

Revised 1/25/2024
 Clinton County
 Secondary Roads Department
 Entrance Permit

This Permit application allows the applicant the right to have a property entrance constructed within Clinton County Secondary Road right-of-way (ROW) subject to the following requirements and the Secondary Road Department Entrance Policy.

1. The Clinton County Secondary Roads Department shall determine if a drainage culvert is required. If a drainage culvert is required, it shall be paid for by the property owner and shall be a galvanized corrugated metal pipe with 2-2/3 inch by 1/2 inch corrugations and be 16-gage minimum.
2. The minimum pipe diameter shall be determined by the Clinton County Secondary Roads Department based on the following table.

Pipe Diameter (inches)	Maximum Drainage Area (acres)
18 minimum pipe size	15
24	30
30	60
36	90
42	140
48	200
As designed by the Engineer's Office	

3. Minimum pipe length shall be determined by the Clinton County Secondary Roads Department based on foreslope and entrance width requirements.
4. Entrance will be constructed by Clinton County Secondary Roads Department or by the property owner after an approved entrance permit is issued. Once the driveway is constructed it shall be maintained by the property owner in accordance with the Clinton County Secondary Roads Department Entrance Policy.
5. Placement of fill material in the ROW other than what is necessary to construct the entrance is prohibited.
6. The finished elevation of the driveway over the pipe or the centerline of the ditch if a pipe is not required, shall be 6-inches lower than the road shoulder elevation to prevent surface water from flowing into the roadway from the entrance.
7. Stipulations and requirements of the Clinton County Secondary Roads Department Entrance Policy and Permit Application do not waive any applicable requirements of Clinton County Zoning Ordinances.
8. The Permit application fee of \$100.00 and any construction related expenses must be paid to the Clinton County Secondary Road Department within 30 days of completion.
9. Driveway entrance shall not encroach onto adjacent property owners land within ROW, unless a written agreement between adjacent property owners is received by the Secondary Road Department.

Applicant Signature _____ Date _____

Applicant Mailing Address _____

Note: Construction in ROW Permit Also Required.

CLINTON COUNTY SECONDARY ROADS DEPARTMENT

To be completed by applicant:

(Application for permit to construct or modify entrance from private property to Secondary Road.)

Applicant Name: _____ Home Ph: _____
 Current Address: _____ Work Ph: _____
 City/State/Zip: _____
 Email Address: _____

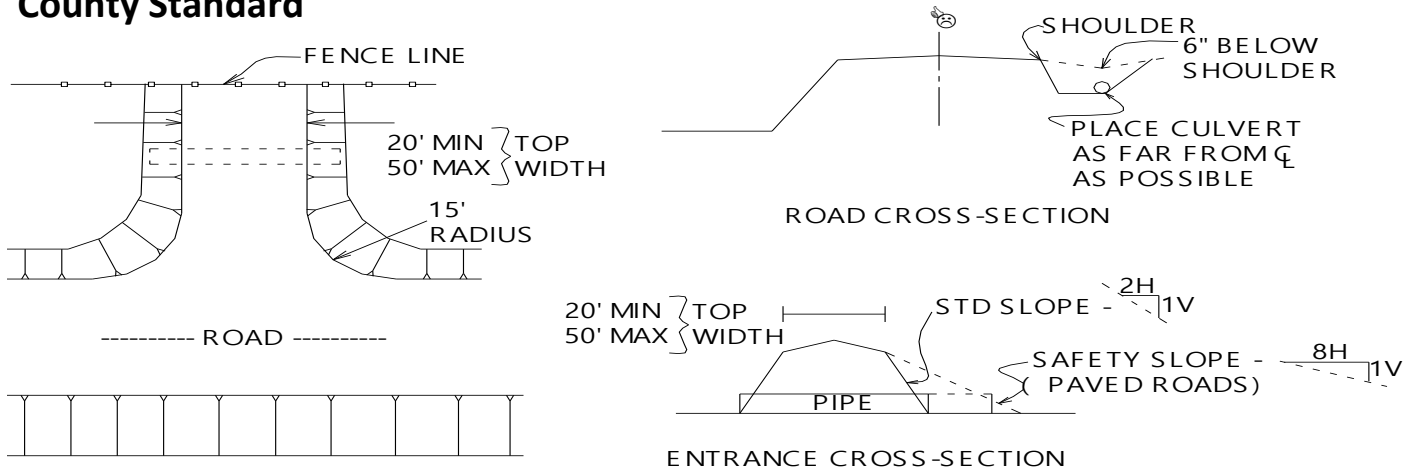
Location for proposed entrance:

Township: _____ Sec. No. _____
 Distance from NW Section Corner: _____ miles East
 _____ miles South

Road No./ID: _____ Which side of road: _____
 Location ref: _____ ft. _____ of _____
 Location ref: _____ ft. _____ of _____
 (Dist.) (N/S/E/W) (Intersecting Road)

A permit is hereby requested to construct a [field] [farm] [residential] [business] entrance from the right-of-way line to the traveled way, including any necessary drainage structures. Entrance will be constructed with the "County Standard" shown below.

County Standard



Office use only:

SIGHT DISTANCE CHECK: Approaching from _____ : _____
 Approaching from _____ : _____

E911 RURAL ADDRESS: _____

Ditch depth: _____ ft.
 Top width: _____ ft. Standard foreslope = 2 ft. Hor. per 1 ft. Vert. (2:1)
 Tube: _____ in. Dia. X _____ ft. long required.

If on paved road, foreslope must be 8:1.

NOTE: All drive culverts shall be 16 Gage 2-2/3" X 1/2" corrugated metal pipe - minimum.
 NO Plastic Pipe Will Be Allowed

Work Order #: _____ Amount Due: _____
 Date of payment: _____ Check #: _____
 Name on Check: _____ Amount Paid: _____