



213 N. 4<sup>th</sup> Street  
P.O. Box 1669  
Westcliffe, CO 81252  
Off: 719-783-2281 / Fax 719-783-0391

Installation Instructions for Ingress and Egress on County Maintained Roads  
**DRIVEWAY ACCESS**

Application must be filled out completely.

There will be a \$400.00 permit fee for ingress and egress on Custer County maintained roads.  
Roundabout driveway will require 2 permits

Properties accessible from a subdivision road must be accessed from the subdivision road unless unusual circumstances exist.

The proposed driveway must be clearly staked or flagged prior to making application for a permit.  
Providing a plat map showing subdivision, filing, road name or number and lot number is helpful in filling out the application.

Culverts will have a **MINIMUM** length of thirty (30) feet. The inspector will determine the diameter and length of the culvert needed during the initial inspection.

Visibility from the driveway must be a minimum of 300 feet in both directions.

Installed culverts must be **Metal** and of annular or spiral construction, **NO PLASTIC**.

Culverts must have a minimum of 6 inches of fill dirt, and the top of the fill dirt must be level with the grade of the road.

Allow at least 2 weeks for the date of application for the initial inspection to be completed.

When completed applicant must notify C.C R & B for final inspection.

The driveway must be completed within 90 days from the date of application, in the event work is not completed within that 90-day period you must request an extension in the event. No, request for an extension will access additional fee of **\$400.00**.



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## DRIVEWAY ACCESS PERMIT

Date of Issue: \_\_\_\_\_ PERMIT # \_\_\_\_\_

Name (s) of Landowners: \_\_\_\_\_  
Contact phone# \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Legal Description or Address of Property: \_\_\_\_\_

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

**THIS PERMIT IS ISSUED FOR THE PURPOSE OF AUTHORIZING THE ABOVE-NAMED APPLICANT TO INSTALL A DRIVEWAY APPROACH WITHIN A PUBLIC RIGHT OF WAY.**

**FAILURE TO OBTAIN THIS PERMIT BEFORE COMMENCING WORK WILL RESULT IN A PENALTY FEE OF \$600.00 ASSESSED THE PROPERTY OWNER**

**THERE WILL BE A CLEAN OUT FEE OF \$450.00 IF ROAD AND BRIDGE HAS TO CLEAN OUT CULVERT**

**NOTE: TO APPLICANT: C.C R&B MUST BE NOTIFIED UPON COMPLETION**

Permit Fee: \$400.00      Penalty Fee \$ \_\_\_\_\_      Total Fee \$ \_\_\_\_\_      Ck# \_\_\_\_\_

Property Owner or Contractor \_\_\_\_\_  
Contact phone# \_\_\_\_\_

Agent for C.C. R & B \_\_\_\_\_

Culvert Size Will be determined by CCRB \_\_\_\_\_

Note: Roundabout driveway will require two separate permits

Final Inspection By: \_\_\_\_\_ Date: \_\_\_\_\_

Minimum Culverts Requirements: 15" x 30' (Size to be determined by C.C. R & B Supervisor/Asst Supervisor) **NO** plastic culverts will be allowed in County right away