



ENGINEER'S OFFICE AND HIGHWAY DEPT.
 200 KENSINGTON ROAD, N.E.
 OFFICE 330-627-4110 FAX 330-627-3661
 GARAGE 330-627-2345
 CARROLLTON, OHIO 44615

TAX MAP DEPT.
 COURTHOUSE
 119 S. LISBON STREET
 OFFICE 330-627-7010 FAX 330-627-7496

Residential
Driveway Permit for Construction within the County Right-of-Way Limits

Chapter 5543.16 of the Ohio Revised Code states in part: "The owner of land shall construct and keep in repair all approaches or driveways from the public roads, under the direction of the County Engineer". All driveways that connect to a county road in Carroll County require a permit from the Board of County Commissioners issued through the office of the County Engineer. A representative of the County Engineer's Office must approve the construction of all new driveways or the improvement to be made to existing driveways that connect to county roads. Properly located and constructed driveways can greatly improve the safety of your county highways. For further information, contact Chris Kiehl or Mike Bryan at the Carroll County Engineer's Office by calling 330-627-4110 or 330-627-2345.

Applicant: _____
 Address: _____

 Phone: _____
 Email: _____

Contractor: _____
 Address: _____

 Phone: _____

Location: Township: _____ Road Name: _____ House Number: _____

Driveway Standards

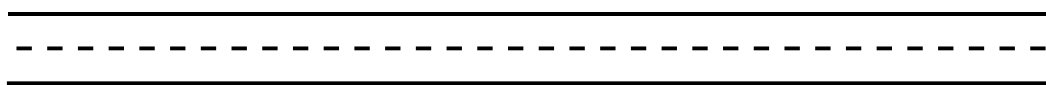
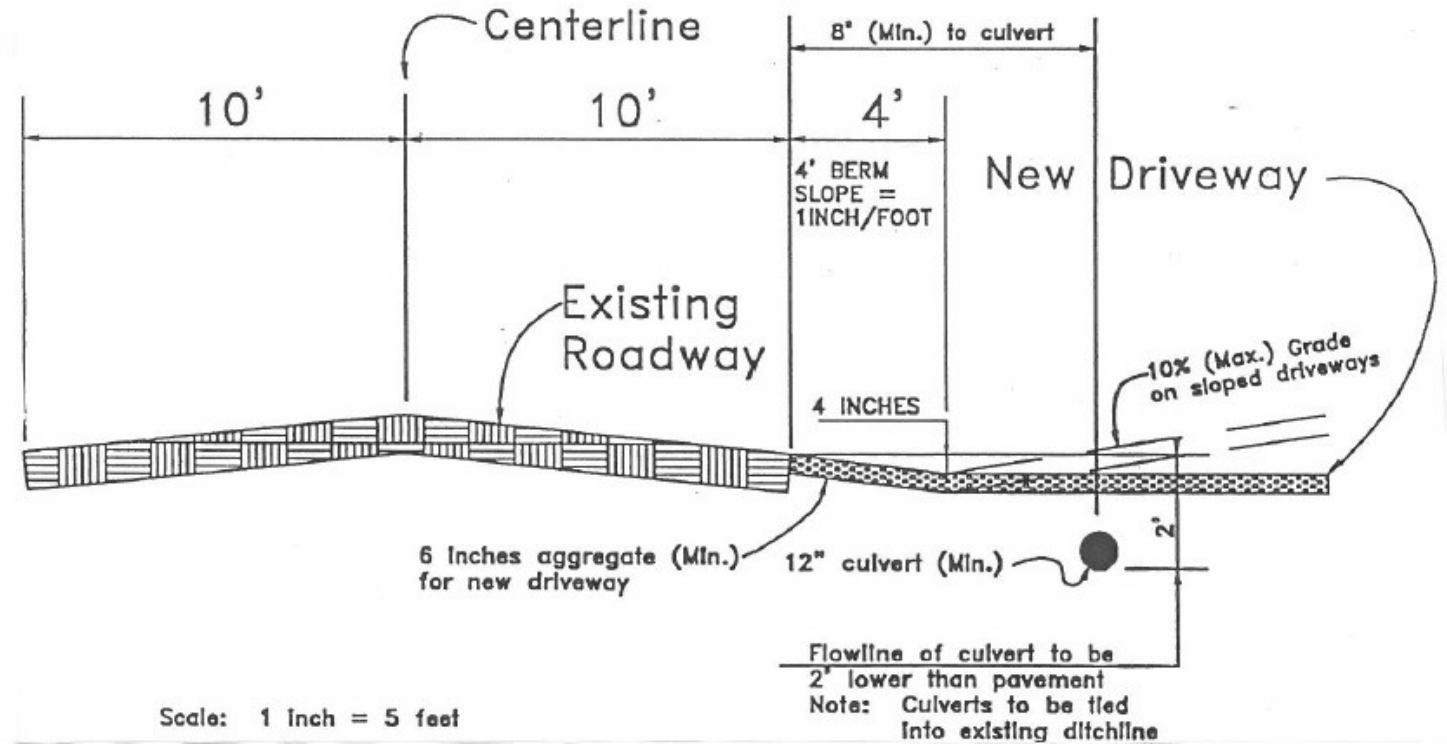
- Site Distance:** Driveways, or approaches, should be located and designed to enable vehicles traveling at or near legal highway speeds to see a driveway or approach. Conversely, the driveway or approach should be placed in areas to allow vehicles, while within the approach area, to observe the though highway for a distance sufficient to make a safe entry onto the highway. The lengths adequate to accomplish the above vary with each installation and depend on the horizontal and vertical alignment of the highway, speeds along the highway and the location of existing objects, such as trees, signs, buildings, etc., which may restrict visibility along the highway.
The recommended sight distance shall be the Intersection Sight Distance (ISD) shown in the latest edition of the Ohio Department of Transportation (ODOT) "Location and Design Manual", corresponding to the legal speed of the roadway or design speed as determined by the Engineer. If this recommended sight distance cannot reasonably be met, the minimum sight distance shall be the Stopping Sight Distance (SSD) shown in the latest edition of the ODOT "Location and Design Manual", corresponding to the legal speed of the roadway of design speed as determined by the Engineer.
- The County Engineer will determine if a drive culvert is required. If a drive culvert is required, the County Engineer will determine the type, size and length of the culvert. The minimum culvert size permitted is 12 inches in diameter and 20 feet in length. New driveway culverts shall be tied into the existing ditch line.
- Driveways shall be constructed so that they will not permit water or stone to run onto the road pavement. Crowning of the driveway outside of the road berm area is suggested. Concrete aprons will not be permitted in the right of way. *See the detailed sketch below.*
- Traffic shall be maintained in accordance with the Ohio Department of Transportation Manual of Traffic Control for Construction and Maintenance Operations.
- The Engineer's Office must be contacted 24 hours prior to starting the installation and again upon completion in order for a final inspection of the driveway. Failure to notify the Engineer's Office prior to and again upon completion will void this permit.
- No machinery, vehicles or material are to be stored on the pavement at any time.
- Do not place any dirt on the traveled portion of the pavement.
- The existing roadside drainage is to remain undisturbed.
- The Permittee assumes all responsibility for the cleaning and maintenance of the drainage installation authorized.
- The site is to be cleaned and restored to its original or better condition when work is completed.
- All excess and discarded material is to be removed from the county right-of-way.
- Any expense incurred by the county due to the applicant's use of the right-of-way will be paid by the applicant.
- Permit must be on job site at all times.
- Permittee shall hold the Carroll County Engineer, his agents and employees harmless from any and all claims or damage, public or private, arising from or growing out of the placement, construction, or use of the excavation subject to the issuance of this permit.

Temporary access permit only. Driveway to be removed upon completion of the project.

Temporary Drive Permit Requirements:

- All temporary driveway permits must utilize Management of Traffic (MOT) measures (e.g. flagging, signage) as outlined by applicable material from ODOT's Ohio Manual of Uniform Traffic Control Devices (OMUTCD).
- Permittee must commit to utilizing such measures so that the burden/liability resides with the applicant and not the Carroll County Engineer's office or its employees.
- You must maintain a safe environment for the traveling public at all times.
- Drive accesses are not to be utilized unless MOT is in place.
- You must block the entrances when MOT is not in place by utilizing orange safety fence to prevent illicit use of the drive access.
- When this temporary drive access is no longer needed for the project, it will be removed per permit requirements.

Detailed Sketch



As the applicant of this permit, I have read and agree to comply with the Driveway Standards and Detailed Sketch of this permit.

Sight distance required: _____ ft.	_____ Applicant Signature	_____ Date
Sight distance available: _____ ft.	_____ Highway Superintendent	_____ Date
Driveway location approved <input type="checkbox"/> Yes <input type="checkbox"/> No	_____ Carroll County Engineer	_____ Date
	_____ Carroll County Commissioner (President)	_____ Date

Post excavation installation approved by the County Engineer Yes No Date: _____