

Clearwater County
Application for Access for New Approaches on County Roads

Applicant and Landowners Name: _____ Date of Application _____
Applicant's Address: _____ Phone Number: _____
City, State, Zip Code: _____
Project Location: _____
Project Address: _____ County Road Number: _____
T _____ N, R _____ W, Section _____ Quarter _____ Township _____

In accordance with Section 6 of the Access Management Ordinance approval of an access plan is required to aid in the planning stages prior to subdivision of land or for redevelopments of land as described below. An access permit is required prior to actual construction of the access. A property split does not necessarily create a right for a new access for contiguous parcels. Access permits are granted for a specific use. If the land owner proposes to change the current use of an access point, a new access plan and permit is required since the location of a particular drive may be suited for one use but not for another.

I as applicant do hereby make application for approval of an access location permit to be preapproved for the location of an access for a specific purpose. I understand I will still need to apply for a permit for the actual construction of each access and that I will make a new application if my plans change as to specific uses of any accesses approved in this document.

Applicant is to complete this section and show sketch on next page:

- Access Plan sketch or Preliminary plat attached. Reference document: Dated _____
(See Section 6.2 of the Access Management Ordinance for detail requirements)

 - Existing Land use: _____

 - Proposed land use for this application:
 - Residential _____ units per lot
 - Field Access
 - Other low volume access: _____
 - High Volume Commercial or other uses indicate the specific type of use, structures, parking, drives,

 - Structures and parking areas will be located at least _____ feet from edge of roads

 - I propose a shared access with adjoining land owner. Attached an acknowledgement or agreement from adjoining land owner. Note a shared access easement may be necessary. _____

 - I propose an access off the adjoining land owners land. Attach an acknowledgement or agreement from adjoining land owner. Note a shared access easement will be necessary.
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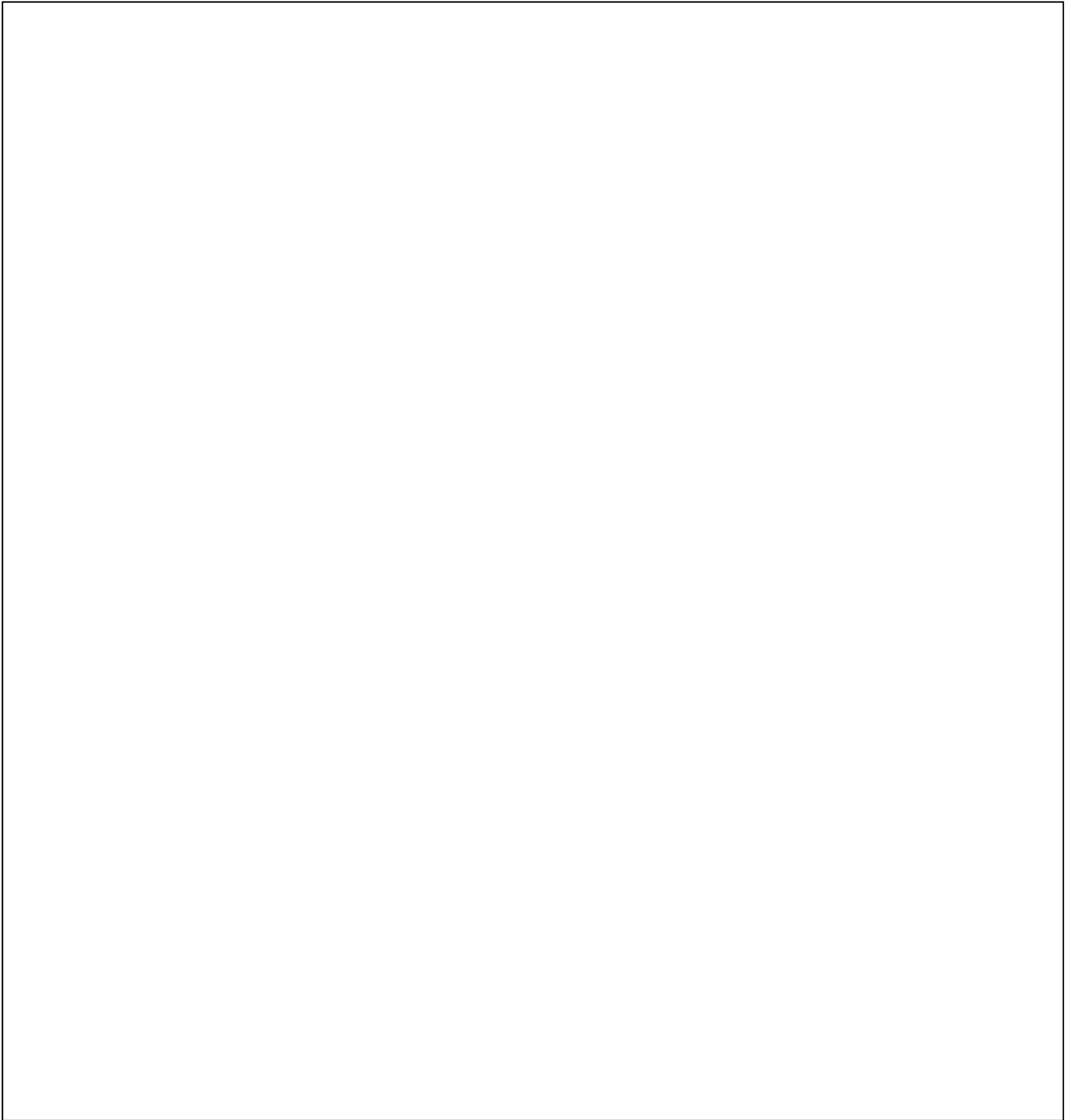
I, we, the undersigned, herewith accept the terms and conditions of the permit and any special conditions thereto, of the Clearwater County Highway Department, and agree to fully comply therewith the satisfaction of the Clearwater County Highway Department.

Date: _____ Applicant and Landowners Signature: _____

Department Use Only:

Permit Number: _____ Approved Location Date _____ Approved for Construction Date _____
Construction Expiration Date _____ Extension Date _____

Applicant Sketch: Show property lines, existing approaches, proposed new approach, driveway location, area where structures will likely be constructed. Where possible show dimensions.



Note: Department Markup of Sketch should be a different color pen.

Comments: _____

Review of Application (Department Use Only)

1. Access spacing standard met: Yes, No for access located _____

Spacing standard: Rural Collector 500' Rural Local 300' City Collector 40 mph 360
 City Collector < 40 mph 250' City Local 150'

2. Intersection sight distance met (for speed other than 55 mph see Table 2):
Yes Left turning 610' or ___ at ___ mph' Yes Right turning 530' or ___ at ___ ' mph
 No for access located _____

3. Stopping Sight Distance Met (for speed other than 55 mph see Table 2):
Yes 495' or _____ at _____ mph No for access located _____

4. Does the access plan indicate or show adequate space on property for vehicles to turn around without backing on to the road Yes or No .

5. For Commercial Site Development: Is site designed to promote internal access between parking areas and building? To avoid backing, loading, unloading, or other maneuvers with blocking or backing onto the road? Is the driveway throat length sufficient to prevent vehicles for interfering with traffic on road?
Yes , No , or N/A not a Commercial Site

6. Does it appear that the proposed access location(s) will be able to meet other design criteria such as width, maximum grade, drainage, environmental concerns, etc Yes , No
Ditch Depth _____, Size of Culvert needed _____, Length of Culvert _____.

If all questions presented above are yes, permit will be approved at proposed location. If any question is no, is there an acceptable location on the property where the access can be installed to meet the criteria?
Yes , No

If Yes identify the alternative locations to the landowner where an acceptable approach may be located.

If No consider modification of access standards per Section 10 of the Access Management Ordinance, work sheet on the next page.

Work Sheet for Modification of Access Standards

Modification of Access Plan Approved Yes , No , or N/A Proposed location meets standards

The Permitting Authority may approve a private access as a Modification of Access Standards when the proposed access meets all of the following:

- 1) The property retained access rights. Yes , No Note this is almost always yes; and
- 2) Reasonably convenient and suitable alternative access is not available or attainable from the local road network or by shared access and/or cross access to adjacent properties due to one or more of the following circumstances: Yes , No Check all circumstances that apply and give justification comments below:
 - a. Use of the alternative access would disrupt a protected wetland under the Wetland Conservation Act, a protected shore land under the Shoreland Management regulations, or a steep slope (greater than 12%); or
 - b. The affected road authority will not authorize the necessary extension of the connecting road system. Check if documentation from road authority is attached. or
 - c. The adjacent property owner will not authorize the necessary shared access or cross-access agreement. Check if documentation from adjacent property owner is attached or check if verified by phone call ; or
 - d. The affected road authority will not authorize use of the local connecting road system due to the projected impacts of anticipated traffic on the structural or geometric capacity of the roadway or the safety and livability of the surrounding area; Check if documentation from road authority is attached.
- 3) The proposed private access connection is necessary for the property to be put to reasonable economic use as permitted by the underlying zoning; Check if there is no other approach located on the property. Check if property owner has given enough justification and documentation to qualify ; and
- 4) The proposed private access conforms to the greatest extent practicable with the access spacing, location and design standards in Sections 8 and 9 of this Ordinance. Yes , No

Comments and justification for rejecting or approving of the modification of access standards:

Part A - Access Plan Approval, Conditions, and Permit

- Access Plan is approved as presented without conditions.
- Access plan is not approved; no conditions or considerations can be made to comply with the ordinance.
- Access plan is conditionally approved if the following special conditions are met: Legal Description:

This portion of the permit is only approves the future potential locations of accesses to the property covered under this permit. The attached second part of the permit, Part B to Construct an Approach only becomes valid when approved by Permitting Authority and the \$300 deposit is made. Any special conditions set to allow a modification of access standard shall be enforceable indefinitely.

This permit is only for the approval of the location of a future approach within Clearwater County highway right-of-way. Other regulatory authority may apply in areas of wetlands, stormwater runoff, or watershed issues. It is your responsibility to comply with these regulations.

If the plan is conditionally approved obtain the Applicant's notarized signature agreeing to the conditions.

I, we, the undersigned, herewith accept the terms and conditions of the permit and any special conditions thereto, and here by grant and convey that these special conditions and the conditions of the Access Management Ordinance will be hereafter conveyed on the parcel of land identified above.

Applicant(s) Approval _____
Date

STATE OF MINNESOTA

County of _____
On this _____ day of _____, _____, before me personally appeared

To me known to be the person(s) described in and who executed the foregoing instrument, and acknowledged that _____ executed the same as _____ free act and deed.

(Notary Seal here) _____
Notary Signature

Permitting Authority, County Engineer _____
Date

Part B - Permit to Construct an Approach on County Roads

Applicant's Name: _____

Construction Approval Date _____

If Landowner is responsible for culvert material, the cost of culvert material must be paid upfront. Permit not valid until the \$300 deposit is made.

AMOUNT PAID _____

PAID ON _____

AMOUNT OF REFUND _____

DATE OF REFUND _____

CULVERT COST _____

REASON IF REFUND IS LESS THAN \$300

Summary of Approach Construction Policy:

1. Any work within the right-of-way of a county road will be permitted through the office of the County Engineer. A \$300 deposit is required to work in the right-of-way. Permit is not valid until the \$300 deposit is made. Upon satisfactory completion of the work to County Specifications the deposit will be returned.
2. The Landowner shall plainly mark the location of the intended project so that County personnel may inspect the site. The exact location of new approach may be restricted in accordance with design and access management guidelines.
3. The Landowner is responsible for obtaining all permits from other agencies including but not limited to wetland, U.S. Army Corps of Engineers, MN Department of Natural Resources, and Wetland permits. If requested the Landowner must provide a copy of all permits to the County prior to start of the project.
4. The County will provide culvert materials (including delivery) at no cost to the Landowner for one approach to each parcel of land. The landowner shall construct the approach at their cost.
5. County road ditches are designed to maintain water off the road surface and not necessarily to drain adjacent lands. It is the policy of the County to not clean road ditches unless it is necessary to provide adequate drainage for the roadway. Landowners may obtain a permit to clean road ditches at their cost. The ditch may be cleaned to the originally constructed depth and side slopes. Modifications to the originally constructed ditch will require a plan and approval from the County Engineer and other agencies.

CONSTRUCTION SPECIAL PROVISIONS AND PERMIT APPROVAL:

Special Provisions:

1. No work shall start until a \$300 deposit is made and such time as the proposed work area has been inspected, surveyed, a grade line established, culverts sized, easements obtained, utilities notified, other permits obtained, and a plan developed, as necessary.
2. All work must be done as shown on an attached plan, or as stated herein.
3. All material excavated must be disposed outside of the County right of way.
4. All work must be done in a workman-like manner.

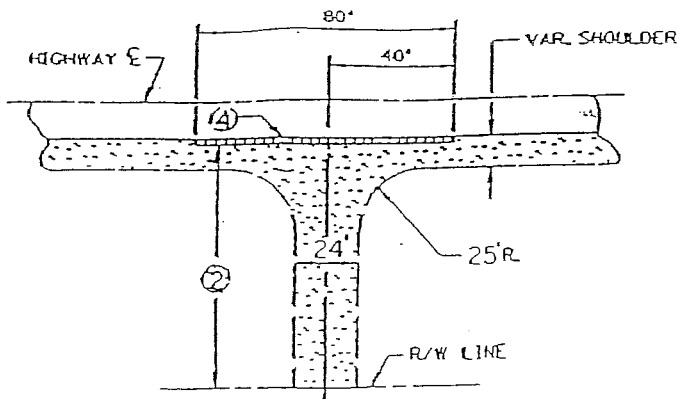
Special Provisions continued:

5. The landowner is responsible for conducting the work and providing all materials, without any expense to the County, except as noted. All portions of the roadway impacted by the applicant shall be returned to the original state of the road unless otherwise modified in these special provisions.
6. Other affected landowners and other regulatory agencies, if any, shall be informed and their approval obtained by the applicant, and by signing an application for this permit, the applicant is certifying that he/she has complied with this requirement.
7. The Clearwater County Highway Department shall be notified of the final completion of the work for approval.
8. The construction of any roadway appurtenance (i.e., approach) shall be in compliance with the attached modified Mn/DOT standard Plate No. 9000C for roadway access and Clearwater County Access Management guidelines.
9. A culvert _____ inch in diameter with aprons and _____ feet long shall be installed to convey drainage through the ditch.
10. In accordance with County policy, the County ____ will ____ will not provide a culvert with aprons (including delivery and assembly) at the County's expense.
11. A traffic plan and traffic control is _____ is not _____ required.
12. _____

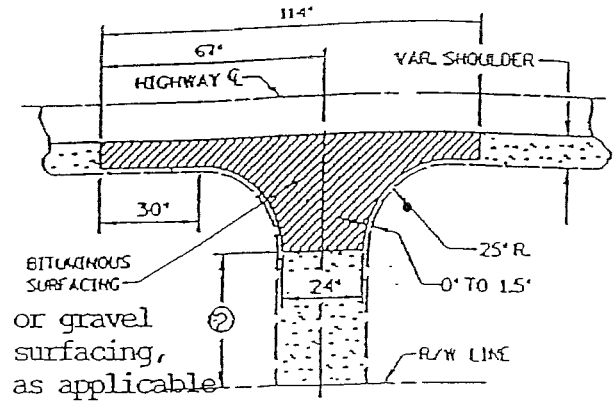
13. _____

In consideration of their agreement to comply in all respects with the regulations of Clearwater County attached hereto, permission is hereby granted for the work to be done as described in this application, said work to be accomplished in accordance with the special provisions required herein.

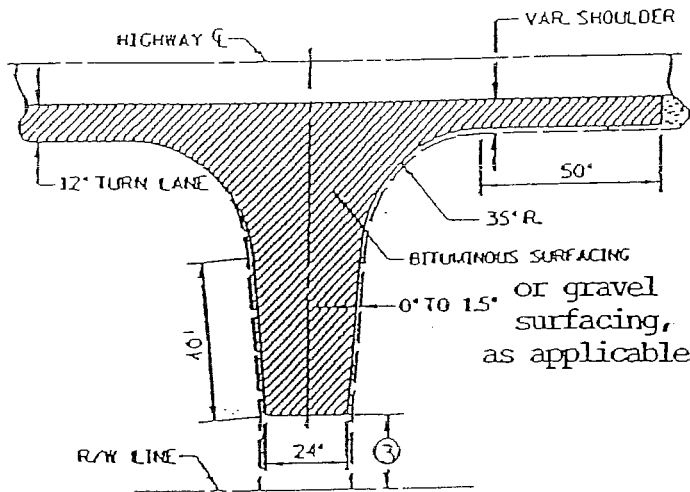
Authorized by: _____, County Engineer Dated: _____



FIELD ENTRANCES

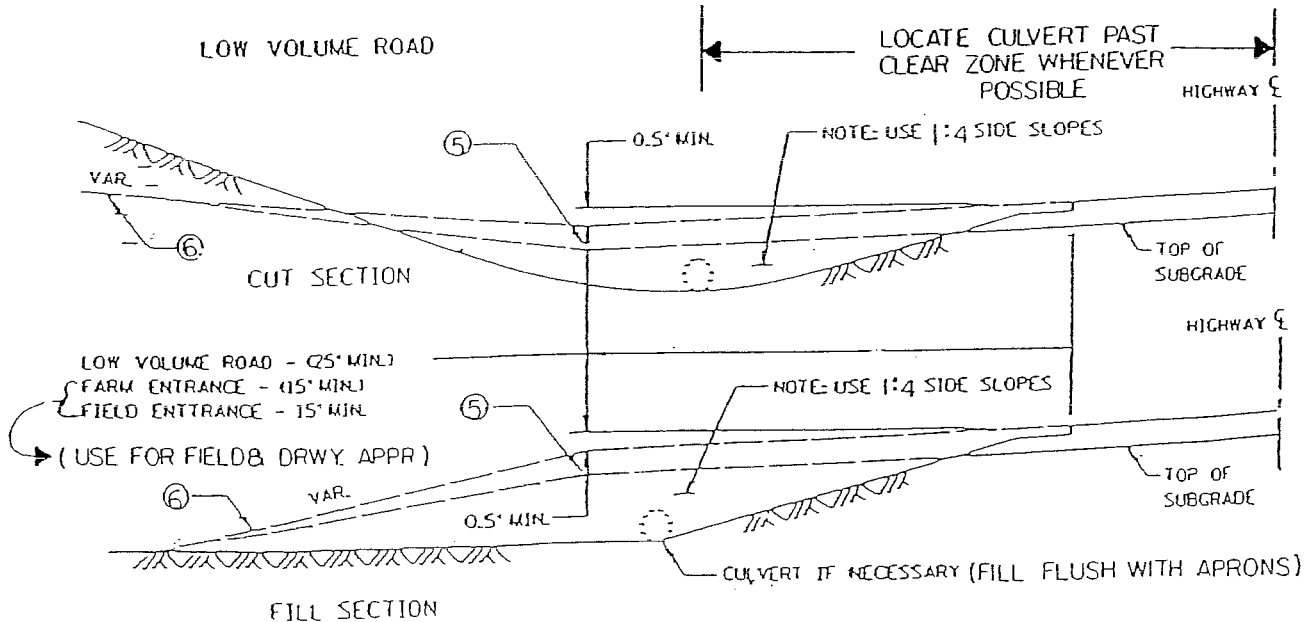


FARM AND OTHER ENTRANCES



LOW VOLUME ROAD

- ① CULVERTS LARGER THAN 24" DIAMETER LOCATED IN THE CLEAR ZONE SHALL HAVE 1:4 SAFETY APRONS
- ② PLACE GRAVEL BEYOND BITUMINOUS SURFACING TO R/W LINE
- ③ SURFACING TO EXISTING CONDITIONS WHERE THERE IS NO SURFACING IN PLACE PLACE GRAVEL TO R/W LINE
- ④ PLACE 2 FT. WIDE BITUMINOUS SURFACING ONLY ON ENTRANCE NORMALLY USED.
- ⑤ ELEVATION OF ENTRANCE SUBGRADE SHALL BE BELOW ELEVATION OF ROADWAY SHOULDER SUBGRADE.
- ⑥ 8% MAXIMUM COMMERCIAL; 15% MAXIMUM RESIDENTIAL



CROSS SECTIONS

MODIFIED BY CLEARWATER COUNTY 7/99

APPROVED APRIL 11, 1995

Harold A. Ruland

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION

APPROACHES AND ENTRANCES
MINIMUM STANDARDS

SPECIFICATION
REFERENCE

STANDARD
PLATE
NO.

9000C



**24' Typical Top
Width**

**1:4 Side
Slopes**

**Approach
Radius**

**Topsoil and Seed
all Side Slopes**

Example - Finished Driveway