

Copy Distribution

- Applicant
- Planning Department
- Road Department
- Addressing Office



(Application Fee \$125.00)

PERMIT No. _____

APPLICATION FOR DRIVEWAY PERMIT

Montezuma County Road Department
 109 West Main, Room 270, Cortez CO 81321
 Phone: (970) 564-2801 Fax: (970) 565-8252

Date of App. _____ Amount Paid: _____ Cash Credit Card Check No. _____
 Receipt No. _____

***Note: any/all fees paid for a driveway permit are non-refundable*

Name of Property Owner(s): _____ Phone: _____

E-Mail: _____

Agent(s): _____ Authorization Letter Attached Yes No

Physical Address of Property: _____ Parcel ID No. _____

Mailing Address of Owner(s) _____

Contractor: _____ Contact No. _____

Is the parcel compliant with the Montezuma County Land Use Code? Yes No

Compliance by; A/R35+ Acres Grandfathered Non-Compliant

Resolution (Resolution No. _____)

Within a Subdivision (Name of Subdivision: _____)

Section _____ Township _____ Range _____

Subdivision Acres _____ Total Number of Driveways in Subdivision _____

Applicant hereby requests permission and authority from Montezuma County to construct a driveway approach on the right-of-way at CR _____ adjacent to the subject property on the _____ side of the road a distance of _____ mile(s) or Feet from intersection _____, for the purpose of obtaining approach to; (check one)

Single residence Farmstead Business Subdivision, Existing Proposed

Other See attached Receipt No. for RIF Fees Paid: _____ Type of use _____

Furthermore, applicant(s) is/are required to have their address reviewed by the Addressing Office to ensure that the numbers are in sequence with the County Road Addressing System. The applicant binds and obligates himself to construct and maintain the driveway approach in accordance with the provisions, conditions and specifications of this document, and within the Montezuma County Road and Bridge Standard Specifications.

NOTE: Driveway access shall be completed within 30 working days from the date the permit is issued. Addresses shall not be assigned until the driveway is approved.

Applicant(s) are required to submit the following:

A.

Site Plan: Showing proposed approach point and all necessary specification and details. Said site plan shall include, but not be limited to:

1. The location, dimensions and acreage(s) of parcel(s) or home site(s).
2. Distance from center line of County Road to property line;
3. Width of proposed driveway;
4. Distance from driveway to nearest county road intersection;
5. Location and associated easements of boundary fences, irrigation ditches, pipelines and utilities, proposed and existing, associated with the proposed approach.

B. Development Schedule: The site plan shall also include a development schedule indicating the approximate dates when construction can be expected to begin and be completed.

Montezuma County Road Department PRELIMINARY INSPECTION Specifications:

Note: Final approval of driveway approach construction shall be contingent upon but not limited to meeting the following specifications.

1. **Drainage:** Culvert required? No Yes
Culvert Length (feet): _____ Diameter (inches) 12 15 18 Other _____
2. **Grade:** At the point of intersection with County Road the intersection driveway shall sustain a 6 inch minimum depth of ¾ inch minus gravel and shall not be more than +3% or not less than -3% grade for a distance of 15 feet from the edge of the road. Surface elevation of driveway intersection with county road shall not exceed the surface elevation of the edge of the road. Side slopes on culverts shall not exceed 2:1 slope.
3. **Approach Width:** The driveway approach, from the point of intersection with the county road for a distance of 15 feet from the edge of the road shall sustain a minimum width of 20 feet.
4. **Sight distance /Visibility:** Acceptable? No Yes Comments: _____

Note: The driveway approach shall provide visibility in each direction of intersected roadbed of three hundred (300) feet or more, using 3.5 feet to reference eye level in a passenger car. New construction shall intersect existing county road at a 90 degree angle. All trees and brush shall be removed when these items will hamper visibility of users of the road at an intersection.

Montezuma County Road Department : _____

PRELIMINARY INSPECTION approval:

Date:

Applicant

Date

Agent

Date

Planning Department

Date

Attachments:

Site Plan Engineered Plans Development Schedule Road Plans

Other: _____

FINAL Road Department Approval:

Addressing Approval:

County Road Representative

Addressing Technician

SITE PLAN-COUNTY ROAD APPROACH PERMIT APPLICATION:

(You may submit a drawing from your surveyor in place of this sketch)



(Site Plan Drawing) Note: *You may submit a drawing from your surveyor in place of this sketch or you can also visit the County GIS Website at gis.co.montezuma.co.us to create a letter size map of your property.*

