APPLICATION TO BUILD A RESIDENTIAL DRIVE OR FFE IN R/W

HCHD Form 1015 Revised 3/20/01

Hamilton County Highway Department
1700 S. 10th Street
Noblesville, IN. 46060
Ph: (317) 773-7770 Fax: (317) 776-9814

Permit #: _____

Instructions:

1. *A permit is not required for a residential drive being installed in a platted subdivision which has curbs and gutters in place at the location of the drive and where there is no drainage swale within the rights-of-way at the drive location. A drive either permitted or not permitted is not allowed to cross a limited access rights-of-way or a non-access easement.* ***A drive installed across a L. A. R/W or a non-access easement will be subject to a fine of up to $2500 and will be required to be removed at the owners expense.***
2. *Form must be completely filled out using a typewriter or printed using black ink. Any non-applicable blanks must be marked N/A.*
3. *Contact a Permit Inspector or consult the Hamilton County "Permit Manual for County Roads" for questions concerning this application.*
4. *A basic plan must accompany this application. The drawing must show the R/W, edge of pavement, construction details, drainage, existing driveways and other significant features within or immediately adjacent to the R/W (including septic system laterals and perimeter drains). The plan must show distances to the nearest intersecting roads and dimensions of all construction. Failure to include the above will result in the denial and return of your application.*
5. *A permit bond amount is not normally required for this permit. A permit bond may be required however upon review of the permit. The beneficiary on a permit bond shall be the* ***"Board of Hamilton County Commissioners, Hamilton County, Indiana"****.*
6. *Permit fee shall be check or money order made payable to the* ***"Hamilton County Treasurer"****.* ***Cash can not be accepted****. When complete, mail or hand deliver this signed application, along with the permit fee, permit bond (if required) and plan to the above address, Attention: "Permit Inspector".*

☐ Residential Drive..... _____ drive(s) @ $30 each = _____
(Must be less than 24 feet in width and serve no more than two dwellings.)

☐ Farm Field Entrance ..... _____ drive(s) @ $30 each = _____
(Must be less than 24 feet in width and serve as access for agricultural use which is not open to the public.)

➔ **For permitting all other drive types and road approaches use HCHD Form 1014.**

Check or money order #: _____ TOTAL PERMIT FEE..... .. ..= _____

Bond Company: _____ Bond Amount: $_____ Bond #: _____

Applicant's Name		Applicant's Internal Control #	Applicant's Status (Must mark one) ☐ Individual ☐ Partnership ☐ Corporation
Mailing Address			
City	State	Zip Code	
Contact Person	E-mail	Phone #	Fax #
Project Owner's Name (If different from applicant)			Phone #
Project Owner's Address (If different from applicant)			Fax #
City	State	Zip Code	
Project Location (Must be described in reference to centerlines of streets in feet. Use HCHD Form 1021 for additional locations in same project.)			
Project Purpose			

I hereby certify that I have the authority to bind the above named applicant and the owner of the facilities being installed under this permit to the terms, conditions and requirements of this permit. I have received a copy of the code, read and fully understand all requirements of Hamilton County Code Title 8, Article 17, Chapter 3, Section 2 concerning the permit and construction process and requirements. I also certify that I, the applicant and all persons performing the work authorized by this permit understand all requirements of the above referenced code and permit and will abide by all of their requirements and conditions. I further certify that I, the applicant and any persons performing work authorized by this permit will not make any changes in work from the approved plan and permit without receiving written permission from the Hamilton County Highway Department. The applicant and owner agrees and understands that Hamilton County does not warrant the accuracy of the limits of the right of way shown on this permit and further that Hamilton County's approval is limited to conveying it's approval to install the approved facilities only within legal road right of ways. If the facilities as shown on this permit are not within legal road right of ways, it shall be the applicant's duty to obtain the proper legal access to the property to install said facilities as shown on the plans. The applicant, owner and I agree to pay all attorney's fees, court costs and other damages or costs incurred by Hamilton County in enforcing the terms of this permit, enforcing the County Code or which are a result of litigation incurred by the County as a result of this permit. The applicant, the owner of the facilities being installed under this permit and I understand that in the event Hamilton County determines that any of the facilities installed under this permit need to be repaired, relocated or removed from the rights-of-way, that the owner or any subsequent owner of the facilities agrees to maintain, relocate or remove these facilities in a timely manner at no cost to Hamilton County or its successors. The applicant, owner and I agree that the commencement of work covered by this permit will serve as our acceptance of all terms, conditions and requirements of the approved permit. I hereby certify that this drive does not cross a limited access rights-of-way or a non-access easement.

Signature	Date
Printed Name	Title

Do Not Write In this Section - Surveyor's Office Use Only

☐ This project does not affect a regulated drain.

☐ This project affects the following regulated drain(s) and an application must be made with the Hamilton County Drainage Board for construction within a drainage easement.

Surveyor, Hamilton County: _____ Date Approved: _____

Do Not Write In this Section - Highway Department Use Only

This Permit Is Approved:

☐ As submitted. ☐ Other: _____

☐ Subject to the attached conditions. _____

☐ Subject to the changes noted on the plans.

Permit Inspector: _____ Date: _____