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Clinton County
Secondary Roads Department
Entrance Permit

This Permit application allows the applicant the right to have a property entrance constructed within Clinton County Secondary Road right-of-way subject to the following requirements and the Secondary Road Department Entrance Policy.

1. The Clinton County Secondary Roads Department shall determine if a drainage culvert is required. If a drainage culvert is required, it shall be paid for by the property owner and shall be a galvanized corrugated metal pipe with 2-2/3 inch by ½ inch corrugations and be 16-gage minimum.
2. The minimum pipe diameter shall be determined by the Clinton County Secondary Roads Department based on the following table.

Pipe Diameter (inches)	**Maximum Drainage Area (acres)**
18 minimum pipe size	15
24	30
30	60
36	90
42	140
48	200
As designed by the Engineer's Office	

3. Minimum pipe length shall be determined by the Clinton County Secondary Roads Department based on foreslope and entrance width requirements.
4. Entrance will be constructed by Clinton County Secondary Roads Department or by the property owner after an approved entrance permit is issued. Once the driveway is constructed it shall be maintained by Secondary Roads Department in accordance with the Clinton County Secondary Roads Entrance Policy.
5. Placement of fill material in the ROW other than what is necessary to construct the entrance is prohibited.
6. The finished elevation of the driveway over the pipe or the centerline of the ditch if a pipe is not required, shall be 6-inches lower than the road shoulder elevation to prevent surface water from flowing into the roadway from the entrance.
7. Stipulations and requirements of the Clinton County Secondary Roads Entrance Policy and Permit Application do not waive any applicable requirements of the Clinton County Zoning Ordinances.
8. The Permit application fee of $250.00 must be paid to the Clinton County Secondary Roads Department before the entrance will be approved.
9. Driveway entrance shall not encroach onto adjacent property owners land within ROW, unless a written agreement between adjacent property owners is received by the Secondary Road Department.

Applicant Signature_____ Date_____

Applicant Mailing Address_____
_____

County Approval_____ Date_____

Note: Construction in ROW Permit Also Required.

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CLINTON COUNTY SECONDARY ROADS DEPARTMENT

To be completed by applicant:

(Application for permit to construct or modify entrance from private property to Secondary Road.)

Applicant Name: _____ Home Ph: _____

Current Address: _____ Work Ph: _____

City/State/Zip: _____

Location for proposed entrance:

Township: _____ Sec. No. _____

Distance from NW Section Corner: _____ miles East

_____ miles South

Road No./ID: _____ Which side of road: _____

Location ref: _____ ft. _____ of _____

Location ref: _____ ft. _____ of _____

(Dist.) (N/S/E/W) (Intersecting Road)

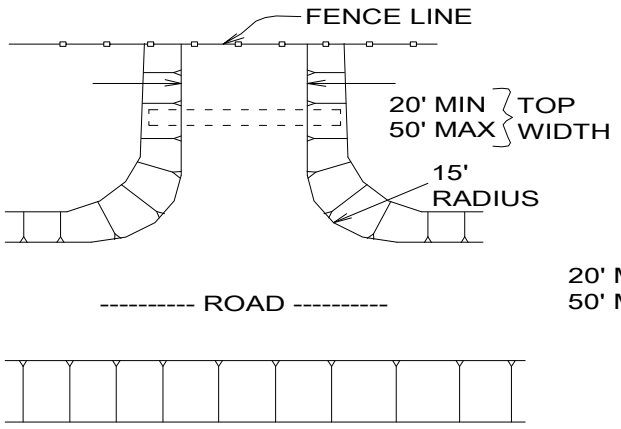
A permit is hereby requested to construct a [field] [farm] [residential] [business] entrance from the right-of-way line to the traveled way, including any necessary drainage structures. Entrance will be built as indicated on the following drawings:

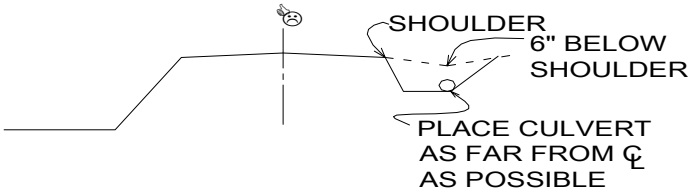
Office use only:

SIGHT DISTANCE CHECK: Approaching from _____ : _____

Approaching from _____ : _____

E911 RURAL ADDRESS: _____





ROAD CROSS-SECTION

ENTRANCE CROSS-SECTION

Ditch depth: _____ ft.

Top width: _____ ft. Standard foreslope = 2 ft. Hor. per 1 ft. Vert. (2:1)

Tube: _____ in. Dia. X _____ ft. long required.

If on paved road, foreslope must be 8:1.

NOTE: All drive culverts shall be 16 Gage 2-2/3" X 1/2" corrugated metal pipe - minimum.

NO Plastic Pipe Will Be Allowed