

PICKAWAY COUNTY ENGINEER, HIGHWAY DEPARTMENT  
1660 ISLAND ROAD  
CIRCLEVILLE, OH 43113  
Phone 740-474-3491; Fax 740-477-1784

PERMIT #

\_\_\_\_\_-\_\_\_\_\_-

### ACCESS PERMIT/UNDERDRAIN PIPE/HOUSE NUMBER

PROPERTY OWNER (APPLICANT/CONTACT): \_\_\_\_\_  
CURRENT ADDRESS: \_\_\_\_\_  
CITY, STATE, ZIP: \_\_\_\_\_  
PHONE #: \_\_\_\_\_ FAX: \_\_\_\_\_  
ALTERNATE PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_  
Township: \_\_\_\_\_ Subdivision: \_\_\_\_\_  
Road Name: \_\_\_\_\_  
Located on the  North  East  South  West side of road Lot Number: \_\_\_\_\_  
Located between these addresses: \_\_\_\_\_ and \_\_\_\_\_  
Length of Property Frontage: \_\_\_\_\_ feet  
Additional Information: \_\_\_\_\_  
Own the parcel which the proposed driveway is located on:  Yes  No, Explain: \_\_\_\_\_  
Proposed Access/Roadside Improvement Use (Single Residential Access, Farm Field Access, Commercial Access, Common Access, Underdrain Pipe, etc): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By signing this application, the property owner agrees to construct or cause to be constructed the access or roadside pipe described above in accordance with the policies, procedures, requirements, specifications, and conditions of the Pickaway County Engineer at the approved access location. If compliance is not met in the opinion of the Pickaway County Engineer, it is understood that the County Engineer reserves the right to stop work being performed and restore the right-of-way to an acceptable condition at the expense of the applicant or other legal means as per ORC 5552.99. Once constructed the property owner is responsible for keeping the access or roadside pipe in proper repair and working order. Property owner is responsible for driveway repair, maintenance, and pipe replacement as required.

Property Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
CALL OUPS BEFORE YOU DIG 1-800-362-2764

Make check payable to "Pickaway County Engineer"

*FOR OFFICE USE ONLY*

Type of Road:  Local Road  Minor Collector  Major Collector  
Fee\*: Access:  CLASS 5<sup>1</sup> = \$0  
 CLASS 4<sup>1</sup> = \$50  
 CLASS 3<sup>1</sup> = \$100  
 CLASS 2<sup>1</sup> = \$200  
 CLASS 1<sup>1</sup> = \$300  
 Underdrain Pipe = \$0.30/Foot  
Fee Paid: \$ \_\_\_\_\_ Receipt #: \_\_\_\_\_ Initials: \_\_\_\_\_ Date: \_\_\_\_\_  
Preliminary Access Approval by: \_\_\_\_\_ Date: \_\_\_\_\_  
Meets Access Management:  Yes  No Initials: \_\_\_\_\_ Date: \_\_\_\_\_  
Permitted Access – Log Point, Width, Pipe Size and Location, Roadside Improvement Requirements: \_\_\_\_\_  
\_\_\_\_\_  
Post Construction Inspection Approval by: \_\_\_\_\_ Date: \_\_\_\_\_  
New Address: \_\_\_\_\_

**PERMIT EXPIRES 90 DAYS FROM DRIVEWAY PERMIT APPROVAL DATE**

<sup>1</sup> See second page for Class description  
\* Reinspections caused by owner may result in additional Fees  
\* Culvert replacements, extensions complying with Pickaway County Driveway Standards, or other modifications as determined by the County Engineer, not involving land use change, will not be charged

CLASS 5 driveway

- field drive – provides access to agriculture lands and principally used by farm equipment
- utility drive – provides access to public utility facilities

CLASS 4 driveway

- farm drive – provides access to farm buildings, including single home
- single family residence drive
- single family common access drive serving two or more residences
- multi-family residence drive serving five or fewer residential units
- utility construction drive – provides access to construction of utility facilities
- walking, jogging, biking or equestrian trails

CLASS 3 driveway

- less than 100 trip ends in the peak hour

CLASS 2 driveway

- 100 or more but less than 200 trip ends in the peak hour

CLASS 1 driveway

- 200 or more trip ends in the peak hour