

BELMONT COUNTY
ENGINEERING DEPARTMENT
PHONE (740) 699-2160
FAX (740) 695-8894

**DRIVEWAY CULVERT
APPLICATION FOR PERMIT**

To The: Belmont County Engineer
101 W. Main Street, Courthouse
St. Clairsville, OH 43950-1260

Date _____

Application is hereby made by

Address

Phone No. (_____) _____ to have a driveway culvert installed at the following location

County Road No. _____ Road Name _____

Proposed Culvert to be along N _____ S _____ E _____ W _____ side of highway _____
miles N _____ S _____ E _____ W _____ of Twp. Rd./Co. Rd./St. Rd.
_____ intersection.

Type of proposed drive: Residential _____ Field _____ Commercial _____
Other _____

Proposed drive surface: Gravel _____ Limestone _____ Asphalt _____
Concrete _____ Other _____

Drive width requested: _____ feet

Show in sketch below where proposed driveway culvert will be located in relation to property lines.
Edge of drive is recommended to be a minimum of eleven (11) feet from the property line.
Shorter distances will be accepted on proof of necessity.

Frontage _____ Proposed Driveway Width _____ Ft.

Co. Rd. No. _____

DRIVEWAY CULVERT PERMIT APPLICATION INSTRUCTIONS AND GENERAL RULES

APPLICATION INSTRUCTIONS:

1. Fill in name, mailing address, and current phone number of property owner or developer.
2. Give general description of proposed driveway culvert location, road number and road name.
3. Fill in; which side of highway, plus distance, and direction from nearest intersection. (identify intersection)
4. Check which type of drive and the drive surface material proposed.
5. Give driveway width at the ditch line on near highway berm. (culvert length must be 30 feet)
6. Show driveway width in relation to property frontage along highway.
7. Submit bottom of sheet of completed application to Belmont County Engineer, 101 W. Main St., Courthouse, St. Clairsville, Ohio 43950. Then set stakes at proposed location.
8. Call Engineer's Department at (740) 699-2160 with any questions.

GENERAL RULES:

- A. All new driveways or major alteration of existing drives (such as paving) require a permit from the County Engineer.
- B. When application for driveway culvert is submitted, two stakes must be set by owner showing the proposed location.
- C. If culvert pipe is required (as determined by Engineer) it is the owners responsibility to furnish the culvert pipe. (minimum diameter is 12 inch smooth bore plastic' minimum length is 30 foot)
- D. **The profile of the driveway must slope away from the existing pavement. (at a minimum to the ditch line)**
- E. Paved driveways which extend to the edge of highway cannot set above the edge of pavement. No curbs or headwalls that could create hazards or hamper maintenance operations, such as snow plowing will be allowed.