

Application for Driveway Access

Wells County Highway Engineer

1600 W. Washington St. Bluffton, IN 46714
Ph. 260-824-6430 email: highway@wellscounty.org

Applicant: _____ Civil Township: _____ Date: _____

Email: _____ Phone: _____

Contractor/Authorized Agent: _____

Current Mailing Address: _____ City: _____ Zip: _____

Application to (check one) construct a driveway enclose the side ditch, along the

N S E W side of _____ Road and _____ feet

N S E W of the intersection of _____ Road

The type of proposed drive is Residential Farm/Field Commercial _____ drive width

The proposed surface is Gravel/Aggregate Asphalt Concrete

Provide a sketch below of the proposed drive or side ditch location in relation to the property lines with approximate dimensions. Also note distances from other driveways on each side of the roadway to any proposed new driveway access. Applicant Parcel frontage on County Roadway _____ feet.

North

I/we agree to comply with all conditions, restrictions, regulations, standard specifications of the County Engineer's office in the construction of the driveway or side ditch enclosure that is within the road right of way at the approved profile as shown on the Engineer's standard drawings and will refrain from construction curbs, head walls or other such obstructions that could create a hazard to traffic or hamper maintenance operations of the county highway department in consideration for being granted this permit. I/we further agree to construct a mailbox turnout for this property in accordance with the standards provided by the Engineer's office to minimize the hazard to traffic.

During construction of the proposed driveway or side ditch enclosure, we understand and agree that when workmen or vehicles are required to be on the paved portion of the roadway or the shoulder that lights, signs, barricades, flaggers, etc. required to protect the site, workmen and the public shall be provided in accordance with the Manual for Uniform Traffic Control Devices (MUTCD).

I/we also understand that prior to installing any pipe or making any excavation that Indiana Underground Plant Protection Service (IUPPS) Indiana 811, must be notified no less than two (2) business days prior to construction.

Owner/Authorized Agent Signature: _____

Office Use Only

Permit # _____

Preliminary Access Approved NOT Approved

Issued _____ Pipe Size (inches): _____ Expiration Date _____ By _____

Additional Conditions: _____

Standard Specifications

1. Applicant will mark with wood stake or colored flags the centerline of the proposed location of the drive access prior to submitting this application. Wells County employees will perform a field verification of the application information.
2. The minimum pipe length shall be 16 feet, plus 4 times the depth of the existing side ditch.
3. The minimum pipe diameter shall be 12 inches.
4. The depth of the existing side ditch shall be defined as the vertical height as measured from the existing road berm to the bottom of the existing ditch.
5. Pipe bedding shall be INDOT compacted #73 or #53 aggregate.
6. The pipe material shall be dual wall high density polyethylene (HDPE), 14 gauge 2-2/3"x1/2" Corrugated Steel Pipe or reinforced concrete (RCP) class IV.
7. The amount of cover shall be a minimum 12 inches from the top of pipe or bell.
8. Applicant shall hold harmless Wells County and its duly appointed agents and employees against any action of personal injury or property damage sustain by reason of the exercise of this permit.
9. All construction shall be subject to inspection and approval by the Wells County Hwy Department and/or County Engineer.
10. The County Engineer and Highway Department reserves the right to alter or adjust proposed location of drive for the purpose of improving sight distance.
11. This permit shall in no way limit or diminish any rights Wells County has in this right-of-way. In the event it is necessary or desirable for the county, its contractors or agents to perform any maintenance, repair, alteration, or construction work in the right-of-way that results in damage to property or construction installed under this permit, the county shall require the owner or permittee to be financially responsible for replacement.
12. The owner or permittee shall be responsible for any damage to county facilities if the damage results from any installation under this permit.
13. All applications will be handled in a timely manner. Please allow up to five (5) working days for the processing of a completed application. If an application is rejected for whatever reason, the applicant will be notified by telephone. This application will expire after 12 months from date of application if no work is performed.
14. Applications to enclose a side ditch must be accompanied by hydraulic analysis prepared by a registered professional engineer/surveyor providing evidence of the site or pipe's ability to carry all contributing offsite drainage and maintaining roadside drainage in the area of the side ditch enclosure.

Questions should be directed to the Wells County Highway Department (260) 824-6430