



DRIVEWAY ACCESS PERMIT APPLICATION

Fee = \$300.00

Permit # _____
 Date: _____
 Paid: Cash _____ Check # _____
 Date Deposit Returned: _____

Property Owner: _____ **Phone #:** _____

Owner Address: _____ **Email:** _____

Parcel ID #: _____ **Parcel Acreage:** _____ **Parcel Address:** _____

County Road #: _____ **Side of Road (N, S, E, W):** _____ **# of Existing Driveways:** _____

Driveway Purpose (Building Site, Field, 2nd Driveway, Widen): _____

Contractor: _____ **Contractor Phone #:** _____

Misc. / Comments: _____

Application Process:

1. Complete the entire application and submit to Todd County Public Works with the \$300.00 fee.
2. Put up flagging where the driveway is being proposed to be constructed and notify Todd County.
3. Todd County will assess the proposed location to determine culvert requirements, location spacing, and vehicle sight distance during the initial inspection.
4. Todd County will return a copy of the application to the applicant indicating permit requirements.
5. Applicant may then proceed with the installation of a driveway/entrance per the attached approach specifications. (Note: Culverts may be purchased directly from Todd County)
6. Applicant informs Todd County when construction is completed.
7. Todd County completes final inspection and informs applicant of inspection results.
8. Upon approval of the final inspection, the Applicant will be refunded \$100.00, receive 8 yards of class 5 delivered to the driveway, and the installation of mailbox support (building sites only).

Application Notes:

1. Permit is good for 6 months from the date of application and if all requirements are not met the deposit will be forfeited.
2. In accordance with a resolution passed by the Todd County Board of Commissioners, dated November 17, 1981, the applicant will be required to pay for the cost of the required culvert for parcels of land less than 40 acres. For any parcel of land 40 acres or more with no present access, the Public Works Department will furnish one access culvert.
3. This permit is not transferrable.

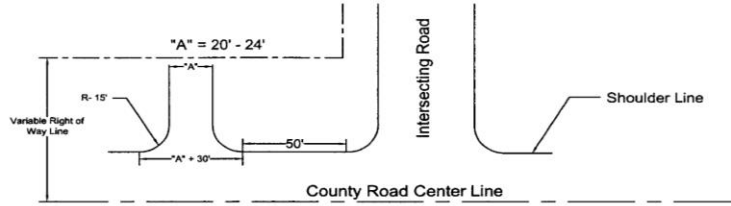
The undersigned applicant hereby accepts the requirements and conditions indicated in this application.

Applicant: _____ **Date:** _____

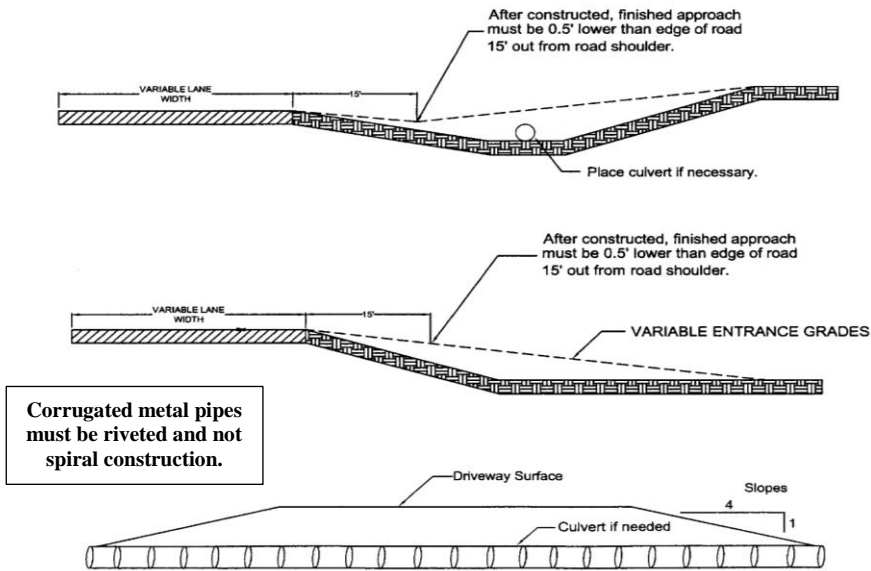
PLEASE ALLOW A MINIMUM OF 10 DAYS FOR PROCESSING APPLICATION. NO WORK SHALL BE STARTED BEFORE APPROVAL OF APPLICATION.

APPROACH SPECIFICATIONS

TYPICAL LAYOUT



TYPICAL CROSS-SECTIONS



Corrugated metal pipes must be riveted and not spiral construction.

NOTE:
Corrugated metal pipes having circumferential joints shall be laid with the outside laps pointing upgrade and with the longitudinal joints on the sides.

For Public Works Only

Culvert Requirement (Y/N): _____ **Culvert Responsibility (Applicant/County):** _____

Culvert Diameter (in): _____ **Culvert Length (ft.):** _____ **Aprons Required (Y/N):** _____

Comments: _____

Initial Inspection Date: _____ **By:** _____

Final Inspection Date: _____ **By:** _____