

Wayne County Engineer
3151 W. Old Lincoln Way
Wooster, Ohio 44691
(330) 287-5500
Wayne-county-engineer.com

Permit #

Iworq #

PERMIT APPLICATION FOR DRIVEWAYS AND DITCH ENCLOSURES

\$50 Application Fee

Cash or Check

Receipt # _____

APPLICANT INFORMATION

Owner Name:		
Mailing Address:		
City:	State:	Zip Code:
Phone:		
Email:		

CONTRACTOR INFORMATION

Contractor Name:		
Mailing Address:		
City:	State:	Zip Code:
Phone:		
Email:		

TYPE OF PERMIT

- | | | |
|--|---|---|
| <input type="checkbox"/> Residential Drive | <input type="checkbox"/> Commercial Drive | <input type="checkbox"/> Farm/Agricultural Drive |
| <input type="checkbox"/> New Ditch Enclosure | <input type="checkbox"/> Drive Pipe Replacement | <input type="checkbox"/> Excavation in Right of Way |

Is this a new driveway? ☐ Yes ☐ No

SITE INFORMATION

Site Address /Road Name:		Township:
Auditor's Parcel #	Is this a new property split <input type="checkbox"/> Yes <input type="checkbox"/> No	
Frontage Length	Drive location or Excavation marked with: <input type="checkbox"/> Flags <input type="checkbox"/> Paint (REQUIRED)	
General location of driveway or work (i.e. ¼ mile west of Silver Rd, North Side, near address #2841) (use space below)		

PROPOSED DRIVEWAY

Width of driveway: _____ feet (min. 10') Width of driveway at edge of roadway: _____ feet (min. 30')

Surface of proposed driveway: ☐ Concrete* ☐ Asphalt ☐ Stone/Aggregate ☐ Asphalt Grindings

Note: Driveways shall be at an elevation below existing edge of pavement and slope away at ½" per foot down away from existing edge pavement to existing ditch line. County assumes no responsibility for damage to drives from snow plows or roadway work within public right of way.

***Concrete drive shall be stopped a min of three feet before existing edge pavement, and use asphalt or stone for remainder/ buffer.**

PROPOSED PIPE (DRIVEWAY OR YARD ENCLOSURE)

Diameter of Pipe: _____ inches (min. 12") Length of pipe: _____ feet (min. 30' residential, 40' farm/ag)

Final approved diameter and length shall be determined by the Wayne County Engineer.

Material Type of Pipe: ☐ Concrete ☐ Double Wall Plastic ☐ Corrugated Metal

INSPECTION/NOTIFICATION

Allow five (5) working days for permit approval once received by County. Applicant/contractor must notify OUPS (call 811) 48 hours prior to any excavation. Owner responsible for resolving any conflicts that may exist. **Owner must also notify County two (2) working days prior to installing concrete or asphalt for a field inspection.** County is not responsible for expense incurred due to adjustments required to meet conditions of this permit.

I understand the conditions of this permit and intend to comply with the attached Design Specifications and Guidelines. I also understand all future maintenance of the driveway, drive pipe, or enclosed ditch are the responsibility of the owner.

Name of Applicant:

Date:

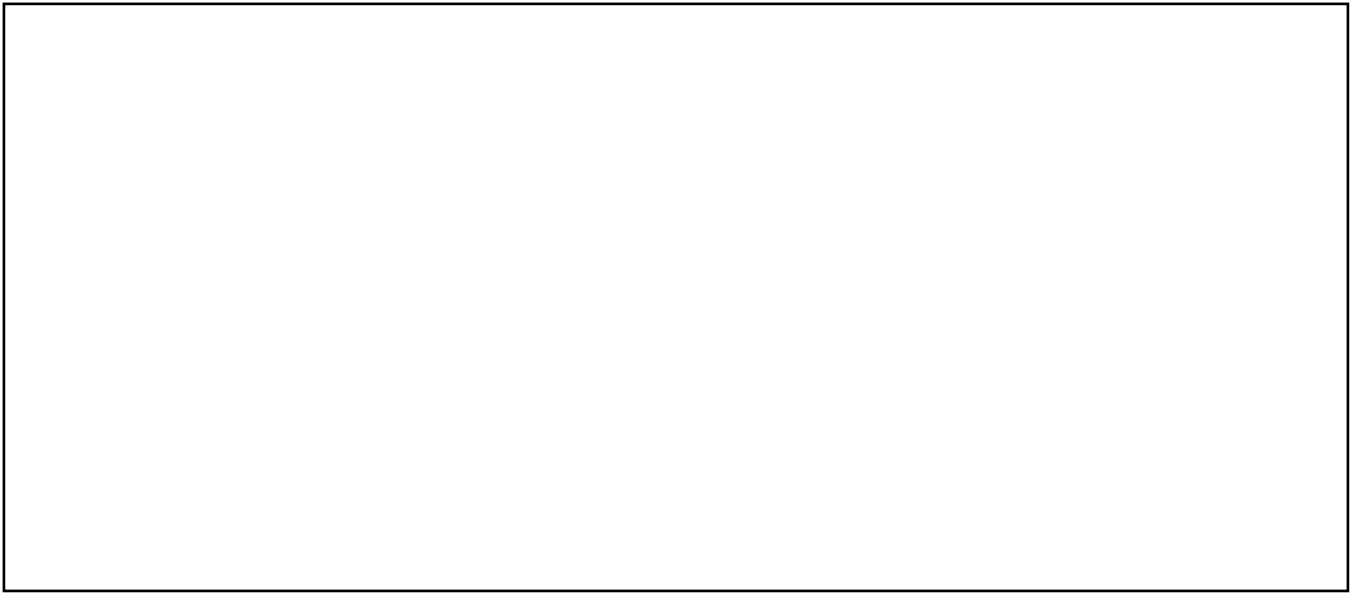
Signature: _____

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Culvert requirements: Diameter of pipe: _____ inches Length of pipe: _____ feet Drain Tee _____ Catch Basin _____
 Type of Pipe: ☐ Concrete ☐ Smooth Wall Plastic ☐ Corrugated Metal ☐ No pipe is required

SITE PLAN SKETCH – Does not need to be to scale



FINISHED GRADE OF DRIVEWAY / DITCH ENCLOSURE MUST BE LOWER THAN THE EDGE OF ROAD & SLOPE AWAY FROM ROAD

APPROVAL

Preliminary Site Approval: ☐ Approved ☐ Not approved: _____

Date of Inspection: _____ Inspected by: _____

Preliminary site approval valid for 12 months from date of approval.

Permission is hereby granted to perform work within the County Right of Way subject to all terms and conditions of this permit. Granting permission for a driveway does not imply the concurrence of a safe location for an entrance to the roadway.

 Inspector

Wayne County Engineer's Office

Final Construction Approval: ☐ Approved ☐ Not approved.

Date of Inspection: _____ Inspected by: _____

Comments:

Copy of Preliminary Site Approval to applicant: ☐ Mail ☐ Email ☐ Picked Up

Date: _____

Copy of Final Approval to applicant: ☐ Mail ☐ Email ☐ Picked Up

Date: _____

ACCESS PERMIT REQUIRED _____ ACCESS PERMIT # _____
 IworQ # _____ DRIVE PERMIT # _____