

**Appendix 0**

**APPLICATION FOR PERMIT TO CONSTRUCT ACCESS  
DRIVEWAY ON COUNTY RIGHT OF WAY**

Date of Application: \_\_\_\_\_

Requester Name: \_\_\_\_\_

Requester Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Location of access driveway to be installed, address or physical description:

\_\_\_\_\_

**NOTE: IF A PHYSICAL ADDRESS IS NOT AVAILABLE FOR THE LOCATION THE ACCESS DRIVEWAY IS TO BE INSTALLED, PLACE A STAKE WITH RIBBON ATTACHED AT THE CENTER POINT OF PROPOSED CULVERT LOCATION.**

**NOTIFICATION: IT SHALL BE THE REQUESTER'S RESPONSIBILITY TO OBTAIN DIGGING PERMIT PRIOR TO EXCAVATION TO DETERMINE IF THERE ARE ANY UTILITIES IN THE AREA OF PROPOSED CULVERT LOCATION.  
NOTIFY TEXAS 811 @ 1-800-344-8377**

**Procedure:**

Once the application is received from the requestor, a representative of the Coryell County Road and Bridge Department will visit the location and determine the diameter and length of the culvert pipe to be installed.

**NOTE: 24 FEET WILL BE THE SHORTEST LENGTH ALLOWED.**

The requester shall sign and receive a copy of the application with the size and notes before proceeding with the purchase of the culvert pipe or installation.

**NOTE THIS APPLICATION IS ONLY GOOD FOR 6 MONTHS. IF THE CULVERT IS NOT INSTALLED WITHIN 6 MONTHS THIS APPLICATION IS VOID AND THE REQUESTER WILL HAVE TO APPLY AGAIN.**

PERMIT NO. \_\_\_\_\_

**DRIVEWAY ACCESS CULVERT REQUIREMENTS FOR REQUESTED LOCATION:**

Address: \_\_\_\_\_

Diameter: \_\_\_\_\_ inches                      Length \_\_\_\_\_ feet

The culvert must be set \_\_\_\_\_ feet from the center line of the road.

Additional ROW will be required to meet the drainage requirements in the area, the additional right of way will need to extend \_\_\_\_\_ feet from the centerline of the roadway, for a distance of \_\_\_\_\_ Feet on the \_\_\_\_\_ side of culvert and \_\_\_\_\_ feet on the \_\_\_\_\_ side of the culvert.

Notes: \_\_\_\_\_

All construction and material shall be subject to inspection and approved by the County. The County reserves the right to require any changes, maintenance or repairs as may be necessary to protect drainage along county right of way, provide protection of life or property on or adjacent to the county road. Changes in design will be made only with approval of the County.

**SPECIFICATIONS FOR INSTALLATION OF CULVERTS AND ACCESS DRIVEWAY FACILITIES ON COUNTY RIGHT OF WAY**

Specifications for culvert pipe and fill material:

1. Culvert pipe shall be galvanized corrugated metal pipe, 16 gauge with spiral of 2.66 inches.
2. Fill material shall be flex base or caliche.
3. A connecting band shall be used when connecting 2 sections of culvert pipe together.
4. All culvert pipes shall have a minimum of 6" compacted fill over the top of the culvert.
5. The cross slope of the driveway shall be constructed and maintained so that no water is channeled onto the County roadway by way of driveway.

The requester is responsible for all cost associated with the construction of this driveway.

The requester shall hold harmless Coryell County and its duly appointed agents and employees against any action for personal injury or property damage sustained by reason of the exercise of this permit.

\_\_\_\_\_  
Coryell County Representative

\_\_\_\_\_  
Date

PERMIT NO. \_\_\_\_\_

**- ACCEPTANCE OF PERMIT REQUIREMENTS AND SPECIFICATIONS**

The undersigned hereby agrees to comply with the terms and conditions set forth in this application and specifications for installation of culvert pipe and access driveway on the county right of way and dedicates to the County the additional right of way described in the permit above.

\_\_\_\_\_  
Requester or Owner's Representative

\_\_\_\_\_  
Date

**(NOTE: If right of way is being given to the County, the Owner of the property must sign above, and their signature must be notarized.)**

**THE STATE OF TEXAS           §  
COUNTY OF CORYELL       §**

**BEFORE ME**, the undersigned authority, on this day personally appeared \_\_\_\_\_, known by me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that they executed the same for the purposes and consideration of therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the \_\_\_\_\_20\_\_\_\_, day of

\_\_\_\_\_  
Notary Public, State of Texas