



DRIVEWAY PERMIT

Wells County Highway Department
828 E 200 S, Bluffton, IN 46714
P: 260-824-6430
chengineer@wellscounty.org

Permit #: _____
Date Received: _____

Applicant Name: _____
 Applicant Phone #: _____
 Applicant Email: _____
 Contractor Name: _____
 Contractor Phone #: _____
 Road Name: _____
 Side of road: N S E W
 Between roads: _____ and _____
 Approx. address or distance from nearest intersection: _____

Driveway location identified by: Stakes Flags
 Driveway will access: Field Home
 Outbuilding Other
 Type of finished drive: Stone Concrete Asphalt Dirt
 Driveway pipe used: Galvanized Dual wall Plastic
 Steel Concrete

****Please note that other County departments may contact you for additional information****

Fees: Driveway: **\$50**
 If stone is delivered: **\$350 per load**
 If dirt is delivered: **\$150 per load**

For Office Use Only:

Location inspected by: _____ Pipe Size Required: _____
 Approved Date: _____ Expires: _____

Additional conditions:

Fee collected \$: _____ Check #: _____ Cash Credit Card (contact office)

<https://pay.paygov.us/EndUser/PaymentAgency.aspx?ttid=24364>



RIGHT-OF-WAY AGREEMENT

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By signing below, Applicant acknowledges the following:

- i) Driveway must be sloped to allow surface water to drain AWAY from the road.
 - ii) A culvert pipe may be necessary under the driveway in the side ditch.
 - iii) That side ditches are necessary for the maintenance of the county roads.
 - iv) Side ditches must be constructed by the owner to allow unrestricted flow of water in the right-of-way.
 - v) Landscaping must not be in the right-of-way.
1. Applicant will mark with wood stakes or colored flags the proposed location of the drive upon submitting this application.
 2. The minimum pipe length shall be 20 feet. The minimum pipe diameter shall be 12 inches, unless stated differently.
 3. 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.
 4. Pipe bedding and backfill shall be #8 or #9 aggregate OR #73 or #53 aggregate compacted in 6in lifts.
 5. Applicant will use the following: pipe material shall be dual wall high density polyethylene (HDPE), 14 gauge 2-2/3" x 1/2" corrugated steel pipe, or reinforced concrete (RCP) class IV.
 6. Applicant, by executing this Application, agrees to hold harmless and indemnify Wells County and its agents, employees and officials from and against any claim for personal injury or property damage, caused or sustained by reason of the exercise of any work under this permit.
 7. The County Engineer and Highway Department reserve the right to alter or adjust the proposed location of the drive for the purpose of improving sight distance.
 8. 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 Wells 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, Wells County shall require the owner or permittee to be financially responsible for replacement.
 9. Applicant shall be responsible for any damage to any County facilities if the damage is caused by any installation under this permit.
 10. All applications will be handled in a timely manner. Please allow up to 5 working days for the processing of a submitted application. If an application is rejected for whatever reason, the applicant will be notified. The application will expire 12 months from the date of submission if no work is performed.
 11. 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 contribution offsite drainage and maintain roadside drainage in the area of the side ditch enclosure.

I/we agree to comply with all conditions, restrictions, regulations, and 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. I/we will refrain from construction of curbs, headwalls 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. Signatory warrants that he/she has all authority to bind Applicant to the terms and conditions found on both sides/pages of this Application.

I will call Highway office when project is complete.

These conditions have been read and agreed to by the applicant.

Signature of Applicant:

Date: