

Access Permit Checklist

2/3/2005

	Item	Applicable Permit Type	Yes	No	Non-applicable
Pre-permitting	Does the spacing requirements meet Washington County Highway Department specifications?	All			
	Does the site distance meet Washington County Highway Department specifications?	All			
	Can the proposed access come off another road with lower traffic volumes?	All			
	Does the parcel already have an existing access?	All			
	Will an existing access be used?	All			
	When was the parcel created?	All			
Permitting Process	Has the permit application and form been submitted?	All			
	Has the deposit been submitted?	All			
	Has the permit fee been submitted?	All			
	Is the timing of pulling the permit adequate to complete the project considering the 6-month expiration and seasonal weather?	All			
	Is the signed approved permit in-hand prior to beginning construction?	All			
	Is a utility permit required? Sanitary sewer? Water? Storm sewer?	Type B or C			
Design Considerations	Is there enough existing right-of-way to build the bypass lane?	Type B or C			
	Is the bypass lane designed to Washington County Highway Department specifications?	Type B or C			
	Is the ingress lane designed to Washington County Highway Department specifications?	Type B or C			
	Is the egress lane designed to Washington County Highway Department specifications?	Type B or C			
	Is curb and gutter along the radii shown on the plans?	Type B or C			
	Are the proposed back slopes along the County Trunk Highway 3-1?	Type B or C			
	Are the proposed fore slopes along the County Trunk Highway 4-1?	Type B or C			
	Does the property overall, proposed access, and roadside ditches drain adequately?	Type B or C			
	Does the length of the culvert(s) meet Washington County Highway Department specifications?	All			
	Are the proposed culverts at least 18" in diameter?	All			
	Is the grade of the proposed access 4% or an alternative approved by the highway department?	All			
	Is the vision triangle designed to Washington County Highway Department Specifications?	Type B or C			
	Is the vision triangle completely contained within highway right-of-way and the applicant's property? Or is it necessary to secure easements or purchase land from adjacent property owners?	Type B or C			
	Platting	Is the right-of-way dedication shown on the plat or CSM or has it already been dedicated?	Some A, All B and C		
Is the vision triangle on the plat or CSM?		Some A, All B and C			
Is there a note on the plat or CSM restricting access to only the proposed driveway?		Some A, All B and C			
Has the completed access been inspected by Washington County Personnel?		All			
	Has the deposit been refunded?	All			

This checklist is intended to be used as only a **guide** by the applicant. Completing this checklist in no way insulates denial or approval of any given permit.