



Jackson County Roads Driveway/Road Approach Permit Regulations

I. GENERAL PROVISIONS

1. Permit signature forms must be signed by the property owner unless the contractor has written authorization signed by the property owner to obtain permits for them.
2. ***Notify the Jackson County Road Department 48 hours before beginning work by writing, by phone, or in person. Absolutely no work is to begin without having the permit in hand and notifying the department 48 hours in advance. ALL WORK IS TO BE COMPLETED BEFORE EXPIRATION DATE.***
3. Applicant declares he is the owner or lessee of the real property abutting the above described county road and has the lawful authority to apply for this permit.
4. Jackson County assumes no liability for any damage which may be caused to the approach due to routine road maintenance or road improvement. It shall be the responsibility of the holder of this permit to construct the approach to such lines and grades so as not to interfere with normal road maintenance operations.
5. A driveway/road approach permit may be denied when, in the opinion of the Roads Department Director, lack of adequate sight distance would create a traffic safety hazard. The applicant may be required to remove brush, widen cut banks, relocate the proposed approach, or otherwise satisfy sight distance requirements and to ensure that those distances are maintained. The minimum recommended sight distances for the estimated speed of the traffic are given below. The sight distance should be measured from the height of the driver's eye or approximately 42":

<u>SPEED (MPH)</u>	<u>MINIMUM SIGHT DISTANCE (FEET)</u>
25	155'
30	200'
35	250'
40	305'
45	360'
50	425'
55	495'

6. Failure to construct the approach or approaches in conformance with the provisions written herein or plans attached hereto may result in cancellation of the permit and removal of the partially constructed approach or approaches at the applicant's sole expense.
7. Jackson County provides for 3 types of Road Approaches
 - a. Residential – serves a single residence. May include accessory uses that do not change the character of use in vehicle type or volume.
 - b. Field Access - serves extremely low use agriculture needs such as hay, alfalfa, or pasture i.e. less than four trips (2 in/2 out) per day and often only used seasonally – requires written documentation from the property owner demonstrating expected daily and seasonal use. Trackout of field debris i.e. soils is strictly prohibited.
 - c. Commercial – serves all other access need that are not Field Access or Residential Access.

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II. CONSTRUCTION REGULATIONS

1. ***Oregon law requires you to follow rules adopted by the Oregon Utility Notification Center. Those rules are set forth in OAR 952-001-0010 through OAR 952-001-0080.***
2. Culverts shall be placed in straight lines, both vertical and horizontal, and have a minimum fall of 1" in 20 feet. Bell or groove ends of concrete pipe shall be placed facing toward the inlet (upstream) end of the culvert. Any questions or problems regarding this paragraph shall be resolved ***prior to proceeding with any further work.***
3. Flow line of culvert shall match the flow line of the ditch and allow for a minimum of 6" of cover over metal culvert or 12" cover over N-12 (HDPE) culvert. Cover materials shall maintain a 2% slope away from the roadway to the back of the ditch. Cover materials shall be ¾"-0 crushed rock. Any questions or problems regarding this paragraph shall be resolved ***prior to proceeding with any further work.***
4. The driveway/road approach shall intersect the county road as near to a right angle as possible.
5. All Driveway/Road Approaches on Collector/Arterial County roads and all Commercial Road Approaches regardless of road classification shall be paved 15 feet or to the right of way, whichever is greater, excepting those approaches that abut unpaved County roads.
6. ***Call for inspection a minimum of 48 hours prior to covering the culvert.*** The Inspector will indicate on the culvert if it is okay to cover, and if not, the corrections that need to be made.
7. If corrections are indicated, make corrections and call again for inspection ***prior to covering the culvert.***
8. After inspection, and if approved, cover pipe according to directions in #3 above.
9. For road approaches in curb and gutter sections of road, the curb cut construction must conform to the Department's standard drawing and current ADA requirements. Behind the curb a standard concrete apron must be constructed or the portion of the driveway on the right-of-way must be paved with asphaltic concrete. The County must inspect the forms prior to the concrete pour. Call a minimum of 24 hours prior to concrete pour for inspection.
9. Proper barricades and warning signs must be maintained at all times during construction by the holder of this permit so as to insure the safety of the motoring public.
10. The county road is to be restored to its original or better than condition. All excess rock or dirt is to be removed from traveled portion of the road by brooming or washing as directed. Final cleanup is to be completed within one week after the approach is constructed.
11. Call for a final inspection.

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III. MATERIALS

The first page of your permit shows what type of vehicles will be accessing the driveway. Top width will be as follows:

Residential - Driveway top width minimum is 16'

Field Access – Driveway top width is minimum 16' or wider as determined by the Roads Department Director.

Commercial (less than 26,000 lbs. trucks) - Driveway top width minimum is 24'

Commercial (more than 26,000 lbs. trucks) - Driveway top width minimum is 30'

NOTE:

Culvert length shall be at least ten feet longer than the required driveway width.

All Driveway/Road Approaches on Collector/Arterial County roads and all Commercial Road Approaches regardless of road classification shall be paved 15 feet or to the right of way, whichever is greater excepting those approaches that abut unpaved County roads.

If the driveway will be commercial, it will require review and approval by Roads Department Director prior to issuance of permit.

Headwalls may be permitted subject, to approval by the Roads Department Director.

Culverts shall be new 16-gauge corrugated metal (steel-not aluminum) pipe for diameters through 24". Consult the Roads Department Director for diameters larger than 24".

Plastic pipe (where acceptable by the Inspector) shall be N-12 for diameters through 24".

Concrete pipes shall be removed and replaced.

Culvert pipes of dis-similar material may not be joined. Either remove and replace with all one pipe type, construct Jackson County JCRD306: Intermediate Inlet between dis-similar pipes, or leave a space between the pipes whose length will be determined by the Roads Department Director.

Backfill material must be 3/4"-0 crushed rock.

Compliance with the appropriate standard drawing(s) attached hereto is required.