LIVINGSTON COUNTY HIGHWAY DEPARTMENT

Don Higgins
Superintendent

Jason Wolfanger
Deputy Superintendent

Dennis Barefoot
Deputy Superintendent

Shannon Rice
Deputy Superintendent

4389 Gypsy Lane
Mt. Morris, New York 14510
Phone (585) 243-6700
Fax (585) 243-6715

~ DRIVEWAY REGULATIONS & CONDITIONS ~
(Connections to County Roads)

1. **Authority**

The County Superintendent of Highways is empowered by the Highway Law of New York State, Article 6, Section 136, to prescribe regulations and conditions under which a driveway shall be located and constructed to a County Road.

2. **Permit Required**

Any party desiring to construct a new (or extend an existing) driveway connecting to any County Road must first obtain a driveway permit from the County Superintendent of Highways. An application blank is provided on the back side of this sheet. There is no permit fee. **The applicant is required to mark the desired driveway location by stakes driven in the ditch line**. The County Highway Superintendent or his representative will investigate the marked location, determine the acceptability of the driveway location (including sufficient sight distance), and determine the size of the driveway pipe necessary to accommodate proper drainage. Driveway construction **shall not** commence until an approved permit is received by applicant. The Superintendent shall be notified 24 hours in advance of construction to allow for inspection of the work. Any driveway construction in violation of the conditions of the permit is subject to removal by the County at the expense of the applicant.

3. **Specifications**

a. The driveway pipe shall be a material acceptable to the Superintendent. If the pipe is to be composed of more than one piece, they shall be substantially joined together by welding or other acceptable means. In most cases, the minimum diameter will be 12 inches, and the minimum length will be 30 feet.

b. The driveway pipe shall be set so that the inlet end is not so high as to block water flow in the ditch. The outlet end shall not be lower than the ditch beyond the driveway. The County will determine the need for ditch work prior to installation.

c. The driveway shall not be constructed within the shoulder (between pavement and ditch) higher or lower than the shoulder. If the driveway must rise above the road, there shall be a low point in the driveway at the ditch line.

d. Applicant/Owner is responsible for maintaining proper drainage along the driveway to prevent water from running onto the County's shoulder or roadway.

e. Applicant/Owner is responsible for keeping both ends of the pipe free of obstructions and blockages.

4. **Construction by County Forces**

The applicant must purchase the driveway pipe. It **cannot** be purchased from the County. Under present policy, the County will set the pipe at no charge. This policy is subject to change. Any necessary cleaning or modification of the road ditch will be done at this time. If the applicant elects to have the County do this work, it will be scheduled as soon as the workload allows. **The County may not be able to meet all construction schedules of applicants.**

LIVINGSTON COUNTY HIGHWAY DEPARTMENT
~APPLICATION FOR DRIVEWAY PERMIT~

Date:____ Permit No:__________________

Applicant's Name:__________________________________ Phone No:__________________

Mailing Address:____

DRIVEWAY LOCATION INFORMATION:

Township:______________________ County Road Number/Name:______________________

Side of Highway (Circle): **N S E W**

Driveway located (Circle): **N S E W** of nearest side road.

Name of nearest side road:____

What is the number on the nearest utility pole?____

Permitee MUST place stakes to mark the exact location ____________________________________

Do you want the County to install the pipe?____

IF YES - date driveway needed:____

Note: The County may not be able to meet all construction schedules of applicants.

IF NO - name of Contractor:____

____

SIGNATURE OF APPLICANT

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<OFFICE USE ONLY>

☐ Application for Driveway Permit is **APPROVED.**

☐ Application is **DISAPPROVED** (see explanation below).

☐ A pipe is not required.

☐ A(n) __________ inch diameter X __________ foot (minimum) long pipe is required.

☐ Pipe must be: ☐ **NYSDOT - approved corrugated smooth-interior polyethylene ("HIGH-Q").**

☐ Sight-distance in both directions is sufficient.

☐ **Applicant is advised that there is insufficient/marginal safe sight-distance from the driveway looking _______________. Issuance of this permit does not hold Livingston County responsible or liable for accidents or incidents which may occur as a result of the insufficient/marginal sight distance.**

☐ Explanations/Special Conditions:____

____

~ Office Use Only ~

Station: _____________

GPS by: ____________

Date: ______________

____

COUNTY DEPUTY SUPERINTENDENT OF HIGHWAYS

____

ISSUE DATE