

POPE COUNTY HIGHWAY DEPARTMENT APPLICATION FOR ACCESS DRIVEWAY PERMIT

Complete application, sign and mail to: Pope County Highway Department, 16139 State Hwy. 29, Glenwood, MN 56334

Applicant _____ Address _____ Ph. _____

Property Owner _____ Address _____ Ph. _____

Location of Proposed Driveway:

CSAH <input type="checkbox"/>		Township/City _____
Co. Hwy. <input type="checkbox"/>		Legal Description _____
MSAH <input type="checkbox"/> No. _____		_____

Purpose of driveway: Residence Field Commercial (specify type) _____

Is a building to be constructed: Yes No What kind: _____

Will the building be: Temporary Permanent Distance to centerline of road: _____

Property is in: Platted or Unplatted area The land is: Higher Lower Level to the roadbed.

Number of present driveways: _____ Date proposed driveway will be needed: _____

ATTACH A SKETCH OF THE PROPERTY, PRESENT AND PROPOSED DRIVEWAYS, AND RELATION TO COUNTY HIGHWAY.

I, We, the undersigned, herewith make application for permission to construct the access driveway at the above location, said driveway to be constructed to conform with the regulations of the Pope County Highway Department and to any special provisions included in the permit. It is agreed that all work will be done to the satisfaction of the Pope County Highway Department. It is further agreed that no work in the connection with this application will be started until the application is approved and the permit issued. It is understood that this permit is conditioned upon replacement or restoration of the County Highway to its original or to a satisfactory condition. It is further understood that this permit is issued subject to the approval of local city, village or township authorities having joint supervision over said street or highway, and subject to the applicant's compliance with the rules and regulations of the Minnesota Environmental Quality Council, and any other affected governmental agencies.

Date

Signature of Applicant

Date

Highway Dept. Authorized Signature

ACCESS DRIVEWAY OR ENTRANCE PERMIT – a deposit of **\$500.00** payable to the Pope County Highway Department, in the form of a Certified or Cashier's Check, Money Order, Bond or Authorized Individual Check shall accompany application. Deposit will be returned to applicant upon completion and final inspection.

See attached Driveway Requirements and Special Provisions.

All work to be completed by: _____

Applicant to furnish: _____ Culvert (size and length): _____
 _____ Aprons (size): _____
 _____ Misc. : _____

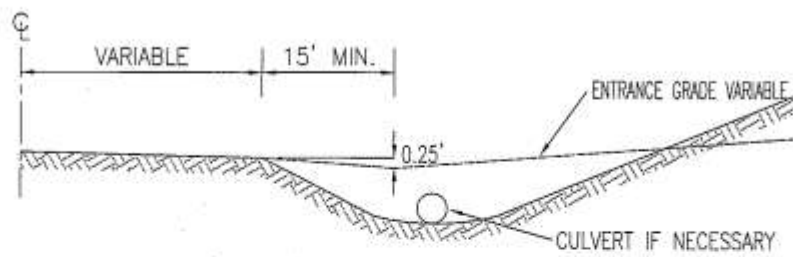
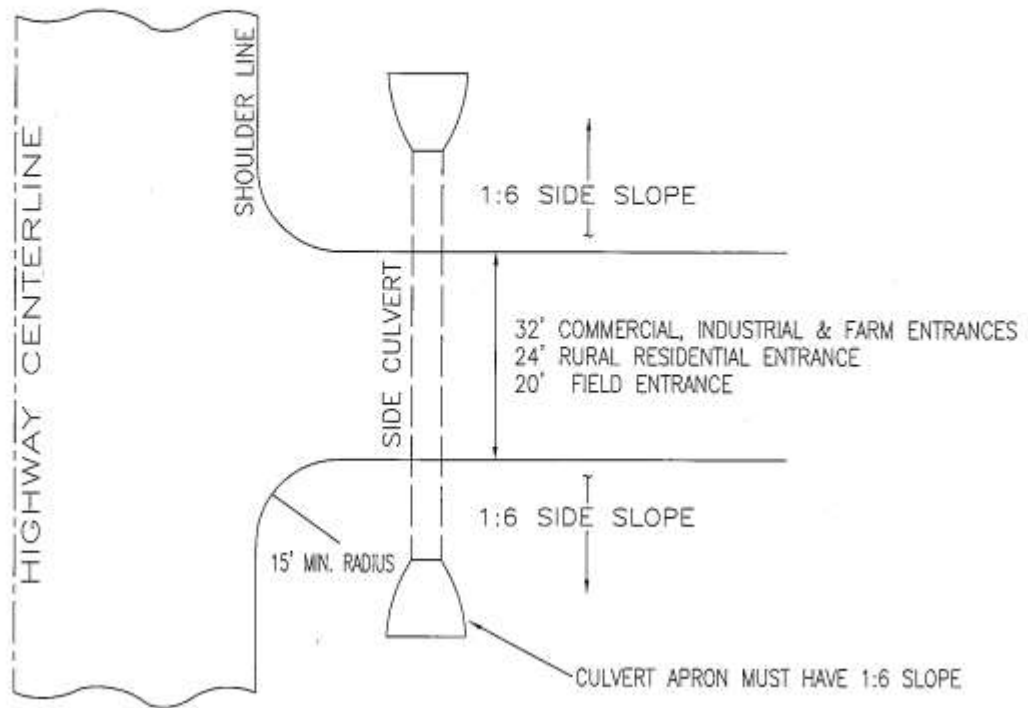
Final Inspection	
Work approved by _____	on _____
Name	Date

Driveway Requirements

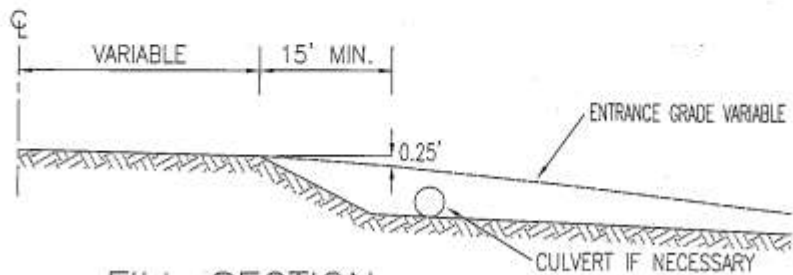
1. No work under this application is to be started until application is approved and the permit issued.
2. Where work on travelled roadway is necessary, traffic must be protected, and flags, flares and proper barricades which must be placed in accordance with the standards of the Pope County Highway Department.
3. No foreign material such as dirt, gravel, or bituminous material shall be left or deposited on the road during the construction of driveway or installation of drainage facilities.
4. Roadside must be cleaned up after work is complete.
5. After driveway construction is completed the permittee shall notify the County Engineer's Office that the work has been completed and is ready for final inspection and approval by the Pope County Highway Department.
6. No changes or alterations in entrances may be made at any time without written permission from the Pope County Highway Department.
7. Driveway fill slopes shall be constructed 1:6 (1 foot vertical to 6 feet horizontal) where existing road side slopes are 1:4 or better and shall be hand finished and seeded.
8. Driveways shall be so constructed as to slope down and away from the shoulder line of the County Highway for a distance of at least 15 feet with a fall of at least 3 inches.
9. Culvert pipes and aprons shall be in new condition. Only riveted pipe and 2 foot minimum width band shall be used. Aprons shall have a 1:6 slope.
10. Prior to beginning any excavation work, Minnesota Law requires the applicant or their contractor to contact "Gopher State One-Call" for locations of underground utilities.
Gopher State One-Call: ph. 800-252-1166
11. If the work is not completed by date given on this application then the cost of completing unfinished construction by County forces shall be deducted from required deposit. In the event that the construction has not been started by this date, this permit becomes null and void and deposit refunded.

Special Provisions:

POPE COUNTY HIGHWAY DEPARTMENT
DRIVEWAY/ENTRANCE TYPICAL SECTION



CUT SECTION



FILL SECTION