

PICKAWAY COUNTY ENGINEER, HIGHWAY DEPARTMENT
1660 ISLAND ROAD
CIRCLEVILLE, OH 43113
Phone 740-474-3491; Fax 740-477-1784

PERMIT #

_____-_____-

DRIVEWAY PERMIT

PROPERTY OWNER (APPLICANT/CONTACT): _____
CURRENT ADDRESS: _____
CITY, STATE, ZIP: _____
PHONE #: _____ EMAIL: _____
Township: _____ Subdivision: _____
Road Name: _____
Located on the ☐ North ☐ East ☐ South ☐ West side of road Lot Number: _____
Located between these addresses: _____ and _____
Length of Property Frontage: _____ feet
Additional Information: _____
Own the parcel which the proposed driveway is located on: ☐ Yes ☐ No, Explain: _____
Proposed Driveway (Single Residential Driveway, Farm Field Driveway, Commercial Driveway, Common Driveway, etc): _____

By signing this application, the property owner agrees to construct or cause to be constructed the driveway or roadside pipe described above in accordance with the policies, procedures, requirements, specifications, and conditions of the Pickaway County Engineer at the approved driveway location. If compliance is not met in the opinion of the Pickaway County Engineer, it is understood that the County Engineer reserves the right to stop work being performed and restore the right-of-way to an acceptable condition at the expense of the applicant or other legal means as per ORC 5552.99. Once constructed the property owner is responsible for keeping the driveway or roadside pipe in proper repair and working order. Property owner is responsible for driveway repair, maintenance, and pipe replacement as required.

Property Owner Signature: _____ Date: _____
CALL OUPS BEFORE YOU DIG 1-800-362-2764

Make check payable to "Pickaway County Engineer"

FOR OFFICE USE ONLY

Type of Road: ☐ Local Road ☐ Minor Collector ☐ Major Collector

Driveway Fee*: ☐ CLASS 5¹ = \$0
☐ CLASS 4¹ = \$50
☐ CLASS 3¹ = \$100
☐ CLASS 2¹ = \$200
☐ CLASS 1¹ = \$300
☐ Underdrain Pipe = \$0.30/Foot

Fee Paid: \$ _____ Receipt #: _____ Initials: _____ Date: _____

Preliminary Access Approval by: _____ Date: _____

Meets Access Management: ☐ Yes ☐ No Initials: _____ Date: _____

Permitted Driveway – Log Point, Width, Pipe Size and Location, Roadside Improvement Requirements: _____

Post Construction Inspection Approval by: _____ Date: _____

New Address: _____

PERMIT EXPIRES 90 DAYS FROM DRIVEWAY PERMIT APPROVAL DATE

¹ See second page for Class description

* Reinspections caused by owner may result in additional Fees

* Culvert replacements, extensions complying with Pickaway County Driveway Standards, or other modifications as determined by the County Engineer, not involving land use change, will not be charged

CLASS 5 driveway

- field drive – provides access to agriculture lands and principally used by farm equipment
- utility drive – provides access to public utility facilities

CLASS 4 driveway

- farm drive – provides access to farm buildings, including single home
- single family residence drive
- single family common access drive serving two or more residences
- multi-family residence drive serving five or fewer residential units
- utility construction drive – provides access to construction of utility facilities
- walking, jogging, biking or equestrian trails

CLASS 3 driveway

- less than 100 trip ends in the peak hour

CLASS 2 driveway

- 100 or more but less than 200 trip ends in the peak hour

CLASS 1 driveway

- 200 or more trip ends in the peak hour