

## REGULATIONS AND INFORMATION FOR OBTAINING ACCESS DRIVEWAY PERMIT

**A. PERMIT FORMS:** Application for an access permit to construct any private driveway or to reconstruct or alter any existing driveway shall be made to the Teton County Road Manager. Application for access permit will be accepted only from an individual or partnership or corporation or other body recognized by law as owning all or the major interest in the property abutting the highway right-of-way or proposed highway.

### **B. INFORMATION REQUIRED:**

1. The location of the property must be identified clearly enough for the proposed site to be located in the field.
2. Complete names and addresses of the property owner or owners must be given on the application.
3. The planned property use must be indicated as one of the following:
  - a. PRIVATE RESIDENTIAL DRIVEWAY. A private residential driveway is defined as a driveway adjacent to a county highway to provide entrance to and/or exit from a residential dwelling for the exclusive use and benefit of those residing therein.
  - b. COMMERCIAL DRIVEWAY. A commercial driveway is defined as an entrance to and/or exit from any commercial, business or public establishment adjacent to a county highway.
  - c. CULTURAL AND INSTITUTIONAL DRIVEWAYS. A cultural or institutional driveway is defined as an entrance to and/or exit from churches, schools, hospitals, etc. Design requirements are the same as for commercial driveways.
  - d. MINOR DRIVEWAY. A minor driveway is defined as an entrance to and/or exit from a field, ranch or farm property, and not frequently used.
4. A SKETCH SHOWING SUFFICIENT DIMENSIONS shall be submitted with the application which clearly indicates the character and extent of the work proposed including:
  - a. The location of all existing or purposed building, stand, pumps, retaining walls, and other physical features which affect the driveway location.
  - b. The sketch must show property lines and dimensions and existing access driveways.
  - c. The sketch must show all drainage which affect the driveway location.
  - d. Off-street parking locations which may affect the driveway location.
  - e. The sketch must show the proposed access driveway.

**C. MATERIALS:** The grantee shall furnish all materials necessary for the construction of the entrances and appurtenances authorized by the permit. All materials shall be of satisfactory quality and shall be subject to the inspection and approval by the Teton County Road Department.

**D. DRIVEWAY CONSTRUCTION:** All new access driveways following approval of permit shall be constructed in conformance with the approved sketch.

**E. INSPECTION MAINTENCE:** Teton County Road Department reserves the right to inspect these installations at the time of const. and at all times thereafter, and to require such changes, maintenance and repairs as may at any time be considered necessary to provide protection of life and property on or adjacent to the roadway.

**F. CHANGES IN EXISTING FACILITIES:** No access driveway or other improvement constructed on the roadway right-of-way shall be relocated or its dimensions altered without a duly approved permit from the Teton County Road Department.

**G. INDEMNIFICATION:** The grantee shall hold harmless Teton County, it's duly appointed agents, and employees against any action for personal injury or property damage sustained by reason of the exercise of his permit.

**H. LIMITATION:** These regulations shall apply on all roadways, other than full controlled access highways, under the jurisdiction of the Teton County Road Department.

**I. SIGNS:** The grantee shall not be permitted to erect any sign, either fixed or movable, on or extending over any portion of the roadway right-of-way, or conduct any business of any nature on the roadway right-of-way except for traffic control or public address signs as may be required by county.



# ACCESS DRIVEWAY PERMIT APPLICATION

*For Office Use Only*

|                |          |
|----------------|----------|
| DATE RECEIVED: | PERMIT # |
|----------------|----------|

PLEASE TYPE OR PRINT (IN INK ONLY)

**OWNER(S):** \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
CITY STATE/ZIP

E-MAIL ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

**APPLICANT:** *(Contact Person)* \_\_\_\_\_

*If applicant is other than owner, a notarized Teton County **Letter of Authorization** must accompany this application. Only the owner or his/her authorized agent may sign either the application, correction list or permit.*

MAILING ADDRESS: \_\_\_\_\_  
CITY STATE/ZIP

E-MAIL ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

**DESIGN ENGINEER:** \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
CITY STATE/ZIP

E-MAIL ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

**CONTRACTOR:** \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
CITY STATE/ZIP

E-MAIL ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

**SITE LOCATION: List all properties effected. (If not enough room please attach list.)**

PHYSICAL ADDRESS: \_\_\_\_\_

SUBDIVISION: \_\_\_\_\_

SECTION: \_\_\_\_\_ TOWNSHIP \_\_\_\_\_ RANGE \_\_\_\_\_

PIDN(S) \_\_\_\_\_

COUNTY ROAD NO. \_\_\_\_\_ COUNTY \_\_\_\_\_ APPROXIMATELY \_\_\_\_\_ MILES \_\_\_\_\_ N.S.E.W.

FROM \_\_\_\_\_, FOR INGRESS OR EGRESS TO A \_\_\_\_\_ RESIDENCE OR BUSINESS & TYPE  
CITY OR WELL DEFINED POINT

ACCESS DRIVE WIDTH \_\_\_\_\_ FEET, ON \_\_\_\_\_ OF COUNTY ROAD, IN \_\_\_\_\_ RURAL OR URBAN

PROPOSED DRIVEWAY SURFACE \_\_\_\_\_, DRAINAGE STRUCTURE  
AND/OR VALLEY GUTTER TO BE LOCATED \_\_\_\_\_ FEET FROM THE

SHOULDER LINE. RIGHT-OF-WAY FROM CENTERLINE OF COUNTY ROAD \_\_\_\_\_ FEET.  
SIZE LENGTH TYPE

**APPLICANT'S SIGNATURE, CERTIFICATE AND AUTHORIZATION:**

Under penalty of perjury, I hereby certify that I have read this application and state that the information herein is correct and I swear that any information which may be hereafter given by me shall be truthful and correct. I agree to comply with all County regulations and State laws relating to the subject matter of this application and hereby authorize representatives of this County to enter upon the above mentioned property for inspection purposes. I, the Undersigned applicant, request permission to construct an access driveway on a County right-of-way at the location listed on this application and agree to the following:

1. Construct and maintain driveway in a safe manner so as not to interfere with or endanger public travel and to perform all work in a neat and workmanlike manner, using materials acceptable to the Teton County Road Department and that the right-of-way will be cleaned and left in a condition equal to or better than the original condition. The applicant will fully protect the traffic on the County road during construction covered hereunder by proper barricades, flagmen and/or lights, and to hold harmless the Teton County Road Department, its officers and employees from all damages, expenses, claims or liability arising out of any alleged damages of any nature to any person or property, due to the construction, performances or non-performance of work, or existence of said driveway.
2. No driveway shall be constructed such that there will be parking or servicing of vehicles on the County road right- of-way.
3. The profile grade of driveway shall be constructed as indicated on the attached sketch or plan and shall in no case be graded or maintained such that water will drain onto the highway travel surface.
4. This permit becomes VOID if construction is not completed within 365 days after the approval date below.
5. Grade slopes no greater than 4 to 1.
6. Additional Requirements:

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

DATE \_\_\_\_\_ AccessDrivewayPermit