

# Application & Permit to Use Bingham County Right of Way for Approaches, Mailboxes & Addressing

Owner/Agent: _____ Mailing Address: _____ City/State/Zip: _____ Contact Phone #: _____	Approach Permit #: _____ Road Grid # & Name: _____ Approach Address #: _____ Approved By: _____ Date: _____
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## Planning & Zoning

Zoning Permit #: \_\_\_\_\_ Buildable Lot:  Single Residence  Multiple Residents # \_\_\_\_\_

Frontage: \_\_\_\_\_ ft. Setbacks: \_\_\_\_\_ ft.  Agriculture  Commercial \_\_\_\_\_

Starting Date: \_\_\_\_\_ Est. Completion Date: \_\_\_\_\_ Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Notes/Comments: \_\_\_\_\_

## Road & Bridge

Initial Visit Date: \_\_\_\_\_ Time: \_\_\_\_\_ By: \_\_\_\_\_

Road Classification: \_\_\_\_\_ R.O.W Width: \_\_\_\_\_ ft. Sight Distance Adequate? (Y) or (N) \_\_\_\_\_

Approach Type:  Gravel  Asphalt  Concrete

**\*Non-BUILDING and Non-ADDRESSING, PROPERTY ACCESS ONLY**  
 Re-application is required if future attempts to build, address, or make property improvements which require submission of a Building Permit application.

Address Posted Date: \_\_\_\_\_ Location: \_\_\_\_\_ By: \_\_\_\_\_

Mailbox Location Verified: \_\_\_\_\_ Date: \_\_\_\_\_ Approved By: \_\_\_\_\_

Notes/Comments: \_\_\_\_\_

**Bingham County Public Right of Way Standards And Approach Ordinance Requirements & Restrictions**, including Mailbox Placement, Approach Placement & Material, Culverts, Removal of Tree/Vegetation, Fencing, Ornaments, Landscaping and Maintaining of Address Posting, has been explained and provided to the home owner by the following designated Bingham County Representative:

\_\_\_\_\_  
 Bingham County Representative's Name \_\_\_\_\_  
Date

In accepting this permit, the permittee, its successors and assigns, agrees to hold Bingham County harmless from any liability caused by the installation, construction, maintenance or operation of the approach(es). **I certify that I am the owner or authorized representative of the proposed property to be served and agree to do the work required hereon in accordance with the General Requirements and Restrictions printed on the reverse side with the Special Conditions and Restrictions listed above.** This permit shall not be valid for excavation until, or unless, the provision of Idaho Code Title 55, Chapter 22 have been complied with. **PRIOR TO EXCAVATION, call the Digline Location Service at Telephone No. 1-800-342-1585.**

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_ Witnessed By: \_\_\_\_\_

**Final Inspection Prior to Issuance of a Certificate of Occupancy:**  APPROVED  DISAPPROVED

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Signature of County Official: \_\_\_\_\_ Date: \_\_\_\_\_

The following Regulations, Restriction and Criteria **MUST** be met & maintained for continued approval of any permit application:

1. With the exception to Residential Subdivisions, All driveways must be designed to allow motorists to turn their vehicles around without backing out onto a county road. **Bingham County Code 7-3-6 B.1**
2. Any street that is classified on the county's official functional classification map as an arterial, major collector, collector, and other County local roads, except cul-de-sacs, will be controlled by distances between approaches and from intersections. **Bingham County Code 7-3-3 & 2013-06.** (See Attached - Bingham County Sight Triangle and Access Spacing for Driveway and Stopping Sight Distance Requirements Diagram)
3. It will be the responsibility of each property owner to take the action necessary to ensure that vegetation and/or other obstructions do not hinder the visibility and/or safety of motorists. Sight obstructions or potential obstructions (i.e., growing plants or trees) cannot be higher than three feet in height and cannot be located in or on a road right-of-way. Sight obstructions or potential obstructions located on private property, not part of a public right-of-way, shall comply with sight distances and clear zone requirements as set forth in **Idaho Code Section 49-221**. Bingham County has the right to request that any or all items be removed from public right-of-way because of maintenance needs or other considerations. **Bingham County Code 7-3-4 and Idaho Code Section 49-221**. (See Attached - Bingham County Sight Triangle and Access Spacing for Driveway and Stopping Sight Distance Requirements Diagram)
4. If property is higher or lower than the adjacent public roadway, the approach coming on to the roadway shall not have more than a 3% grade connecting it to the roadway for a distance of not less than 30 feet, and the approach leading to the roadway must allow the vehicle to stop on the 30-foot approach at the 3% grade. **Bingham County Road Standards Manual Section 3 H. 2 and Bingham County Code 7-3-6 B.2**
5. Approaches shall be for the bona fide purpose of securing access to property adjacent to the public roadway and not for the purpose of parking, conducting business, and/or vehicle maintenance on the public right-of-way. **Bingham County Code 7-3-6 B.3**
6. No work on physical construction of an approach shall be started until an authorized representative of the Bingham County Public Works Department has given written notice to the permit applicant to proceed. **Bingham County Code 7-3-6 C.2**
7. The permit applicant shall furnish all material, labor and equipment involved in the construction of the approach and its appurtenances. This will also apply to curbs, gutters, sidewalks, mailbox access, etc., where required. When deemed necessary by the Bingham County Public Works Department, the design of the construction of the approach shall include drainage pipe of a size specified on the approach permit (12-inch minimum). **Bingham County Code 7-3-6 C.1 and 7-3-6 B.4**
8. No revisions or additions shall be made to an approach or its appurtenances on the public right-of-way without the written permission of Bingham County Public Works Department. **Bingham County Code 7-3-6 C.7**
9. Bingham County reserves the right to require the permit applicant, its successors and assigns, to make necessary changes, additions, repairs and relocations to any approach or its appurtenances within the public right-of-way to permit the relocation, reconstruction, widening, drainage, and maintenance of the roadway and/or to provide proper protection to life and property on or adjacent to the roadway. **Bingham County Code 7-3-6 C.9**
10. The constructed approach shall conform to the plans approved by the Bingham County Public Works Department as a part of the permit. Adequate drawings or sketches shall be included with the application to show the design, materials, construction requirements and proposed location of the approach. The Bingham County Public Works Department shall use the most recent edition of the *Bingham County Road Standards Manual* in approving approach designs. **Bingham County Code 7-3-6 C.3**
11. The portion of the approach in the right of way may either be gravel, asphalt or concrete. a. Bingham County shall not be held responsible for any damage to concrete driveways which extend into the public right of way that result from the county's performance for their regular road maintenance duties. **Bingham County Code 7-3-6 B.5**
12. Installation of mailboxes located in or on the public right-of-way must comply with **Bingham County Code 7-3-2 & Bingham County Road Standards Manual Section 3 Design Standards O.6.7.8.9**
13. During the construction of an approach, barricades, signs and other traffic control devices shall be erected and maintained by the permit applicant. Said devices shall conform to the current issue of the *Manual on Uniform Traffic Control Devices*. Parked equipment and stored materials shall be located as far from the traveled way as feasible. Items stored within thirty (30) feet of the traveled way shall be marked and protected. **Bingham County Code 7-3-6 C.5**
14. Upon completion of the approach, all excess materials and debris shall be immediately removed from the public right-of-way. No material or debris may be stored, even temporarily within the public right of way. **Bingham County Code 7-3-6 C.6**
15. The owner of property where any approach permit has been granted under this ordinance shall maintain the approach to comply with the requirements set forth by the Bingham County Public Works Department when the permit was issued. **Any non-compliance with the county's approach or right of way requirements which results in the removal of any personal property shall be at the expense of the owner of the property, whether the owner or the county removes said non compliance property. Bingham County Code 7-3-6 C.8 and 7-3-7 C.**
16. The Bingham County Public Works Department may change, amend or withdraw an approach permit or any of the conditions enumerated in granting the permit, if the construction of the approach fails to comply with the permit requirements or the requirements set forth in the applicable *Idaho Statutes, Bingham County Codes, or the Bingham County Road Standards Manual*. **Bingham County Code 7-3-6 C.4**
17. To insure that proper drainage is maintained in the borrow pit an adequate culvert may have to be installed in the approach. The determination of whether a culvert is needed will be made by the Public Works Department/Engineering Division. The permittee shall wholly and at his own expense make such provision as Bingham County Public Works Department may direct to take care of said drainage problem. **Bingham County Code 7-3-6 B.4 and 7-3-6 C.9 and Bingham County Road Standards Manual Section 3.1 Drainage.**
18. Each owner of real property shall post and maintain an address marker/sign for each residence or commercial building that is individually designated as an address on their property. The address marker/sign shall be located on the street upon which the property fronts and is to be maintained according to county standards, as being reflective, visible, and free from obstructions. **Bingham County Code 7-6-7**