



Wood County Engineer
John M. Musteric, P.E., P.S.
1 Courthouse Square, 3rd Floor
Bowling Green, OH 43402
Phone: 419-354-9060
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General Permit	
County Permit No:	_____
Date:	_____
Fee:	_____
Cash:	_____
Credit Card:	_____
Check:	_____
No.:	_____
Receipt No:	_____

Available online at www.engineer.co.wood.oh.us

APPLICANT/OWNER INFORMATION:

INSPECTED BY _____ DATE _____

Name: _____ Company: _____
Address: _____ City/State/Zip: _____
Phone: _____ Cell: _____
Fax: _____ Email: _____

CONTRACTOR INFORMATION:

Name: _____ Company: _____
Email: _____ Cell: _____

PROJECT LOCATION:

Owner: _____ Address: _____
Subdivision: _____
Anticipated Construction Begin Date: _____ Completion Date: _____
Plat Number: _____ Lot Number(S): _____
Parcel Number: _____ Township: _____

PERMITS ARE VALID FOR 180 DAYS.

Application made by: _____ Date: _____
Printed/Owner: _____ Printed/Contractor: _____
Signature/Owner: _____ Signature/Contractor: _____

Please select how you would like to receive your permit: _____ US MAIL _____ EMAIL

By signing this permit Application, the Applicant/Owner, Permit Holder, their successors-in-interest, employees, contractors, agents, or assigns agree to indemnify and hold Wood County, the Wood County Engineer, the Board of County Commissioners, their employees, agents and assigns, harmless for injuries or death to persons or damage to property resulting from the work performed under the permit and will indemnify them against any and all liability, loss, damages, cost or expense which they may incur, suffer or be required to pay by reason of the work performed under this permit.

Approved by: _____
John M. Musteric, P.E., P.S.
Wood County Engineer

Date: _____

I hereby make application for a permit to install or perform work in the public right-of-way of the unincorporated areas of Wood County for a: (check all items that apply):

ACCESS: ___ Curb Cut (\$25) ___ Driveway (\$25) ___ Private Drive Culvert (\$100) ___ Twp Permit(Y/N)
R.C. 5552.02/5543.16

PRIVATE DRIVE CULVERT: (Complete the following information)

Road Name: _____ Side of Road: _____
Distance to Nearest Crossroad: _____

Note: Install culvert to the proper grade with the size and type of material as specified by the WCE. Contact (419) 354-9069 for sizes and to schedule any associated work. See also General Condition No.1 attached.

FOR OFFICE USE ONLY

Existing Culvert: Yes ___ No ___ Size if Known: _____
Acres Drained: _____
Ditch Number, if known: _____ Size and Pipe Type Recommended _____
Grade Set: _____ Date: _____ By: _____

Grade Checked: _____ Date: _____ By: _____

CURB CUT OR DRIVEWAY: (Complete the following information)

1. ___ Residential ___ Commercial driveway to parcel located on the ___ N, ___ S, ___ E, ___ W side of _____ (Road Name), approximately _____ +/- feet ___ N, ___ S, ___ E, ___ W of _____ (Nearest Road Intersection).
2. Approximately _____ +/- feet of curb will need to be cut down as part of this driveway installation.

Note: Curb cuts shall be saw cut or curb removed and reconstructed with a curb drop to a point no less than one and one-half (1-1/2) inches above the surface of the pavement and shall not exceed ___ feet in length.

UTILITIES: ___ Gas (\$25) ___ Electric (\$25) ___ Cable (\$25) ___ Fiber Optic (\$25)
R.C. 5547.04/1723.02 ___ Water (\$25) ___ Sanitary (\$25) ___ Storm (\$25)

Description: _____

ROADWAY: ___ Open Cut (\$350) ___ Road Bore (\$350) ___ Storm Tap (\$100) ___ Other (\$25)

R.C. 5543.09

Description: _____

STORM TAP: (Complete the following information)

1. ___ Size for the pipe for footer tile, sump pump or general lot/parcel drainage to _____ (Location description).

2. Notes or Alternate Description _____.

OPEN CUT/ROAD BORE

1. Size and slope of the conduit shall be as set by the WCE. Plastic pipe must be 12 inches minimum in diameter, have a minimum of six (6) inches of back fill over the conduit and 18 inches of additional cover.
2. Construct the final surface to drain and slope away from the edge of pavement.
3. Install a temporary wearing surface of three (3) inches of Asphalt Cold Mix immediately after backfilling all trenches to maintain disturbed road surface.
4. Install permanent replacement pavement to match existing asphalt/stone composition or the WCE minimum pavement replacement (standard of four (4) inches of asphaltic concrete on twelve (12) inches of aggregate base), whichever is greater.
5. Submit a maintenance bond for \$7500.00 to the Wood County Commissioners for 12 months.
6. See General Conditions attached for other relevant requirements.

General Conditions

For purposes of the Application(s) and General Conditions, "Wood County Engineer (WCE)" means the elected official or a duly authorized employee of the WCE's office.

Applicants/permit holders shall comply with the following:

1. Attach detailed plans and drawings, including elevations and materials to be used, for work performed under the permit. Describe briefly and include a sketch of the traffic control and maintenance anticipated for this project.
2. Submit a schedule of all work to be performed in the public right-of-way two (2) weeks prior to starting work. If schedule changes, contact WCE at (419)260-7318 or (419)354-9060. Failure to timely submit a schedule of work can result in revocation of the permit.
3. Notify the WCE (419)354-9060 seven (7) working days prior to commencing the work under the permit or if you are requesting grade stakes. Notify the WCE seven (7) days prior to commencing work if a detour is necessary.
4. Keep the permit in the possession of the person in charge of the work site who shall produce the permit upon request by WCE personnel.
5. Obtain prior WCE approval of any revisions to the work described in the application or the attached plans.
6. Perform all work in accordance with Ohio Department of Transportation's (ODOT) current edition of Construction and Material Specifications, this permit and all special conditions and attachments.
7. Keep all pavements, drive areas, etc. clean within work and haul areas and to restore all disturbed areas to the condition that existed prior to performing the work or better, and to the satisfaction of the WCE.
8. Furnish and maintain lights, signs, barricades and flagger's necessary for the protection of traffic at all times, day and night, during the work listed under this permit. All traffic control devices, flaggers, traffic maintenance methods and other operations to provide for protection of traffic shall conform to the requirements of the ODOT Construction and Materials Specifications, Current Edition and the ODOT Manual of Uniform Traffic Control Devices for Streets and Highways, current edition, including all applicable revision.
9. Backfill all trenches under pavement, berms, sidewalks and all trenches within five (5) feet of the edge of pavement/berm using granular material (ODOT Item 703.11, Type 1 and Type 3) and to meet ODOT compaction requirements.
10. Call the WCE for approval of work prior to any backfilling or covering of work and for final inspection and approval at the completion of the project.
11. Replace or repair at the Applicant/Permit Holder's expense any right-of-way feature or structure determined to be damaged by the work performed under this permit and discovered within one year of the WCE final inspection and approval of the work.
12. Any roadside bank slides which occur within six months of the project completion shall be repaired by the permit holder, at their expense. Roadside bank slides occurring after six months of project completion shall be repaired by Wood County.

If the permit holder or his agent(s) performs work contrary to the approved plans and, after notice from the WCE fails to correct such work or remove such structure or material as directed, the WCE may, with or without further notice, correct the work, remove such structure or material, and/or place protective material, device or flaggers at the permit holder's expense.

If a road-related public improvement in the right-of-way requires the relocation or removal of work performed or equipment installed by a permit holder within the public right-of-way, the permit holder, after notice from WCE, must remove and/or relocate work and structures at the permit holder's expense. Removal and relocation shall be under the direction of the WCE, shall be performed in a timely fashion. Any additional cost due to delay, removal, or relocation by permit holder shall be assessed to the permit holder.