



ACCESS PERMIT APPLICATION

Wright County Highway Department
Public Works Building
3600 Braddock Ave. N.E.
Buffalo, MN. 55313
Telephone (763) 682-7706 Fax (763) 682-7313

Permit # _____

Date Rec'd _____

\$50.00 Fee: Driveway Field

\$250.00 Fee: Commercial Street

A. Applicant: _____ Access construction date: _____
(Please Print)

Address, City, State, Zip: _____ Phone: _____

Access Location & Direction: On CSAH/CR _____ on the (N E W S) side of road, from
(nearest road intersection) _____ go (N E W S) _____ (ft/mi).
(Circle) (Circle)

Purpose of Access: Temporary • New • Change of Use/Location Commercial • Street • Field • Driveway
(Circle one) (Circle one)

Is a building to be constructed? _____ Have building permit? _____ Have permit to fill a wetland? _____

B. Property Owner / Contact: _____ Phone _____
(Complete if different from Section A)

Address, City, State, Zip: _____
(Current mailing address)

Property Description: City/Twp _____ Sec: _____ Twp: _____ N Range: _____ W

Is the property platted? _____ Name of plat: _____ Recorded Date: _____

C. If mail will be delivered to this location a Wright County Mailbox Support is required. Please complete the Mailbox Support Application (attached). The fee is due at the time the Access Permit Application is made.

D. Department use only. Site inspection date: _____

Culvert Size: _____ Price of Culvert/ft: _____ Price of Culvert: \$ _____

Number of Bands: _____ Price of Bands/ea: _____ Price of Bands: \$ _____

Number of Aprons: _____ Price of Aprons/ea: _____ Price of Aprons: \$ _____

Entrance Width: _____ Existing Accesses: _____ Delivery Charge: \$ _____
((\$50.00))

Right of Way width: _____ feet from centerline. **Subtotal:** \$ _____

Mailbox Support \$70.00 _____ Mailbox \$15.00 _____ Price of Support: \$ _____
(Yes/No) (Yes/No) (6.875%)

Payment is due before delivery is made. Access Fee: \$ _____

Date paid: _____ Check #: _____ Rec'd By: _____ **TOTAL:** \$ _____

E. As an applicant, I understand that this permit will expire after **one** year. I shall conform to the Special Provisions and to the requirements as stated in the Wright County Driveway Access Policy on the back of this form. In addition I shall maintain the entrance and take care of all erosion for two (2) years after installation.

Applicant's Signature _____ Date: _____

Copies: Applicant _____ County Engineer _____ Accountant _____ Inventory Control/Maintenance _____

WRIGHT COUNTY DRIVEWAY ACCESS POLICY

- These design standards have been prepared in the interest of safety and public welfare as a guide to public agencies and private owners in preparing plans and applications for entrances and exits to and from County Highways.
- The County has acquired controlled rights of access on some sections of the highway system. Anyone contemplating acquisition or development of property adjacent to a county highway, which will require access to the highway, should determine what limitations are in force before proceeding with plans. This includes plat development.
- Application for permission to construct entrance or exit driveways along county highways shall be made on forms supplied by the Wright County Highway Department and shall be submitted to the County Engineer's Office.

CONSTRUCTION

1. All work done on highway right of way is subject to approval by the Highway Department.
2. Driveway shall be so constructed as to slope down and away from the shoulder line of the highway for a distance of at least 15 feet with a fall of at least 6 inches (see above).
3. Side slopes shall not be constructed steeper than six feet horizontally to one foot vertically (6:1), unless approved by the County Engineer. The slopes shall be hand finished, seeded, or sodded.
4. Proper and adequate drainage facilities shall be provided as required by the Highway Department. The owner shall pay all construction costs including such cost of the drainage structures as may be determined by the Department per Wright County Board Resolution No. 89-46.
5. The area on highway right of way other than that of the driveway itself will normally be in the form of a ditch. Modifications may be permitted provided proper drainage is furnished and curbs, hedges or other approved safeguards are installed to prevent misuse. Proper authority for modifications must be obtained from the County Engineer of the Highway Department before any work is started.

REQUIREMENTS

1. No work under this application is to be started until application is approved and the permit issued.
2. Only one access per residential parcel is allowed.
3. Where work on traveled roadway is necessary, traffic must be protected, and flags, flares and proper barricades must be placed in accordance with the standards of the Minnesota Department of Transportation.
4. Wright County Highway Department must deliver recommended culvert, bands, etc., as needed. No delivery will be made until the payment has been received at the office of the County Engineer. Wright County will make the delivery within 24 hours of payment receipt. (No Friday deliveries during summer months). **Do not send cash. Submit check or money order.**
5. No foreign material such as dirt, gravel, or bituminous material shall be left or deposited on the road during construction of driveway or installation of drainage facilities.
6. Roadside must be cleaned up after work is completed.
7. After driveway construction is completed the permittee shall notify the County Engineer's Office that the work has been completed and is ready for final inspection and approval by the Wright County Highway Department.
8. No changes or alterations in entrances may be made at any time without permission from the Wright County Highway Department.
9. **Failure to comply with the conditions of this Access Permit will result in the County Highway Department seeking injunctive relief preventing the use of the access until all terms of the permit have been complied with.**

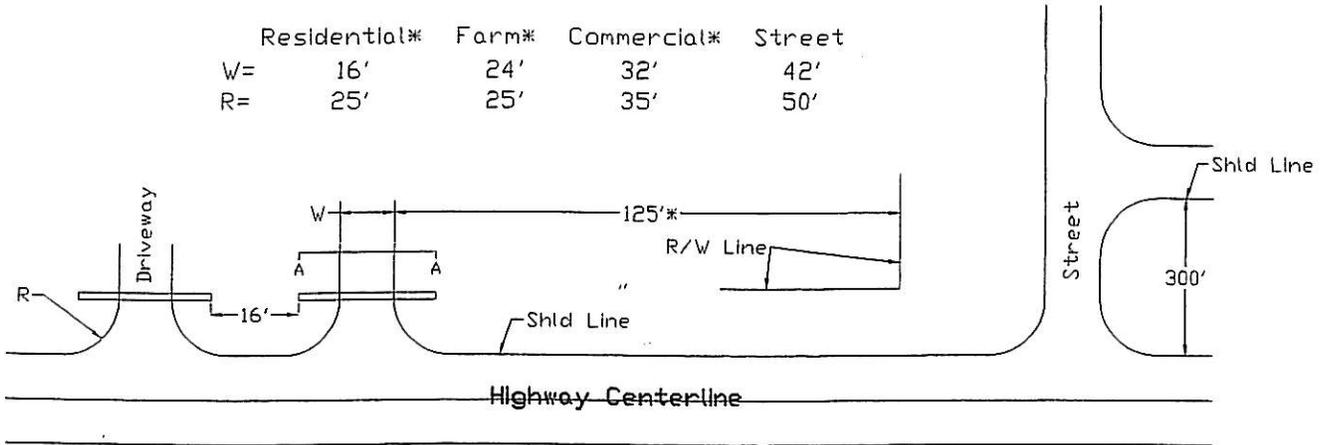
DESIGN

1. DRIVEWAYS shall be at right angles to the highway for the total designed right of way width.
2. MINIMUM SPACING between driveway culvert ends shall be 16 feet.
3. MINIMUM DISTANCE along shoulder from driveway to projected right of way line of line of intersecting road, highway or railroad -125 feet.
4. RESIDENCE DRIVEWAYS shall not exceed 16 feet in width measured at right angles to the centerline of the driveway.
5. MINIMUM SIGHT DISTANCE - 650 feet.

The above-specified distances are minimums. Each access request will be reviewed on its own merits to determine if these distances are adequate.

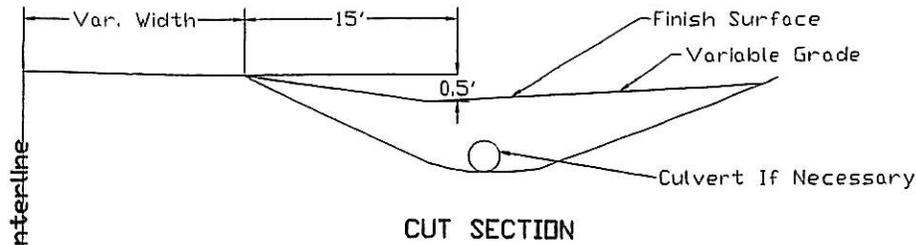
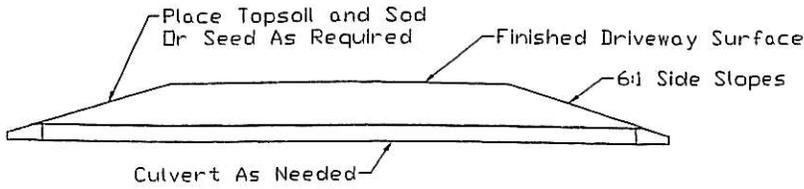
TYPICAL LAYOUT

	Residential*	Farm*	Commercial*	Street
W=	16'	24'	32'	42'
R=	25'	25'	35'	50'



Minimum Sight Distance-650 feet

SECTION A-A



TYPICAL CROSS SECTION

