

**BUHL HIGHWAY DISTRICT**  
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Neal D. Gier, Chairman  
Gary D. Reynolds, Commissioner  
Tim E. Smalley, Commissioner  
Ted J. Beus, Director  
Hailey M. Sears, District Clerk

## **USE OF RIGHT-OF-WAY APPROACH/DRIVEWAY PERMIT**

**All permitting will require the following documentation:**

- When applicable, Administrative Fee & Deposit (see fee schedule)
- Provide a site/plot plan
- When applicable, Provide a non-approved copy of your application from P&Z (i.e. Residential Building Permit, Commercial Building Permit, etc.)
- BHD Approach/Driveway Permit Application
  - Property owner's information must be used for the *Applicant* and *address*.

# BUHL HIGHWAY DISTRICT APPLICATION FOR APPROACH/ DRIVEWAY PERMIT

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## SECTION I - APPLICANT/PERMITTEE INFORMATION (TO BE COMPLETED BY APPLICANT/PERMITTEE)

I certify that I am the owner (or authorized representative of the owner) for the proposed property to be served and agree to do the work requested herein in accordance with the rules and regulations of the HIGHWAY DISTRICT, the General Provisions, the Special Provisions, and the Plans made a part of this Permit.

_____ <b>NAME OF PROPERTY OWNER</b>	_____ <b>NAME OF AUTHORIZED REPRESENTATIVE</b>
_____ <b>ADDRESS OF PROPERTY OWNER</b>	_____ <b>SIGNATURE</b>
_____ <b>DATE</b>	_____ <b>PHONE (CELL PHONE PREFERRED)</b>
_____ <b>CITY</b>	_____ <b>STATE</b>
_____ <b>ZIP</b>	_____ <b>EMAIL ADDRESS</b>

<b>ROAD NAME:</b> _____	<b>BETWEEN:</b> _____ & _____ <small style="text-align: center;">FIRST CROSS ROAD                      SECOND CROSS ROAD</small>		
<b>LOCATION:</b> _____			
<b>SIDE OF ROAD:</b> <input type="checkbox"/> North <input type="checkbox"/> South <input type="checkbox"/> East <input type="checkbox"/> West	<b>TYPE:</b> <input type="checkbox"/> New <input type="checkbox"/> Use of existing <input type="checkbox"/> Upgrade existing <input type="checkbox"/> Relocating Approach	<b>USE:</b> <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Field <input type="checkbox"/> Other: _____	<b>CIRCLE DRIVEWAY:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No

The Applicant shall contact the one call utility locating service and comply with all other requirements imposed upon an excavator pursuant to §55-2201, Idaho Code, et seq., and make every possible effort to have all utilities located. Upon completion of said work herein contemplated, Applicant shall notify the District that the project is completed and ready for a final inspection. Installation must be inspected and approved by the Director or his representative.



## SECTION II - WORK AUTHORIZATION (TO BE COMPLETED BY HIGHWAY DISTRICT)

<b>PUBLIC ROAD TYPE:</b> <input type="checkbox"/> Gravel <input type="checkbox"/> Pavement <input type="checkbox"/> Other	<input type="checkbox"/> Arterial <input type="checkbox"/> Collector <input type="checkbox"/> Local	<b>CULVERT(S): CORRUGATED METAL</b> <input type="checkbox"/> Not Required <input type="checkbox"/> Required Size: _____ Length: _____	<b>MAILBOX TURNOUT REQUIRED:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>PAVED APPROACH REQUIRED:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
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**SPECIAL PROVISIONS:**  
 \_\_\_\_\_  
**A copy of this Permit MUST be present at work site during construction**

<b>PERMIT</b>	<b>FINAL APPROVAL</b>
APPROACH MUST BE COMPLETE BY: _____ DIRECTOR OF HIGHWAYS: _____ DATE: _____ FEE: \$ _____ RECEIPT # _____	APPROVED DATE: _____ REJECTED DATE: _____ CORRECTIONS: _____ NO _____ YES, SEE ATTACHED DIRECTOR OF HIGHWAYS: _____

\*Note: This permit expires 90 days from date of issuance. If work is not completed to Highway District's standards within that time, the applicant may request a 90-day extension; otherwise, the application will be considered void.

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**General Provisions**

1. An application fee and security deposit shall accompany this permit. The application fee is non-refundable. The deposit will be refunded if the work under this permit is properly completed and inspected within the permit period. If the work is not properly completed within the permit period, the Highway District may at its discretion complete the work itself. The cost of any such work done by the Highway District will be charged against the deposit, and any charges beyond the deposit will be invoiced to the permittee.
2. Approaches shall be for the bona fide purpose of securing access and not for the purpose of parking, conducting business, or serving vehicles on the highway right-of-way.
3. No revisions or additions shall be made to an approach or its appurtenances on the right-of-way without the written permission of the Highway District.
4. The permittee shall furnish all material, labor, and equipment involved in the construction of the approach and its appurtenances. This shall include furnishing drainage culvert of a size specified on the permit, curb and gutter, concrete sidewalk, etc. where required. Materials and workmanship shall be of good quality and are subject to inspection by the Highway District.
5. The Highway District reserves the right to make at any time, such changes, additions, repairs, and relocations to any approach or its appurtenances within the highway right-of-way as may be necessary to permit the relocation, reconstruction, widening, and maintenance of the highway and/or to provide proper protection to life and property on or adjacent to the highway.
6. Driveways and rural approaches shall conform to the plans made a part of this permit. Adequate drawings or sketches shall be included showing the design, construction requirements, and proposed location of the approach. All approaches shall be in accordance with the standard provisions set forth in the Highway Standards and Development Procedures for the Highway Districts of Twin Falls County, Idaho.
7. The Highway District may change, amend or terminate this permit or any of the conditions herein enumerated if the permittee fails to comply with its provisions or requirements as set forth herein.
8. During the construction of the approach(es), such barricades, signs, and other traffic control devices shall be erected and maintained by the permittee, as may be deemed necessary by the Highway District. Said devices shall conform to the current issue of the Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD). Parked equipment and stored materials shall be as far from the travel way as feasible. Items stored within 30 feet of the travel way shall be marked and protected.
9. In accepting this permit, the permittee, its successors and assigns, agrees to hold the Highway District harmless from any liability caused by the installation, construction, maintenance, or operation of the approach(es).
10. If the work done under this permit interferes in any way with the drainage of the highway, the permittee shall wholly and at his own expense make such provision as the Highway District may direct to correct said drainage.
11. On completion of work under this permit, all rubbish and debris shall be immediately removed, and the roadway and roadside shall be left neat and presentable and to the satisfaction of the Highway District.
12. The permittee shall maintain at his or their sole expense the structure for which this permit is granted in a condition satisfactory to the Highway District.
13. Neither the acceptance of this permit nor anything herein contained shall be construed as a waiver by the permittee of any rights given it by the Constitution or Laws of the State of Idaho or of the United States.
14. No work shall be started until an authorized representative of the Highway District has given notice to the permittee to proceed.
15. This permit shall be void unless the work it covers is completed before the permit expiration date.
16. The Highway District hereby reserves the right to order the change of location or the removal of any structure(s) or facility(ies) authorized by this permit. Said change or removal is at the sole expense of the permittee, or its successors and assigns.
17. Pursuant to Idaho Statute, Title 55, Chapter 22, The permittee shall call Dig Line at 1-800-342-1585 two working days in advance of any excavation.