

# SCIOTO COUNTY ENGINEER

Darren LeBrun, P.E., P.S.

## COURTHOUSE OFFICE

Courthouse Room 401  
602 Seventh Street  
Portsmouth, OH 45662  
Phone (740) 355-8265  
Fax (740) 355-1428



## GARAGE OFFICE

56 State Route 728  
P.O. Box 429  
Lucasville, OH 45648  
Phone (740) 259-5541  
Fax (740) 259-4192

[sciotocountyengineer.org](http://sciotocountyengineer.org)

## DRIVEWAY CULVERT APPLICATION FOR PERMIT

1. Date: \_\_\_\_\_

Application is hereby made by:

\_\_\_\_\_

Current Mailing Address:

\_\_\_\_\_

Phone Number(s):

(\_\_\_\_) \_\_\_\_\_

(\_\_\_\_) \_\_\_\_\_

2. Requesting permission for a driveway culvert to be installed at the following location:

\_\_\_\_\_

Property Parcel Number: \_\_\_\_\_

County Road # \_\_\_\_\_ Road Name \_\_\_\_\_

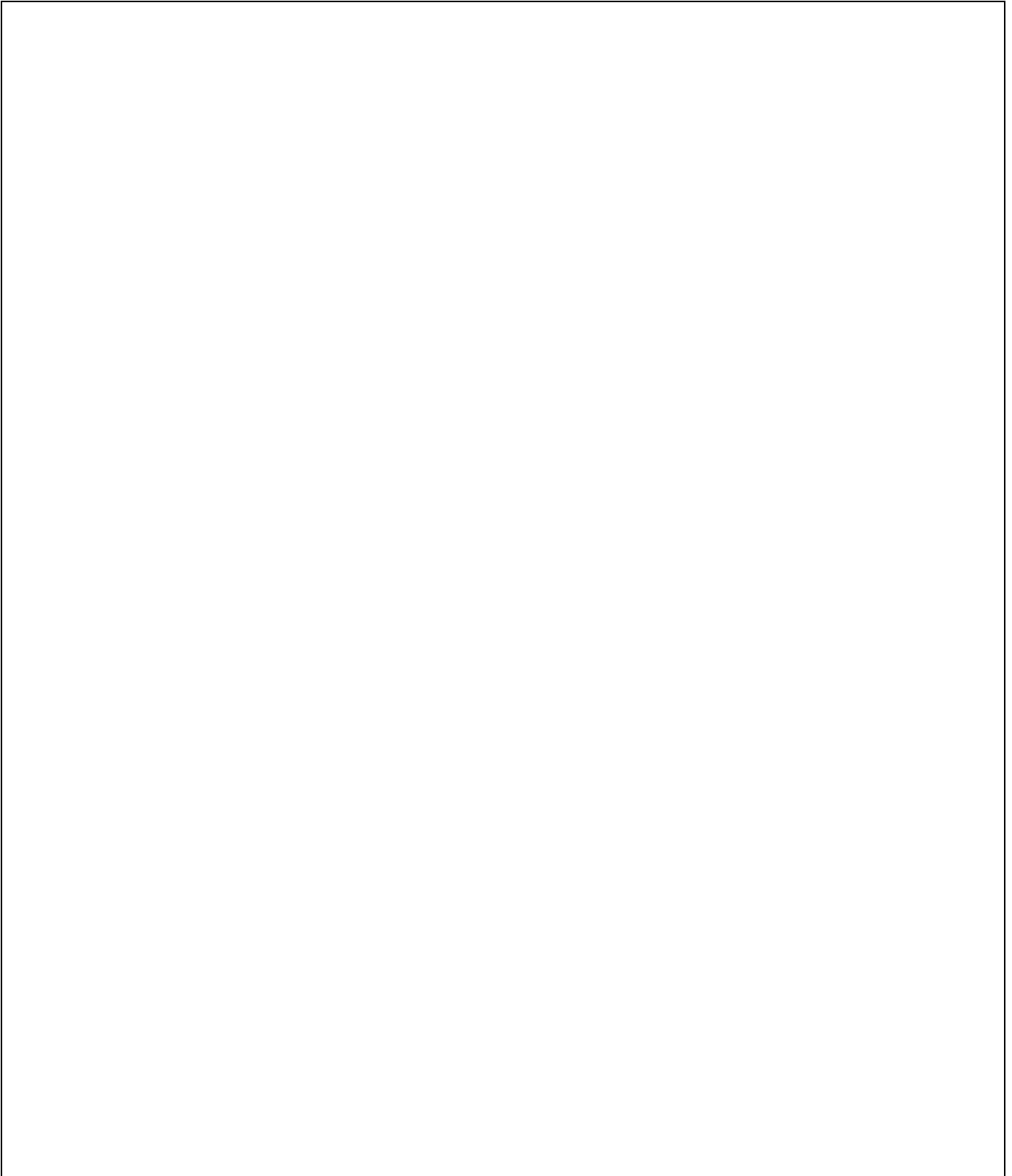
3. Proposed Culvert to be along N \_\_\_\_\_ S \_\_\_\_\_ E \_\_\_\_\_ W \_\_\_\_\_ side of road \_\_\_\_\_ miles N \_\_\_\_\_ S \_\_\_\_\_ E \_\_\_\_\_ W \_\_\_\_\_ of intersection with Township/County/State Rd. (circle one) \_\_\_\_\_

4. Type of proposed drive (circle one): Residential, Field, Commercial, or Other (explain):

Proposed drive surface (circle one): Gravel, Asphalt, Concrete, or Other (explain):

5. Drive width requested: \_\_\_\_\_ feet

6. Sketch below where proposed driveway culvert will be located in relation to roadway:



# SCIOTO COUNTY 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. Include Parcel number (can be found on Scioto County Auditor's website or GIS system).
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. Include driveway culvert sketch in relation to roadway.
7. Set stakes at proposed location.
8. Submit bottom of sheet of completed application to Scioto County Engineer at P.O. Box 429 Lucasville, OH 45648.
9. Call Engineer's Department at (740) 259-5541 with any questions.

## GENERAL RULES:

- A. All new driveways or major alteration of existing drives (such as paving) on county roads 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 owner's responsibility to furnish the culvert pipe. (minimum diameter is 15 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.