



# REDWOOD COUNTY HIGHWAY DEPARTMENT RURAL DRIVEWAY PERMIT

1820 E. Bridge St.  
Redwood Falls, MN 56283  
co.redwood.mn.us

Phone (507) 637-4056  
Fax (507) 637-4068  
Email rchd@co.redwood.mn.us

## APPLICANT INFORMATION

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/ZIP: \_\_\_\_\_

Email: \_\_\_\_\_ Fax Number: \_\_\_\_\_

## PROPERTY OWNER INFORMATION (if different than applicant)

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/ZIP: \_\_\_\_\_

Email: \_\_\_\_\_ Fax Number: \_\_\_\_\_

## DRIVEWAY INFORMATION

Located on county road number \_\_\_\_\_ about \_\_\_\_\_ miles north / south / east / west of \_\_\_\_\_  
\_\_\_\_\_ (closest road or landmark) along the north / south / east / west side of the road.

Purpose: \_\_\_ Residence \_\_\_ Field \_\_\_ Business Township: \_\_\_\_\_ Section: \_\_\_\_\_

Construction Type: \_\_\_ New Entrance \_\_\_ Widening \_\_\_ Moving  
*(\$1,500 refundable deposit is required with applications for new entrances via certified check)*

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

I hereby certify that I have reviewed the above policy and shall comply with it.

## COUNTY CULVERT REQUIREMENTS

Length: \_\_\_\_\_ Diameter: \_\_\_\_\_ Flared Aprons: \_\_\_\_\_ Riprap: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Permission is hereby granted to construct this approach as specified upon receiving an approved permit and deposit of refundable application fee.**

Signature Authorizing Permit: \_\_\_\_\_ Date: \_\_\_\_\_

Redwood County Engineer/Assistant Engineer

For specified land use only, permit needed for other land uses. • It is against the law to work on right-of-way without a permit.

One copy to landowner, one copy to road file. • Permit is contingent on approval by the Redwood County Engineer.

**THIS IS NOT A BUILDING PERMIT.**

## REDWOOD COUNTY DRIVEWAY STANDARDS

Driveways from a County Highway to the highway right-of-way line are located on County right-of-way. The following standards are designed to ensure:

- 1) Public safety
  - a. Adequate sight distance of approaching traffic.
  - b. Safe side slopes for run off the road cars.
  - c. Spacing (research shows crashes increase with the number of driveways).
- 2) 18" steel culvert for flow of ditch water
- 3) Flared aprons for water flow, run off road cars, erosion control
- 4) Rock riprap where needed for erosion control

### NEW DRIVEWAY

1. Every rural area landowner engaged in the practice of farming shall be allowed one residential and one business driveway to their land frontage along the roadway.
2. If the landowner's total contiguous frontage exceeds 1/4 mile, one additional entrance shall be allowed per 1/4 mile segment, or two per half mile.
3. Additional entrances may be allowed if in the judgment of the County Engineer sufficient natural division exists so as to create inaccessibility across these natural divisions in the farming operation, thereby requiring the use of the roadway to pass to the other side.
4. Rural residences and other small parcels shall be allowed one driveway each.
5. Business and industrial sites in rural areas shall be allowed at least one driveway, with an extra driveway being allowed if in the judgment of the County Engineer the conduct of their operations requires it.
6. A written application for a driveway permit shall be processed through the County Engineer's office for each new, widened or moved driveway.
7. The applicant shall be responsible for the labor, equipment and materials needed to construct the driveway. All costs related to the driveway construction will be the applicant's expense. A \$1,500 deposit will be required before approval of an application for a new driveway payable via certified check. The deposit will be returned to the applicant upon final inspection and approval by the Highway Department.
8. Construction of driveway shall be according to the Engineer's specifications. These specifications shall include, but not be limited to the following guidelines.

Driveway locations shall have adequate sight distance.

Culvert size shall be 18" diameter steel pipe or larger with flared steel aprons on both ends.

Single driveway width shall have a maximum of 40' top for farm/field entrances (60' of pipe).

Shared driveway width shall have a maximum of 60' top (80' of pipe).

Driveways shall be surfaced with a minimum of 2" of gravel.

Driveways shall be constructed with a 6 horizontal to a 1 vertical side slope, backfilled with a minimum of 4" of black dirt and seeded with grass seed or other DNR approved ditch seed.

Driveway culverts will require 6:1 sloped flared steel aprons.

All disturbed areas will be leveled and seeded with an appropriate grass seed or other DNR approved ditch seed.

Where identified in the permit, rock rip rap shall be placed for erosion control, if appropriate.

### EXISTING DRIVEWAY

1. Authorization for modifications or improvements to existing driveways requires a permit.
2. All costs incurred, including labor, equipment, and materials, shall be the sole responsibility of the applicant.

### FOR BOTH NEW AND EXISTING DRIVEWAYS

All work shall conform to County Highway standards and acceptance of final work will be subject to approval by the County Engineer. Unacceptable work shall be corrected to the satisfaction of the County Engineer. Failure to comply shall result in County Forces performing corrective work with all costs incurred billed to applicant.