

All driveways shall have a separate site plan when the application is submitted.

Within 24 hours of application submittal, all proposed driveways shall:

- be addressed with numbering that can be readily seen from the street (4-inch letters/numbers minimum).
- have 24-inch (minimum) tall stakes at both sides of entry at the street.
- have centerline staking at no more than 100-foot intervals.
- have four corners of the house, or other proposed structure, footprint staked.

A \$47.00 re-inspection fee may be assessed if the above requirements are not met. The fee must be paid prior to the re-inspection.

Residential Driveway Permit Application

Date: _____

Permit Type:

 New ☐
 Resurface ☐

 Temporary Access ☐
 2nd Access ☐

 Relocate ☐
 Agricultural Access ☐
 ROW Only

Applicant Name: _____

 Address: _____

 Property Owner: _____
 (Permittee)

Contact Information:

Home: _____ Office: _____ E-Mail: _____

Mobile: _____ Other: _____

Address of property to be served: _____

 Section _____
 Township _____
 Range _____

 Subdivision _____
 Filing _____
 Lot _____
 Block _____

Install Vehicle Tracking Pad at Start of Construction.

 Applicant: _____
 Date: _____

 Inspector: _____
 Date: _____

OFFICE USE ONLY

Culvert size: _____

 Cross Pan: ☐

 Maintain Swale: ☐
 (No Culvert)

 Form and Final Inspections Required: ☐

 Temporary Access Approved: ☐

Expiration Date: _____

 No Hard Surface in ROW: ☐

Other: _____

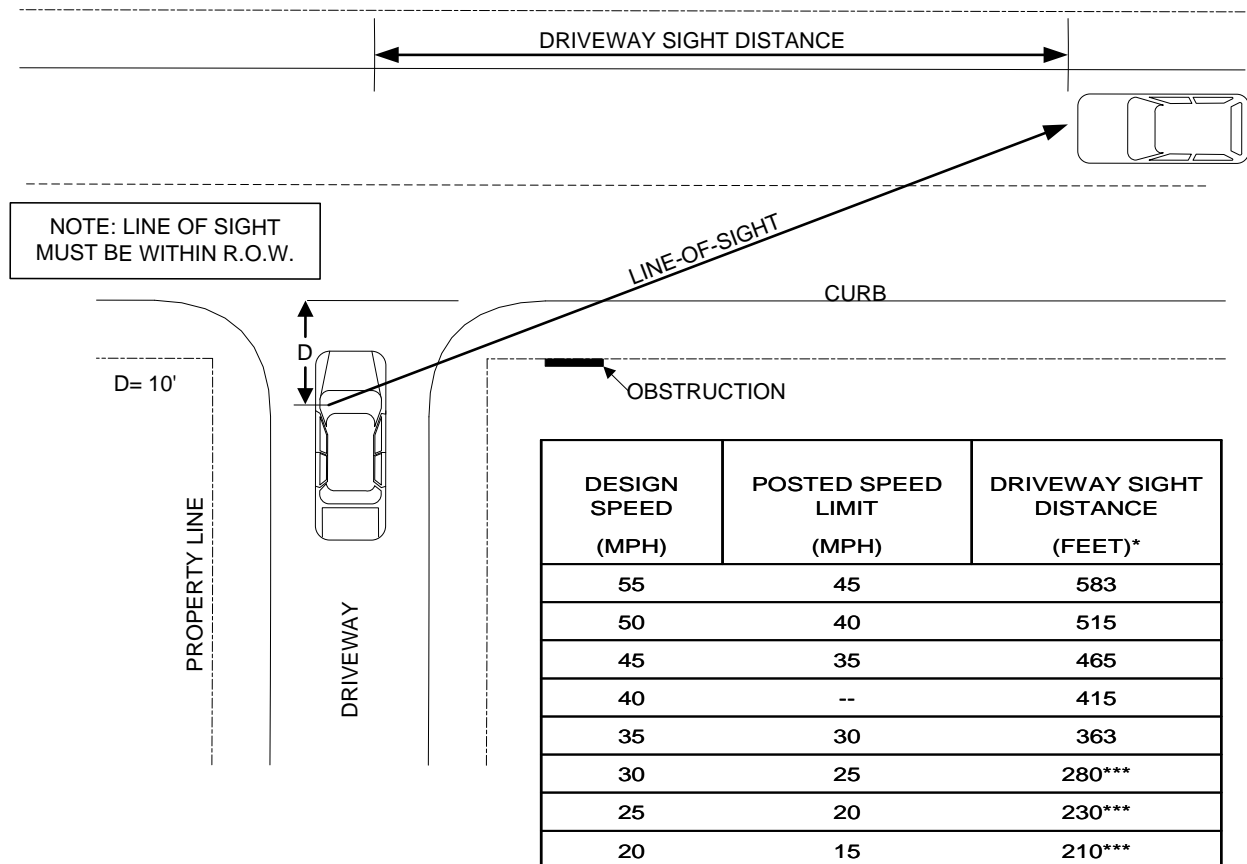
Driveway Permit # _____

Bldg. Permit #: _____

 Temp Access: ☐
 Assessment Attached: ☐
 Wildfire Mitigation Fee: \$ _____
 Driveway Fee: \$ _____
 Total Fee: \$ _____

Type of Structure: _____

 ST Hwy Access: ☐
 Easement: ☐
 Eng. Crossing: ☐
 Flood Plain: ☐



* Driveway sight distance measured from a point on the driveway at 10 feet back from the edge of the road and measured from a height of eye at 3.5 feet on the driveway to a height of object at 4.25 feet on the road.

Reference Figure 4.2 of the “Douglas County Roadway Design & Construction Standards”

Sight distance developed From AASHTO “GREEN BOOK”

1. Slope of driveway shall be 4% maximum within public Right-of-Way or private roadway easement.
2. Approach angle to the driveway entrance shall be 80 to 90 degrees perpendicular to the roadway.
3. Elliptical culverts (oval) are often a viable alternative if the existing road side ditch is not deep enough to accommodate a typical round culvert.
4. Permits are required for culvert placement in road side ditches.
5. Only corrugated metal pipe (CMP) and reinforced concrete pipe (RCP) culverts are permitted in the County Right-of-Way.

