

**PERMIT TO CONSTRUCT**

Date: \_\_\_\_\_

DRIVEWAY

FIELD ENTRANCE

Invoice # \_\_\_\_\_

Receipt # \_\_\_\_\_

Check # \_\_\_\_\_

APPLICANT \_\_\_\_\_

BILLING ADDRESS \_\_\_\_\_ City/ST/Zip \_\_\_\_\_

TELEPHONE NO. \_\_\_\_\_ Cell Phone \_\_\_\_\_

In accordance with the policy of the Palo Alto County Board of Supervisors, applications for installation, widening, or moving of driveways and field entrances must be approved by the Engineer's Office. Construction of driveways and field entrances may be by applicant or County Forces (at an established schedule of Costs). After approval of location, the County reserves the right to schedule construction date.

Township \_\_\_\_\_

Sec. # \_\_\_\_\_

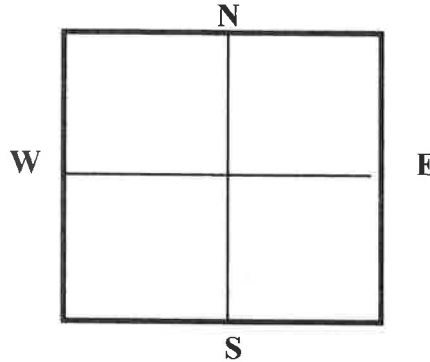
Street # or Avenue # \_\_\_\_\_

Desired width \_\_\_\_\_ ft

Drainage pipe necessary? \_\_\_\_\_

New \_\_\_\_\_ Extension \_\_\_\_\_ Other \_\_\_\_\_

Constructed by \_\_\_\_\_ Const. Date Requested \_\_\_\_\_



**Mark  
Location in  
box.**

Flag location on  
site.

**Materials:**

Type of Pipe

New \_\_\_\_\_  
(Should be New)

Used \_\_\_\_\_

	Quantity	Diameter	Length	Total Cost
CMP Pipe				
CMP Pipe				
Bands				
<b>Labor</b>				
<b>Delivery charge on pipe</b>				<b>\$ 50.00</b>
<b>TOTAL COST</b>				

**Mandatory**

Pipe checkout Receipt No: \_\_\_\_\_

Notify the Office (Inventory)? \_\_\_\_\_

Inventory Removed by Office \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_  
(Foreman)

Approved by \_\_\_\_\_ Date \_\_\_\_\_

## SCHEDULE OF COSTS

### **PAYMENT OF ENTRANCES: Payment will be made before construction begins or when pipe is picked up.**

Palo Alto County will stock the material and furnish the labor and equipment to construct the driveway or field entrance. The person requesting the driveway or field entrance will pay for the material at the following rate:

\$400.00 Plus Cost of Pipe 24' Wide Top Single  
\$400.00 Without Culvert Pipe 24' Wide Top Single  
\$150.00 Per Side up to 10' for Widening (Plus Cost of Pipe)  
**\$ 50.00 Delivery Charge – always charge for this service.**

15" Metal pipe \$12.75 per ft, connecting band \$25.50 each.  
18" Metal pipe \$14.50 per ft, connecting band \$29.00 each.  
24" Metal pipe \$19.25 per ft, connecting band \$38.50 each.  
\* Pipes longer than 60' must be a minimum of 18" to minimize plugging with debris.

MOVING OF FIELD ENTRANCES AND DRIVEWAYS: Will be done at same cost as new driveway.

Driveways and field entrances shall not be placed by the landowners or tenant on any road without the consent of the Engineer, even though the owner or tenant does the work. Driveways placed without such consent shall be subject to removal at owner's expense. Driveways requiring pipe shall have the minimum diameter of 15" and shall be 16 gauge corrugated metal.

### CONSTRUCTION STANDARDS

New construction or expansion of existing drives will conform to county standards.

Top width, Single – 24'

Top width, Double (shared) – 34'

Side width, Gravel road – 3' width for every 1' ditch depth

Side width, Paved road (with pipe) – 6' width for every 1' ditch depth

Side width, Paved road (without pipe) – 8' width for every 1' ditch depth

Location restrictions:

- Placed no closer than 150' from near edge of intersecting road.
- Field Entrances on gravel roads may be placed no closer than 60' from nearest edge of intersecting roads. However, the goal is to have at least 150' separation from the edge of the intersecting road for better snow removal and safety.

