

LAKE COUNTY ROAD COMMISSION

POLICY # 1007: PERMITS

STATEMENT OF POLICY:

Revised March 16, 1995

A. APPLICATIONS

1. Applications for a driveway, buried cable, seismic surveys, or moving oversize or overweight structures shall be accepted from a property owner, government agency, lessee or a legal authorized agent.
2. The application form shall be provided by the Road Commission. The application shall be accompanied by plans or drawings containing information required in Section B (Plans or Drawings).
3. Applicant form must be completely filled out and signed by the applicant.
4. The application shall be accompanied by a check made payable to the Lake County Road Commission in the amount set forth in the fee schedule.

B. PLANS OR DRAWINGS

1. The application shall be accompanied by the plans or drawings indicating the following:
 - a. Existing highways, pavements, ditches, property lines and utilities.
 - b. Driveway width.
 - c. Proposed drainage.
 - d. Culvert if needed and size (diameter and length)
 - e. Buried utilities shall indicate the distance from center line and at what depth it will be placed.
 - f. North directional arrow.

C. DRIVEWAYS

1. A driveway shall be located so that there is no interference with the free movement of highway traffic and sight distance will be assured at all times.
2. A driveway with turning radius shall be located entirely within the permittee's property lines. A driveway radius may be extended outside of that area only if the adjoining property owner gives written permission.
3. If a driveway is to be located adjacent to a highway intersection, it shall be at least 66' from the intersection.
4. The driveway will be constructed so that no water will drain onto the county highway. The Road Commission shall determine whether a drainage structure is required for any driveway installation, and also the minimum diameter and length of structure needed for the installation.
5. Driveway surface shall be 4" gravel minimum.

D. PERMIT TO OCCUPY

1. All public utilities shall acquire a permit to cross, bury or excavate within the right of way.
 - a. All buried cable crossings shall be placed at a minimum depth of 30".
 - b. All gas lines, piping and casing shall be placed at a minimum depth of 35", except at intersections, in which case piping shall be placed at a 60" depth.
 - c. All buried crossings may be made under paved roads by moling system, boring, plowing or by placing casings by jacking.
 - d. All overhead crossings shall be at a minimum of 15' above the center line of the road being crossed.
 - e. Annual permits may be granted.
2. All seismic surveys shall include:
 - a. Map showing location of seismic line.
 - b. Method of conducting the survey.
 - c. Provide proof of personal injury and property damage insurance.
 - d. All work on the right-of-way line will be permitted separately by the land owner.

E. OVERSIZE STRUCTURE MOVING

1. All structures that are over legal limits (8' x 13' x 65') shall be required to have a permit that shall show:
 - a. A map that shows the route on county highways that are to be used.
 - b. Provide proof of insurance.
2. Oversized structures shall be allowed to move on county highways between the hours of 7:00 am and 3:30 pm, Monday through Friday, and not on holidays.
3. The permittee shall provide an escort before oversized structures.
4. The permittee shall be responsible to contact appropriate agency (Phone or Electric) to arrange for raising of overhead wires.
5. Annual permits may be granted.

These regulations will not be construed to allow the permittee to undercut a more restrictive statute or local ordinance. Applicants are required to comply with the conditions and specifications of other public bodies or agencies as well.