



# DRIVEWAY PERMIT

State Form 1945 (R6 / 3-00)

Approved by State Board of Accounts, 2000

## STATE OF INDIANA INDIANA DEPARTMENT OF TRANSPORTATION

<b>Type of Permit:</b>			
Private Driveway Class _____	Minor Commercial Driveway Class _____	Sub-minor Commercial Driveway Class _____	Major Commercial Driveway Class _____
District	Subdistrict	Subdistrict telephone number	
Driveway location:			Reference pt. number
Legal description of Parcel is attached <i>(All driveway applications)</i>			
20 year Certified Title Search or Title Insurance is attached <i>(All commercial driveway applications)</i>			
Present use of Parcel(s):			
Proposed use of Parcel(s) including adjacent Parcels owned and / or controlled by applicant:			
Bond required: Yes    No	If Yes, Penal Sum \$	Bond number	
APPLICATION FEE: (Make check or bank draft payable to "Indiana Department of Transportation")			\$
SPECIAL PROVISIONS:			
THE APPLICANT AGREES TO INDEMNIFY, DEFEND, EXCULPATE, AND HOLD HARMLESS THE STATE OF INDIANA, ITS OFFICIALS AND EMPLOYEES FROM ANY LIABILITY DUE TO LOSS, DAMAGE, INJURIES, OR OTHER CASUALTIES OF WHATSOEVER KIND, OR BY WHOMSOEVER CAUSED, TO THE PERSON OR PROPERTY OF ANYONE ON OR OFF THE RIGHT-OF-WAY ARISING OUT OF, OR RESULTING FROM THE ISSUANCE OF THIS PERMIT OR THE WORK CONNECTED THEREWITH, OR FROM THE INSTALLATION, EXISTENCE, USE, MAINTENANCE, CONDITIONS, REPAIRS, ALTERATION, OR REMOVAL OF ANY EQUIPMENT OR MATERIAL, WHETHER DUE IN WHOLE OR IN PART TO THE NEGLIGENT ACTS OR OMISSIONS (1) OF THE STATE, ITS OFFICIALS, AGENTS, OR EMPLOYEES; OR (2) OF THE APPLICANT, HIS AGENTS, OR EMPLOYEES, OR OTHER PERSONS ENGAGED IN THE PERFORMANCE OF THE WORK, OR (3) THE JOINT NEGLIGENCE OF ANY OF THEM; INCLUDING ANY CLAIMS ARISING OUT OF THE WORKMEN'S COMPENSATION ACT OR ANY OTHER LAW, ORDINANCE, ORDER, OR DECREE. THE APPLICANT ALSO AGREES TO PAY ALL REASONABLE EXPENSES AND ATTORNEY'S FEES INCURRED BY OR IMPOSED ON THE STATE IN CONNECTION HERewith IN THE EVENT THAT THE APPLICANT SHALL DEFAULT UNDER THE PROVISIONS OF THIS PARAGRAPH.			
Signature of permit applicant		Printed name of permit applicant	
Name of company organization		Telephone number	
Address (number and street, city, state, ZIP code)			
Inspector			
District Regulatory Supervisor			
District Director			

Application number

Road number

County number

Expiration date

Issue date

Permit number

## INDOT Driveway Permit Detail Questions (1 of 3)

1. Driveway type

2. Is there an existing sidewalk along the roadway?

3. Driveway surface will be one of the following:

- Compacted Aggregate (gravel)
- Asphalt
- Concrete

4. Driveway width will be (i.e. 12 feet): \_\_\_\_\_ feet

Note minimum and maximum on standard drawing detail that you selected in step 1 above.

5. Radii of the driveway. Please reference the standard drawing you selected in step number 1 for entrance and exit radius details

Entrance side of the drive (in feet)

Exit side of the drive (in feet)

Is parking allowed on the street?

6. Is a pipe required?

If so what size (in inches) \_\_\_\_\_ inches

If so, choose the type of pipe that will be used:

- Corrugated metal pipe with flared end sections (min cover over pipe is 12 inches)
- Reinforced concrete pipe with flared end sections (min cover over pipe is 12 inches)
- Corrugated plastic pipe (smooth inside) with flared metal end sections  
(min cover over pipe is 24 inches)

7. Distance from centerline of road way to the right of way or property line: \_\_\_\_\_ feet.

(If the right of way is unknown use the location of the utility poles for the apparent right of way line)

8. Distance from edge of pavement to the flow line of the ditch if a ditch exists: \_\_\_\_\_ feet.

	APPLICATION NUMBER		
	ROAD NUMBER		
	COUNTY		
	EXPIRATION DATE		
	ISSUE DATE		
	PERMIT NUMBER		

## INDOT Driveway Permit Detail Questions (2 of 3)

9. Size of the nearest upstream pipe within 0.25 mile of proposed driveway:

\_\_\_\_\_ inches

10. Direction of flow in ditch (i.e. north or south for odd numbered roads and east or west for even numbered roads):

11. Distance from centerline of driveway to each property line (i.e. 30 feet from east property line and 150 feet from west property line)

\_\_\_\_\_ feet from the \_\_\_\_\_ property line

\_\_\_\_\_ feet from the \_\_\_\_\_ property line

12. Driveway is on which side of the roadway (i.e. north or south for even numbered roads and east or west for odd numbered roads):

13. Is there is a cross pipe under the highway within 500 feet of the proposed driveway?

If so, what size is the cross pipe? \_\_\_\_\_ inches

How far is it from the proposed drivfveaway (i.e. 24 inch cross pipe, 200 feet west of driveway)

14. Is there any guardrail within 500 feet of the proposed driveway?

If there is guardrail how far and what direction is it from the property driveway (i.e. 200 feet east of drive)

15. Approximate sight distance from the proposed driveway: \_\_\_\_\_ feet.

Refer to Driveway Permit Manual for assistance in determining the sight distance.

16. What is the distance to the nearest driveway on the same side of the road?

\_\_\_\_\_ feet.

In what direction is that driveway from the proposed driveway?

17. What is the distance to the nearest driveway on the other side of the road (in feet)?

\_\_\_\_\_ feet.

In what direction is that driveway from the proposed driveway?

	APPLICATION NUMBER
	ROAD NUMBER
	COUNTY
	EXPIRATION DATE
	ISSUE DATE
	PERMIT NUMBER

## INDOT Driveway Permit Detail Questions (3 of 3)

18. Is the driveway along a State or US Route that is designated as being Limited Access?

(If the answer to this question is yes then additional information will be needed to complete the processing of your request. You will be contacted to supply the additional information within two days after you submit the application.)

19. By submitting this permit application the applicant attests to the fact that all persons having interest in the subject land being accessed, including but not limited to mortgagees, lessees, optionors, lien holders and holders of other encumbrances shall join with the fee simple holder in the application. The applicant also attests that they have the consent of all interested parties to the land and have informed all such parties that they along with the applicant consent to the conditions of the application and shall be bound equally thereafter by the conditions of the permit which may be issued to the permittee. Please enter the details of the interested parties below. Include the name, address, telephone, company name (if applicable), and the nature of interest the party has in the property.

	APPLICATION NUMBER		ROAD NUMBER		COUNTY		NEW EXPIRATION		ISSUE DATE		PERMIT NUMBER
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State of Indiana  
Department of Transportation  
**GENERAL PROVISIONS**

1. All work described in the permit shall be subject to the inspection of the Department of Transportation and the permittee shall adjust or stop operations upon direction of any police officer or Department of Transportation employee.
2. The permit may be rescinded at any time by the Department of Transportation at its discretion or for noncompliance with any and/or all provisions of said permit.
3. The permittee shall notify the Department of Transportation Subdistrict five (5) working days preceding the beginning of any work activity.
4. The permittee shall notify the Department of Transportation Subdistrict that the work is complete and this notice is to be provided within seven (7) days from completion of all work on this permit.
5. The permittee shall have the permit complete with drawings and special provisions in their possession during work operations and will show said permit on demand, to any police officer or authorized Department of Transportation employee.
6. The permittee shall pay the Department of Transportation for any inspection costs where it is necessary to assign a Department of Transportation employee to inspect the work. The permittee shall immediately reimburse the State upon receipt of an itemized statement.
7. The permit is valid through the stated expiration date. If work is not completed within the allotted time, the permit is automatically cancelled unless an extension is requested prior to the expiration date and said request is approved by the Department of Transportation. If a permit is cancelled, a new application must be submitted and approved before the proposed work can be accomplished.
8. The permittee shall erect and maintain all necessary signs, barricades, detour signs, and warning devices required to safely direct traffic over or around the part of the highway where permitted operations are to be done so long as the work does not interfere with traffic, in accordance with Section "VI" of the Indiana Manual of Uniform Traffic Control Devices.
9. All construction and materials used within the highway right-of-way must conform to the current Department of Transportation "Standard Specifications" with the permittee being considered in the same status as the contractor.
10. The permitted operations shall not interfere with any existing structure on the Department of Transportation right-of-way without specific permission in writing from the Department of Transportation. In the event that any buildings, railings, traffic control devices, or other structures are damaged, said cost of the removal and/or damage shall be borne by the permittee.
11. This permit does not apply to any State roads or bridges that are closed for construction purposes, or to any county roads or city streets.
12. Approval of the permit application shall be subject to the permittee obtaining all necessary authorizations from local authorities and complying with all applicable laws. The issuance of the permit shall in no way imply Department of Transportation approval of, or be intended to influence any action pending before a local board, commission, or agency.
13. The permitted operations shall be allowed on state highway right-of-way only between sunrise and sunset and shall not be performed on Saturdays, Sundays, or during the period beginning at 12:00 Noon on the last weekday (Monday through Friday) preceding and continuing until Sunrise on the day following: New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.
14. In accordance with the notice requirements of Indiana Code 4-21.5, any objection to the conditions and provisions of an approved permit must be submitted in writing to the Department of Transportation within fifteen (15) days from the issue date.
15. The permittee does hereby agree that (1) no person on the ground of race, color, sex or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of its facilities, (2) that in the event facilities are constructed, maintained or otherwise operated on the said property described in this permit for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the permittee shall maintain and operate such facilities and services in compliance with all other

requirements imposed pursuant to Title 49, Code of federal Regulations, Department of Transportation, Subtitle A, Office of the secretary, part 21 Nondiscrimination in Federally-assisted programs of the Department of Transportation – Effectuation of title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.