

MINERAL COUNTY – ROAD DEPARTMENT  
P. O. BOX 97 – SUPERIOR, MT 59872

**SUBDIVISION ROAD & APPROACH APPLICATION AND PERMIT**

Please attach applicable map and diagram.

APPLICANT (property owner)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Herein termed the applicant, requests permission to construct approach(es) described shown on attached plot plan or plan and profile and hereby made a part of this application.

Please indicate if permits or approaches are required from units of government other than Mineral County. Write the number of permits required on the line:

\_\_\_\_ Federal Government \_\_\_\_ State \_\_\_\_ County \_\_\_\_ City \_\_\_\_ N/A  
Private \_\_\_\_\_ Public \_\_\_\_\_

Use of Property of Facility: \_\_\_\_\_  
(Residence, Trailer Court, Gas Station, Field Access, Type of Business, etc.)

Location:

City or Town: \_\_\_\_\_  
(If Rural – direction & approximate distance from nearest city or town )  
Street Name, if any: \_\_\_\_\_

Roadway or Highway:

Sight Distance: Left: \_\_\_\_\_ Right: \_\_\_\_\_

Surfacing: \_\_\_\_\_ Width: \_\_\_\_\_

Approach:

Estimated number of trips per day: \_\_\_\_\_  
Width: \_\_\_\_\_ Flare: \_\_\_\_\_ Side of Roadway: \_\_\_\_\_  
( N, E, S, W)

Drainage: Will be determined by Mineral County

**INSTRUCTIONS CONCERNING USE OF THIS FORM**

Applicant will complete and deliver this form in duplicate along with the appropriate fee payment to the Mineral County Road Department, P.O. Box 97, Superior, MT 59872.

The Road Department Supervisor is the delegated authority to approve curb cuts, public and private approaches serving businesses, residences and agricultural uses in rural or urban areas. Subdivision roads will require the 4-step inspection process:

1. Vegetation Removal Approval
2. Base Construction Approval
3. Cover Construction Approval
4. Drainage System & Construction Approval

(Main approaches as part of subdivision plat review. Individual lots within the subdivision will require Driveway Approach Application & Permit)

**- APPROACH PERMIT -**

Subject to the following terms and conditions, the permit applied for and attached hereto is hereby granted.

1. **TERM.** This permit shall be in full force and effect from the date hereof until revoked as herein provided.
2. **PERMIT AND INSPECTION FEES.** Cost \$200.00 for the permit application, which includes four on-site inspections; vegetation removal approval, base construction approval, cover construction approval and drainage system & construction approval. Each on-site inspection there after shall have a fee of \$50.00. Payment must be received prior to any on-site inspection by the County Road Foreman. Payable to Mineral County Road Department. Mail payments to the Mineral County Road Department, P.O. Box 97, Superior, MT, 59872, or take payments to the Mineral County Treasurer; located in the Mineral County Courthouse, 300 River St., Superior, MT. Show receipt of payment to County Road Foreman to confirm payment prior to on-site inspection(s).
3. **REVOCATION.** This permit may be revoked by County upon giving thirty (30) days notice to Permittee by certified mail, directed to the address shown in the application hereto attached, but the County reserves the right to revoke this permit without giving said notice in the event Permittee breaks any of the conditions or terms set forth herein.
4. **COMMENCEMENT OF WORK.** No work shall be commenced until Permittee notifies the Road Department Supervisor when he proposes to commence work.
5. **COUNTY SAVED HARMLESS FROM CLAIMS.** In accepting this permit the Permittee, its/his successors or assigns, agree to protect the County and save it harmless from all claims, actions or damage of every kind and description which may accrue to, or be suffered by, any person or persons, corporations, or property by reason of the performance of any such work, character of materials used, or manner of installations, maintenance and operation, or by the improper occupancy of said road right-of-way, and in case any suit or action is brought against the County and arising out of, or by reason of, any of the above causes, the Permittee, its/his successors or assigns, will upon notice to it/him of the commencement of such action, defend the same at its/his sole cost and expense and satisfy any judgment which may be rendered against the County in any such suit or action.

6. **PROTECTION OF TRAFFIC.** Insofar as the interests of the County and the traveling public are concerned all work performed under this permit shall be done under the supervision of the Board of Commissioners and its authorized representatives, and they shall indicate barriers to be erected, the lighting thereof at night, placing of flagmen and watchmen, manner in which traffic is to be handled, and shall specify to Permittee how road surface is to be replaced if it is disturbed during operations, but said supervision shall in no way operate to relieve or discharge Permittee from any of the obligations assumed by acceptance of this permit, and especially those set forth under Section 5 thereof.
7. **ROAD DRAINAGE.** If the work done under this permit interferes in any way with the drainage of the State Highway, Public Road or County Road affected, Permittee shall, at its/his own expense, make such provisions as the County may direct to take care of said drainage. Drainage in roadway ditches shall not be altered or impeded by construction of any new approaches. When drainage structures are required, size of opening, length of pipe, and other design features shall be approved by the appropriate county personnel. It will also be necessary to have a minimum cover thickness over the pipe depending on: type of pipe, diameter of pipe, type of vehicle using approach. **All approaches shall drain away from the traveled path.**
8. **RUBBISH AND DEBRIS.** Upon completion of work contemplated under this permit, all rubbish and debris shall be immediately removed and the roadway and the roadside left in a neat and presentable condition satisfactory to the County. Rubbish shall be properly disposed of as required by State Law.
9. **WORK TO BE SUPERVISED BY COUNTY.** All work contemplated under this permit shall be completed to the satisfaction and approval of the authorized representative of the County. The County hereby reserves the right to order the change of location or removal of any structure or installation authorized by this permit at any time, said change or removal to be made at sole expense of the Permittee.
10. **COUNTY'S RIGHT NOT TO BE INTERFERED WITH.** All such changes, reconstructing or relocation shall be done by Permittee, in such a manner as will cause the least interference with any of the County's work and the County shall in no way be liable for any damage to the Permittee by reason of any such work by the County, its agents, contractors or representatives, or by the exercise of any rights by the County upon the highways by the installations or structures placed under this permit.
11. **REMOVAL OF INSTALLATIONS OR STRUCTURES.** Unless waived by the County, upon termination of this permit, the Permittee shall remove the installations or structures contemplated by this permit and restore the premises to the condition existing at the time of entering upon the same under this permit, reasonable and ordinary wear and tear and damage by the elements, or by circumstances over which the Permittee has no control, excepted..
12. **MAINTENANCE AT EXPENSE OF PERMITTEE.** Permittee shall maintain, at its/his sole expense the installations and structure for which this permit is granted, in a condition satisfactory to the County.
13. **COUNTY TO BE REIMBURSED FOR REPAIRING ROADWAY.** Upon being billed therefore Permittee agrees to promptly reimburse County for any expense incurred in repairing surface of roadway due to settlement at installation, or for any other damage to the roadway as a result of the work performed under this permit.
14. **OTHER CONDITIONS AND/OR REMARKS.**
  - a. All approach side slopes will be constructed on not less than 6 to 1 slope, unless otherwise approved.
  - b. No private signs or devices etc. will be constructed or installed within the Highway right-of-way limits.
  - c. This permit is valid only if approach construction is completed within three months from date of issue.
15. **VISIBILITY.**  
The minimum required sight distance from the approach will depend exclusively upon the anticipated traffic speed of the roadway. The following distances shall apply to both directions of the roadway from the approach.

<b>Vehicle Speed (mph)</b>	20	25	30	35	40	50	60
<b>Approach Spacings (ft)</b>	125	150	200	250	325	475	650
<b>Minimum Sight Distance (ft)</b>	110	150	200	300	400	500	600

16. **DESIGN SPECIFICATIONS.**  
The following design specifications will apply to all new approaches to public roads. Special circumstances may warrant some deviation from these standards but must be pre-approved by the county.

<u>Design Specifications for Two-Way Approaches</u>				
Design Features	Specification			
	Driveway		Roadways	
	Standard	Range	Standard	Range
Intersecting Angle	90o	60 to 120o	90o	60 to 120o
Approach Width	15 ft	15 to 25 ft	30 ft	Road Width
Entering Radius (Flare)	10 ft	5 to 15 ft	25 ft	10 to 50 ft
Exiting Radius (Flare)	10 ft	5 to 15 ft	25 ft	10 to 50 ft
Access & Approach for 20 feet	NA	-2 TO 7%	NA	-2 to 6%
Approach Side Slopes Drive	3:1 max.	NA	6:1max.	NA

17. **APPROACH GRADE.** The approach grade or slope of the approach shall be constructed so as to conform to the slope of the roadway shoulder from the edge of the traffic lane to the shoulder line. Beyond the shoulder line, the approach shall slope downward within the range of 2% to 8% for a distance necessary to place the low point of the approach approximately 8" below the shoulder elevation. The necessary distance is any distance that allows a smooth transition from the shoulder to the low point.
18. **APPROACH APRONS.** Driveways entering chipsealed or paved roadways shall provide a hard surface a minimum of 18 feet from the edge of pavement of the roadway. Dedicated roads or consolidated approaches with a higher traffic volume entering a chipsealed or paved roadway shall provide a paved apron a minimum of 30 feet from the edge of pavement of the roadway.
19. **SIGNING.** It will be the responsibility of the applicant to install road identification signs. Appropriate signing material, construction location and installation shall be approved by the County Road Foreman. The applicant shall also be responsible for the installation and maintenance of any traffic control devices as stated in the Manual on Uniform Traffic Control Devices for Streets and Highways.
20. **MULTIPLE APPROACHES.** Although the practice of allowing multiple approaches is discouraged, variances may be granted by the County Road Foreman in special cases. Exceptions may be made where the distance between approaches exceeds five hundred feet or if special conditions exists for which adding extra approaches may benefit public safety. Multiple approaches will not be allowed on major arterial and collectors or in areas where the flow of traffic may be adversely effected.
21. **EROSION CONTROL.** It shall be the responsibility of the applicant to control erosion of the soil during and after construction is complete. This may mean the installation of silt fences during construction and replanting vegetation after construction. It will be left up the County Road Foreman to determine the appropriate steps that need to be taken. In some cases, an Erosion and Sediment Control Plan may be required by the Mineral County Conservation District. The Mineral County Weed Policy shall be complied with and verification of weed free mixture, approval of seeding rate and other erosion control techniques shall be approved by the County Weed Board.
22. **ADMINISTRATION.** When the work is completed it shall be inspected by the Mineral County Road Department. This department has the authority to order compliance with these regulations.

The applicant is responsible for any damage done to any other installations already in place.

If the applicant has not brought the approach up to standards or fixed any damage done to other installations within 48 hours of being contacted by the Mineral County Road Foreman or his/her representative, then the County reserves the right to correct the problem and charge all costs incurred to the applicant.

Application Form is to be turned into the Planning Department (with copy of receipt issued by the Treasurer Office)

Dated at \_\_\_\_\_, Montana, this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

The undersigned, the Permittee  
Mentioned in the afore going instrument  
hereby accepts this permit, together with  
all of the terms and conditions set forth therein.

ROAD DEPARTMENT SUPERVISOR  
  
PERMIT APPROVAL:

Name	Date	Name	Date
Permittee		Title	

### County Road Foreman Approval Checklist

Vegetation Removal Approval: \_\_\_\_\_  
Date \_\_\_\_\_ Signature \_\_\_\_\_

Base Construction Approval: \_\_\_\_\_  
Date \_\_\_\_\_ Signature \_\_\_\_\_

Cover Construction Approval: \_\_\_\_\_  
Date \_\_\_\_\_ Signature \_\_\_\_\_

Drainage System & Construction Approval: \_\_\_\_\_  
Date \_\_\_\_\_ Signature \_\_\_\_\_

Paved Approach  
Applicable \_\_\_yes\_\_\_no  
\_\_\_\_\_  
Date \_\_\_\_\_ Signature \_\_\_\_\_

NOTES: