigned a Permit Number. Reasonable precautions will be taken to avoid use of herbicides along the roadside between the clearly visible and posted markers.

Phone us at (541) 265-5747 with any questions or comments.

The permit and marker signs expire on December 31st each year.

2026

PERMIT APPLICATION FOR PRIVATE MAINTENANCE AGREEMENT TO CONTROL VEGETATION ON A COUNTY ROAD

**APPLICATION
DEADLINE
MARCH 5TH, 2026**

LINCOLN COUNTY ROAD DEPARTMENT
880 NE 7TH STREET NEWPORT, OR 97365
PH: 541.265.5747 FAX: 541.574.1295

PERMIT NO.
December 31, 2026

EXPIRATION DATE

OWNER NAME	ROAD NAME	
MAILING ADDRESS	ROAD NUMBER	MILEPOST
PHONE	SIDE OF ROAD	
EMAIL	MAP NUMBER	TAX LOT
JOIN EMAIL LIST?	YES	
	NO	

THE APPLICANT AGREES: **PERMIT AGREEMENT**

- Lincoln County is responsible for maintenance of the roadway and, in accordance with applicable rules and regulations, frequently uses chemical treatment to manage the growth of vegetation. The chemical treatment used may consist of pre-emergent or post-emergent herbicides and generally occurs within 8 to 10 feet of the edge of roadway.
- To mark the boundaries of the roadside area to be privately maintained by the applicant with markers provided by Lincoln County, and to maintain the markers so they are visible to the traveling public and county personnel.
- To keep weeds, brush, and other vegetation trimmed or removed along the road shoulder, and that the area extending ten feet (10') from the edge of the roadway is reasonably free of weeds, brush and other vegetation in order to provide a safe lane of travel for vehicular clearance and pedestrian access.
- The primary noxious species the applicant needs to address are: Blackberries, Ivy, Knapweed, Scotch Broom, Shiny Geranium, Thistles, Yellow Archangel, and Wild Carrot. Images and additional information are available on our website.
- The applicant undertakes their responsibilities under this permit at their own risk and shall indemnify Lincoln County, its agents and employees, and hold them harmless from any and all liability for damages, costs, losses, and expenses resulting from the applicant's failure to perform fully under the terms of this permit.
- To defend Lincoln County, its agents and employees against all suits, actions or proceedings brought by any third party against Lincoln County, its agents and employees, when said suit, action or proceeding is brought to recover damages or other compensation due to negligence of the applicant when performing under the terms of this permit.
- To remove expired markers annually by December 31st of each calendar year. The County reserves the right to remove all expired signs without notice, and to remove any signs issued under a revoked permit.
- The County reserves the right, at the sole discretion of the Lincoln County Road Department, to suspend or revoke this permit if the applicant's obligations are not being fully met to acceptable standards.

THE COUNTY AGREES:

- To provide the applicant with approved markers for posting roadway areas to be privately maintained by the applicant.
- To inspect the performance of the applicant in abating weeds, brush, and other vegetation within the privately maintained areas of the roadway, and to notify the applicant within ten (10) working days of any inspection if the applicant's performance does not meet acceptable standards.
- To minimize or refrain from the use of chemical treatment and herbicides within the privately maintained areas, so long as the areas are maintained to acceptable standards.
- To continue this permit in full force and effect until there is a substantial breach of the terms and conditions of this permit, or until the full expiration date of the permit, whichever is earlier.

APPLICANT DECLARES HE IS THE OWNER OR LESSEE OF THE REAL PROPERTY ABUTTING THE ABOVE-DESCRIBED HIGHWAY, HAS AN EASEMENT, OR OTHER LAWFUL AUTHORITY TO APPLY FOR THIS PERMIT.
THIS PERMIT IS ISSUED SUBJECT TO THE PROVISIONS CONTAINED HEREIN.

SIGNATURE	DATE	PUBLIC WORKS DIRECTOR	DATE
TITLE	DATE	COPY SENT BY	DATE

**ALL MARKERS ARE TO BE INSTALLED
WITHIN TEN CALENDAR DAYS FROM THE DATE ISSUED.**

MAINTENANCE OF THE MARKERS IS THE PERMITTEE'S RESPONSIBILITY. REPLACEMENTS FOR DAMAGED OR VANDALIZED MARKERS ARE AVAILABLE AT THE LINCOLN COUNTY ROAD DEPARTMENT WITH CURRENT PERMIT NUMBER.

INSTALLATION INSTRUCTIONS

1. Place markers on road right-of-way / property line facing lane of travel.
2. Place markers on a fencepost, a sturdy pole, or some steady object (trees, buildings, mailboxes, etc. are NOT acceptable).
3. Place marker with "No-Spray" symbol at beginning of property or area not to be treated with herbicides. Vegetation crews will be traveling in the direction traffic flows, on the right side of the road.
4. Place the other marker at the end of property area not to be treated with herbicides.
5. Place markers four feet above ground level. Markers must be visible to lane of travel. Never place a marker on shoulder or road closer than four feet to the road shoulder.
6. Keep all weeds, brush, and other vegetation away from markers so they may be visible to the vegetation crew.

IT MAY HAPPEN THAT BOTH YOU AND YOUR NEIGHBOR PARTICIPATE IN THE "PRIVATE MAINTENANCE AGREEMENT" PORTION OF LINCOLN COUNTY'S VEGETATION MANAGEMENT PROGRAM, AND BOTH OF YOUR MARKERS WILL BE TOGETHER. IF THIS HAPPENS, BE SURE BOTH SIGNS ARE PLACED NEXT TO EACH OTHER AND ARE VISIBLE.

IF YOU HAVE A QUESTION OR COMMENT, PLEASE CONTACT:
Lincoln County Road Department
880 NE 7th St. Newport, OR 97365
PH: 541.265.5747



Placements of markers indicate the area that you are privately maintaining.

