

Permit No. \_\_\_\_\_  
Date \_\_\_\_\_

### JACKSON COUNTY DRIVEWAY PERMIT APPLICATION

The landowner named on this permit understands that they are required by Ohio Revised Code Section 5543.16 to obtain a driveway permit for a new driveway installation or to alter their existing driveway. The property owner further understands they are responsible for the cost of the driveway approach and the pipe, if any, as well as the future maintenance and repair of said driveway and culvert, and that the driveway must meet the specifications of this permit. A culvert may not be required if the drive is located on or near the crest of a hill. Sight Distance Constraints may cause the requested Driveway Permit to be rejected.

If the land owner wishes to enclose their ditch line, it also must meet the profile requirements on Page 2.

The permits are good for six (6) months from the approval date.

The landowner shall hold Jackson County harmless from any and all claims.

Today's Date: \_\_\_\_\_

Is this Residential? \_\_\_\_\_ OR Commercial? \_\_\_\_\_

The desired driveway location shall be marked with ribbon and/or stakes and is to be located at Address:

\_\_\_\_\_

OR Nearest Existing Address: \_\_\_\_\_

OR Distance from nearest Intersection: \_\_\_\_\_ miles, \_\_\_\_\_ (Direction) From Road Name:

Desired Installation Date: \_\_\_\_\_

Who will install? \_\_\_\_\_  
(Owner, or If by Contractor, please give name and phone.)

Requested by: \_\_\_\_\_  
Landowner or Agent

Address: \_\_\_\_\_

Phone: Day \_\_\_\_\_ Evening \_\_\_\_\_

Signature of Property Owner: \_\_\_\_\_

#### Office Use Only:

Pre-construction Meeting Required:  Yes  No      Construction plans required:  Yes  No

Required Culvert Size:      Diameter: \_\_\_\_\_ Inch      Length: \_\_\_\_\_ Feet

Comments or conditions for approval: \_\_\_\_\_

\_\_\_\_\_

Date Approved: \_\_\_\_\_      Approved By: \_\_\_\_\_  
(County Engineer or Authorized Representative)

Actual Culvert Installed:      Diameter: \_\_\_\_\_ Inch      Length: \_\_\_\_\_ Feet

Culvert Material: \_\_\_\_\_

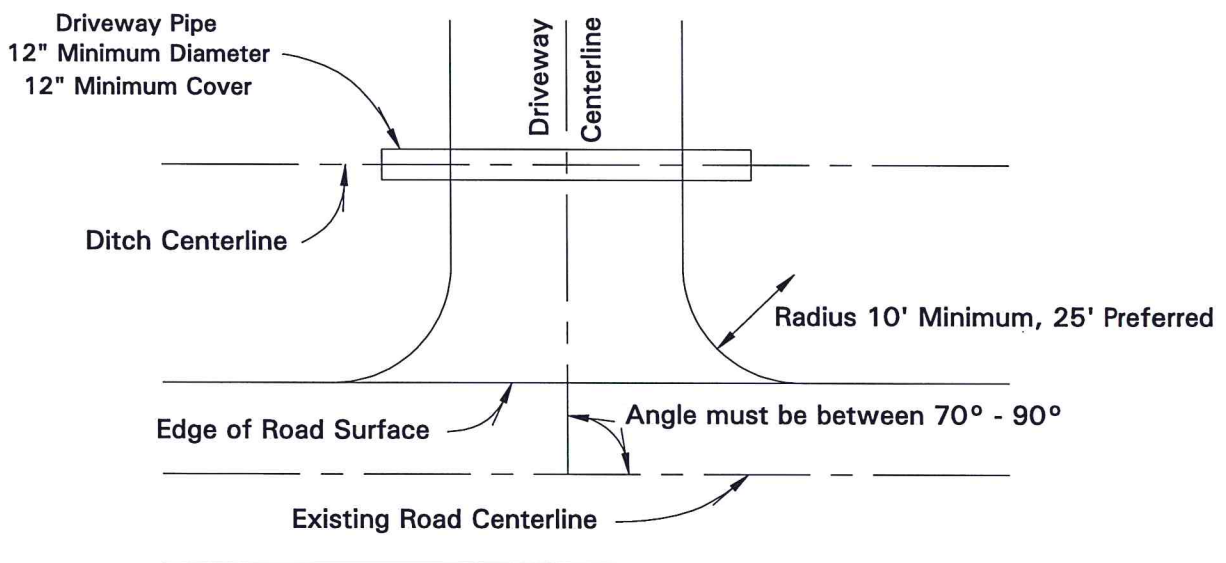
Date Inspected: \_\_\_\_\_      Inspected By: \_\_\_\_\_  
(County Engineer or Authorized Representative)

# Jackson County Driveway Standards

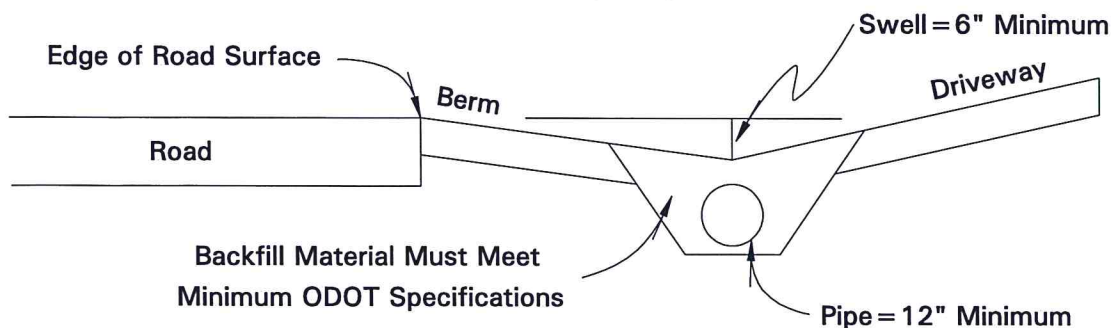
Culvert Size shall be determined by the Jackson County Engineer. The minimum culvert size shall be 12 inches in diameter. Residential culverts shall be a minimum of 30 feet in length and a maximum of 40 feet. Commercial culverts shall be a minimum of 40 feet in length and a maximum of 80 feet. All culvert shall have a minimum of 12 inches of cover above the pipe unless approved otherwise.

The top elevation of the drive where it meets the road surface shall not rise above the elevation of the road surface until it is beyond the road ditch if in a location where the property to be accessed is above the road. This includes any type of material used to construct the driveway, including but not limited to, gravel, asphalt, or concrete. The driveway shall also be graded with the proper crown and swales at the driveway entrance to keep water, mud, and/or aggregates from washing out of the driveway and onto the public road to prevent water ponding, icing, and/or damage to the pavement.

## Plan View



## Profile View



**Note: The Berm Must Be Sloped Toward the Ditchline to Allow for Proper Drainage**

**Note: If the driveway approach must be reconstructed as part of a public improvement, it will be done at public expense.**