

ADAMS COUNTY HIGHWAY  
DRIVEWAY PIPE OR FIELD ENTRANCE PERMIT  
EFFECTIVE 06/01/23, Pursuant to Ordinance 2017-16

Office use only

Size of Pipe \_\_\_\_\_

Date Sized \_\_\_\_\_

Authorized \_\_\_\_\_

Today's Date \_\_\_\_\_ Expiration Date \_\_\_\_\_  
(Expires 1 year from today's date)

1. Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

2. Property Owner's Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

3. Contractor's Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

4. Location of entrance \_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_  
(Rd) (Rd) (Rd) (Side of the Road)

5. Width of entrance wanted \_\_\_\_\_  
(8" diameter X 30' length, minimum requirement) (Type of Entrance)

6. Where will pipe be picked up? \_\_\_\_\_  
(It is the applicants' responsibility to order pipe. Highway Department will only pick up if being installed by Highway Department.)

7. Type of cover material Stone \_\_\_\_\_ Dirt \_\_\_\_\_

Owner installed driveway/field entrance culvert	No charge
Install driveway/field entrance culvert-dirt cover	\$ 50.00 _____
Install 30' driveway culvert-stone backfill	\$160.00 _____
Each additional 10' of culvert length-stone backfill	\$ 50.00 x _____ = _____
	Total cost _____

8. Location flagged? Yes \_\_\_\_\_ No \_\_\_\_\_

The costs for the pipe will be paid by the applicant.

Applicant's Signature \_\_\_\_\_

For highway personnel use only

1. Diameter and length of pipe \_\_\_\_\_
2. Depth of cover material over the pipe \_\_\_\_\_
3. Date completed/verified \_\_\_\_\_

Adams County Highway Official \_\_\_\_\_

# **ADAMS COUNTY HIGHWAY DRIVEWAY, DRAIN AND ROAD CUT POLICIES**

Effective June 01, 2023

## **NEW TILE AND DRAINAGE:**

Landowner will need to fill out a permit at the Adams County Highway Department. The cost of these permits are three hundred twenty dollars (\$320.00) for a stone road and five hundred twenty dollars (\$520.00) for a chip and seal/paved road. **The process of calling in locates will be determined on the permit but is typically the responsibility of the contractor or land owner.**

The county will cut the road after approval with the above permit process. The landowner/contractor making the request will be responsible for contracting the remainder of the work. Extenuating circumstances could result in the county performing the work.

It will be the contractor's responsibility to backfill the road cut with product approved by the County Highway in order to open the road up immediately following the placement of the pipe. The county will complete the repairs of the road as needed with stone and or wintermix. The cost of the pipes will be furnished by the county if an existing pipe fails. If pipes are requested, it will be at the owner's expense. All materials needed for catch basins will be furnished by county if needed. It will be at the county's discretion as to what type and size of pipe is to be used. All located tiles will be paid by the county.

It is at the county's discretion as to when and if a road cut is deemed necessary. Road cuts will consist of but not limited to: new tile outlets, sewer for cities, utility work.

No permit will be issued for house, basement, sewer, or barn drains, unless there is absolutely **NO** other tile to connect to. No drains will be permitted to drain into the side ditch. It will be up to landowner to find their own drainage source for these purposes.

All individual requests will be examined and considered for the betterment of the public.

## **NEW CONSTRUCTION DRIVES:**

Landowner will need to fill out a permit at the Adams County Highway Department. The size and type of the pipe will be determined by the county. The county is not responsible for putting in drive entrances for new construction. The owner will be responsible for contacting a contractor to install pipe. All cost will be paid by the landowner, pursuant to Ordinance 2017-16.

## **EXISTING ROAD CROSSING REPAIRS:**

The county will cut and repair any failed pipe that crosses the road at the expense of the county.

## **NEW ROAD:**

Existing driveways/field entrances will be upgraded as needed at the county's expense not to exceed 60 feet per land owner, per mile.

## **LANDSCAPE TILE:**

Adams County will not install tile being used for landscaping purposes. Permits are required prior to installing landscape tile as established by Ordinance 2017-16. If an existing tile is disturbed due to an issue we need to address, all repairs and cost will be made by and at the owner's expense.

## **SEMI PULL-OFFS:**

Adams County will not install Semi pull-offs. Permits are required prior to installing a pull-off. Pull-offs will be a required minimum of 100'. If a pipe is required, it must be steel with a stone cover.

**Revised** 06/01/2023