

**Brown County Highway Department**  
1901 North Jefferson  
New Ulm, Minnesota 56073  
(507) 233-5700 fax (507) 354-6857

Control Section _____
C.S.A.H. _____
Permit No. _____

## Application for Access Driveway Permit

PRINT OR TYPE APPLICATION. SIGN IN SPACE PROVIDED. RETURN TO BROWN COUNTY HIGHWAY DEPARTMENT.

APPLICANT: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
CITY/ZIP \_\_\_\_\_ PHONE: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
CITY/ZIP \_\_\_\_\_ PHONE: \_\_\_\_\_

LOCATION OF PROPOSED DRIVEWAY: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PURPOSE OF DRIVEWAY: \_\_\_\_\_ FARM ENTRANCE; \_\_\_\_\_ FIELD ENTRANCE; \_\_\_\_\_ COMMERCIAL, Type: \_\_\_\_\_

IS A BUILDING TO BE CONSTRUCTED ?  Yes  No WILL THE BUILDING BE  Permanent  Temporary

DISTANCE FROM FRONT OF BUILDING TO CENTERLINE OF HIGHWAY? \_\_\_\_\_ feet

IN FEET AND INCHES SHOW DEPTH OF DITCH FROM TOP OF ROAD TO BOTTOM OF DITCH \_\_\_\_\_

NUMBER OF PRESENT DRIVEWAYS: \_\_\_\_\_ DISTANCE FROM REQUESTED DRIVE: \_\_\_\_\_ DATE DRIVE IS NEEDED: \_\_\_\_\_

I, We, the undersigned, herewith make application for permission to construct the access driveway at the above location, said driveway to be constructed to conform with the regulations of Brown County, the Minnesota Department of Transportation and to any special provisions included in this permit. It is agreed that all work will be done to the satisfaction of the Brown County Highway Engineer. It is further agreed that no work in connection with this application will be started until the application is approved and the permit issued. It is expressly understood that this permit is conditioned upon replacement or restoration of the county highway to its original or to a satisfactory condition. It is further understood that this permit is issued subject to applicants compliance with the rules and regulations of the Minnesota Environmental Quality Council and any other affected governmental agencies.

**PERMIT FEE; \$ 100.00**

PAYABLE BY CHECK TO: BROWN COUNTY

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

Do Not Write Below This Line

## Access Driveway or Entrance Permit

ALL WORK TO BE COMPLETED BY \_\_\_\_\_  
DATE

COUNTY TO DELIVER \_\_\_\_\_ X \_\_\_\_\_  
CULVERT & 2 APRONS

COST OF CULVERT \$ \_\_\_\_\_ PAYABLE BY CHECK TO: BROWN COUNTY

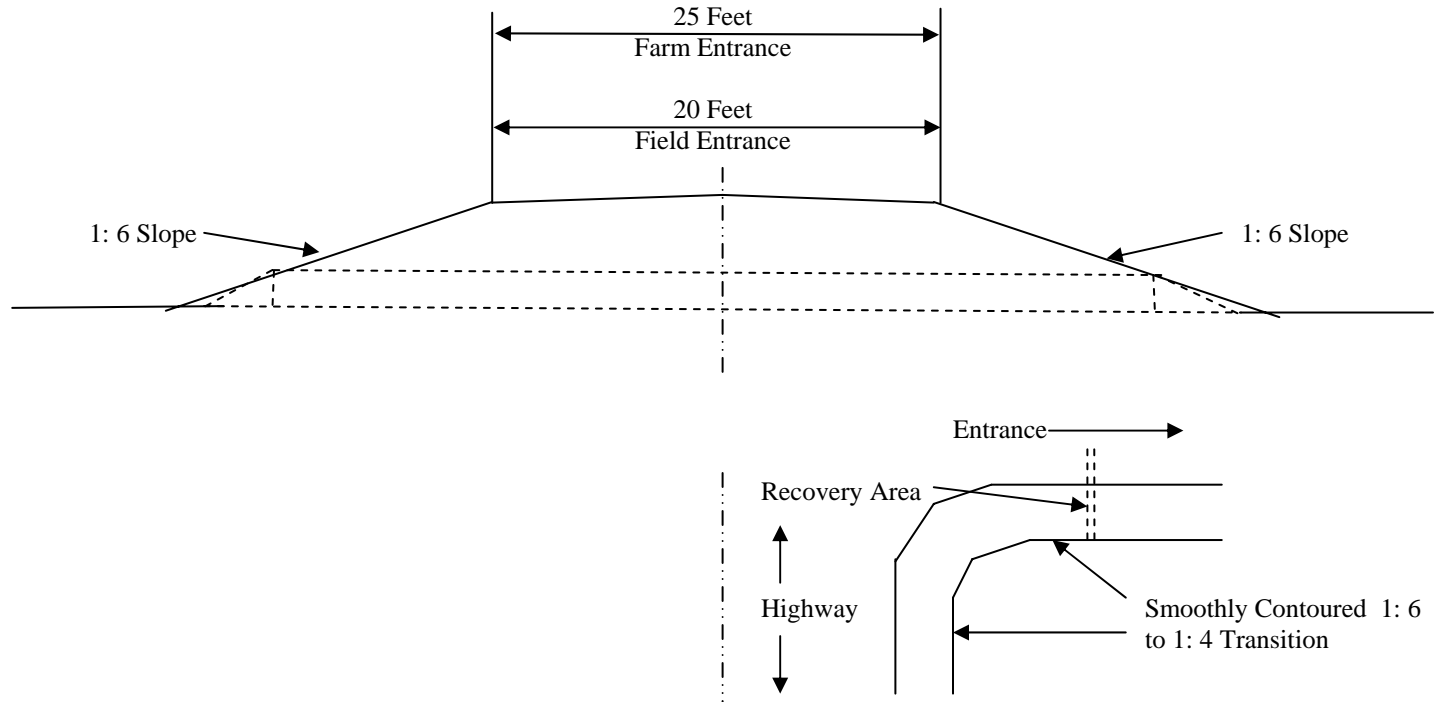
APPROVED BY : \_\_\_\_\_ DATE: \_\_\_\_\_

<b>NOT VALID UNLESS SIGNED AND NUMBERED</b>
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# GENERAL INFORMATION

Commercial and Industrial driveways should generally be wide enough for two-way operation. The use of the below typical sections is required. Careful attention should be given to selection of drive location. Items to consider are terrain, location of other drives in the area and vehicular and pedestrian traffic. It is preferred that drives are placed across from each other.

## TYPICAL SECTION



## REQUIREMENTS

- 1.) No work under this application is to be started until application is approved and the permit issued.
- 2.) For approved access to County Roads, a **culvert and aprons shall be purchased at cost from the Brown County Highway Department**. After permit approval, three working days notice is required for delivery of the culvert and aprons.
- 3.) Where work on traveled roadway is necessary, traffic must be protected, and flags, flares and proper barricades must be placed in accordance with the standards of the Brown County Highway Department and the Minnesota Department of Transportation.
- 4.) No foreign material such as dirt, gravel, or bituminous material shall be left or deposited on the road during the construction of driveway or installation of drainage facilities.
- 5.) Roadside must be cleaned up immediately after work is completed.
- 6.) After driveway is completed the permittee shall notify the Brown County Engineer that the work has been completed and is ready for final inspection and approval by the Brown County Highway Department.
- 7.) No changes or alterations may be made at any time without written permission from the Brown County Highway Department.
- 8.) Driveway fill slopes shall be constructed 1: 6 (1' vertical to 6' horizontal) and shall be hand finished and seeded.
- 9.) If work has not been completed by the date shown on the front of this permit, this permit becomes null and void and the permittee will have to reapply if so desired.
- 10.) **The cost of this Permit is \$ 100.00.**