



Douglas R. Davis P.E.,P.S. - County Engineer

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Permit Application

Installations of Private or Commercial Driveway and Approach
(Private Access to a County Highway)

Application is hereby made by \_\_\_\_\_
(printed name of owner)

to install a \_\_\_\_\_ diameter by \_\_\_\_\_ minimum length of culvert to establish a private entrance.
(size)

The private entrance is located (address/county road name/number):

The property owner agrees to the responsibility of installation, backfilling, and covering of pipe. 411 Berm material or approved substitute to be used for backfilling and cover, with a minimum of 12 inches cover over pipe. Catch basins need to be installed for every forty (40) foot of culvert pipe.

Property owner agrees to the responsibility of maintaining the driveway culvert pipe for a period of one year. If this pipe is damaged in this period of time, the property owner agrees to incur all replacement cost which will include labor and material.

I agree to comply with all the conditions, restrictions, and regulations of the Office of the Muskingum County Engineer, including the general provisions, hereto attached, and I understand that the granting of this permit does not in any way abridge the rights of the Muskingum County Engineer and Commissioners in their jurisdiction over county highways.

Submitted by:
Owner
Address
Phone/Fax/Email
Phone:
Date:

Driveway site inspected and
Approved by:
Comments:
Date:
Installation Inspected by:
Comments:
Date:

**Installations of Private or Commercial Driveway and Approach  
(Private Access to a County Highway)**

**GENERAL PROVISIONS**

I. RESPONSIBILITY

- A. Section 5543.16 of the Ohio Revised Code provides: “The owners of land shall construct and keep in repair all approaches or driveways from the public roads, under the direction of the County Engineer.”
- B. All material, labor, and equipment necessary for the construction and proper maintenance of driveways and approaches shall be furnished by property owner at owner’s expense.
- C. If at any time the culvert ceases to function properly, it may be removed by county forces in order to insure proper drainage.

II. DESIGN REGULATIONS

- A. Drive and approach to be constructed to avoid wash-out of loose surface material and so that no surface water will be drained onto county road. Driveway approach shall be constructed with a gradual slope to allow proper shoulder drainage, which will result in the development of a recessed approach or swale of appropriate length below the elevation of the shoulder edge.
- B. If required, culvert for drive shall be placed to line and grade of adjacent roadside ditch or as specified by the county engineer or his representative.
- C. Pipe size shall be a minimum of 12 inch diameter by 20 feet in length or as specified by the county engineer or his representative.
- D. Recommended pipe: corrugated metal, corrugated polyethylene smooth lined pipe (plastic), or approved equal.
- E. Cover over pipe will vary according to individual conditions, however, a minimum of 12 inches is recommended.
- F. Headwall design shall be approved by the county engineer or his representative.

NOTE:

A NEW DRIVEWAY CAN BE CONCRETE FROM RESIDENCE TO THE COUNTY RIGHT-OF-WAY. ASPHALT OR STONE SHALL BE USED FROM THERE TO COUNTY ROADWAY.

