



McLEOD COUNTY HIGHWAY DEPARTMENT
 1400 ADAMS STREET SE * HUTCHINSON, MN 55350
 Phone (320) 234-0234 * Fax (320) 234-6971

County Road No.:	_____
Permit Number:	_____
Permit Fee:	_____

APPLICATION FOR ACCESS PERMIT

Purpose of Access: **INDUSTRIAL** **COMMERCIAL** **RESIDENTIAL** **WIDENING**
 (Circle One) **STREET** **FARM** **FIELD**

Name of Applicant _____

Address _____ City _____ Zip Code _____

Telephone Number _____

Name of Property Owner _____

Address _____ City _____ Zip Code _____

Telephone Number _____

Location: C.R. _____ in _____ Township _____ miles

N. S. E. W. Of _____
 (circle one) (town, road intersection or landmark)

Legal Description of Property _____

Is a building to be constructed: Yes _____ No _____

Is the Property: Platted _____ Unplatted _____

Is the land (lower, higher or level) with the road? (circle one)

Number of Present Driveways on Property _____

Date Proposed Driveways will be needed _____

Give Exact Location of Present Driveways to Property _____

Give Exact Location of Proposed Driveway to Property _____

Contractor to Build Driveway _____

Access Permit Fees:	Widen Field Entrance / Change Usage	\$25.00
	New Field / Residential	\$100.00 / each
	Commercial / Industrial / Streets	\$250.00

I (we), the undersigned, accept the terms and conditions of the regulations of the McLeod County Highway Department. I (we) further agree to fully comply to the satisfaction of the McLeod County Highway Department. I (we) understand that if the use of this access/entrance should change, it will require a new Access Permit. I (we) understand and agree to pay the referenced Application Fee.

 Date

 Signature of Applicant

NOTE: If application is approved, permit conditions must be read and followed. Permit will expire 12 months from date of application approval if entrance has not been constructed.

MCLEOD COUNTY HIGHWAY DEPARTMENT
PERMIT FOR ACCESS DRIVEWAY OR ENTRANCE

NOTICE TO APPLICANT:

The application for and receipt of this entrance permit only satisfies the requirements of the McLeod County Highway Department.

Any other permits or clearances which may be required are the responsibility of the landowner.

If the intent is to construct a building, either at the same time as the entrance or at a future date, it is recommended the McLeod County Zoning Office be contacted to discuss possible future requirements in an effort to make the entrance compatible with future building requirements.

If the proposed entrance is part of a subdivision, be sure the proposed entrance location meets all subdivision requirements.

Permission is granted for the construction of the driveway. As described in the above application, said driveway, to be constructed in accordance with McLeod County Highway Department Driveway Typical and subject to requirements on this page and the following special provisions:

1. The inside diameter of the culvert to be installed shall be _____ inches.
2. The length of culvert to be installed shall be _____ feet not including apron lengths.
3. The type of culvert shall be _____ pipe.
_____ aprons.

It is expressly understood that this permit is conditioned upon replacement or restoration of the County Road to its original condition or to a satisfactory condition, to be determined by the engineer. It is further understood that this permit is issued subject to the approval of local, city, or township authorities having joint supervision over said street or highway.

MCLEOD COUNTY HIGHWAY DEPARTMENT

Date

County Engineer / Assistant County Engineer

The proposed entrance is not in conflict with any existing ordinances, policies or restrictions of the McLeod County Zoning Office.

MCLEOD COUNTY ZONING OFFICE

Date

McLeod County Zoning

STANDARD PROVISIONS:

- 1 No work under this application is to be started until application is approved and the permit issued. If work is not completed within 12 months of date of application approval, this permit is void.
- 2 The landowner shall provide and install the necessary pipe and aprons for the driveway. The pipe and aprons shall be "like" the pipe and aprons through the majority of driveways along the same road and within one mile of the improvement unless another type of pipe is specifically approved by the Highway Engineer.
- 3 All pipe to be installed shall require the inspection and acceptance of the Highway Engineer prior to the covering of the pipe.
- 4 The landowner may purchase pipe and aprons from the Highway Department's available stock at the price listed in the current fee schedule. These prices are set by the McLeod County Board of Commissioners and subject to change at any time. Pipe and aprons can be delivered to the driveway location for a fee as listed in the current fee schedule.
- 5 The landowner shall furnish and place all soils needed in the construction or reconstruction of the driveway embankment.
- 6 The Landowner will surface with gravel that portion of the driveway within the roadway limits. The gravel surfacing shall be a minimum of 6 inches in depth and uniformly spread.
- 7 The landowner may surface that portion of the driveway within the roadway limits using materials other than gravel provided the landowner has obtained the approval of the Highway Engineer prior to the start of the work. This surfacing shall be at the landowners expense.
- 8 Where work on traveled roadway is necessary, traffic must be protected, and signing and proper barricades must be placed in accordance with the engineer's standards.
- 9 No foreign material such as dirt, gravel, or bituminous shall be left or deposited on the road during the construction permit.
- 10 The roadside must be cleaned after work is completed and restored to a condition similar to that prior to construction.
- 11 After construction is completed the permittee shall notify the Highway Department Office that the work has been completed and is ready for approval by the Engineer.
- 12 No changes or alternations in construction may be made at anytime without written permission from the Engineer.
- 13 Permittee must place stakes in exact location of the proposed driveway prior to highway department review and again prior to culvert delivery.
- 14 Only one driveway access to a residential lot shall be permitted. Wherever possible the one driveway access shall be located along a side lot line and shall be constructed to serve more than one existing or possible residential lot. Any new residential access driveway proposed to not be located along the side lot line shall require special consideration and approval from the McLeod County Board prior to the issuance of a driveway access permit by the County Engineer.
- 15 The landowner shall provide an area within a residential or business lot for turning around vehicles to permit forward movements onto county roads.
- 16 Work shall be done in accordance with typical layouts attached. Side slopes shall be 4:1 (1' rise to 4' run) and made of soil. No walls of landscape timber, concrete, or rock, shall be permitted in the right-of-way for reasons of safety. On various roads the side slopes shall be 6:1 due to previous safety designs on that road. These special requirements shall be identified in the remarks section if required.
- 17 If any excavation is to take place "Gopher State One Call" is to be notified. (800) 252-1166.
- 18 Further, the owner, his successors and assigns, hereby release the County of McLeod, its offices and agents, from any and all liability and claims concerning the hereinbefore described request.
- 19 If use of entrance changes a new permit must be requested for approval.

TYPICAL

