

WAYNE COUNTY HIGHWAY DEPARTMENT

DRIVEWAY INSTALLATION AND REPLACEMENT POLICY

Purpose: To establish consistent, standard procedures for the sizing, original installation and replacement of existing driveways and driveway pipes on Wayne County roads.

- All requests for new or replacement driveways and driveway pipes shall be made by contacting the Wayne County Highway Department. A pre-paid installation fee of \$200.00 per each 20 foot length of pipe will be required for all new driveway pipe installations or additions to existing driveway pipes to be installed by the County Highway Department. If no pipe is required for the driveway, there will be no fee for the permit.
- Upon receiving an initial driveway request, a County Highway Department representative will meet with the interested property owner to review existing site conditions, determine the proper diameter and length of pipe to purchase and whether end sections are required. The property owner will receive a Driveway Permit Application and brief instructions on what is required on the application from the Highway Department representative. The property owner shall mark the location of the proposed driveway with wooden stakes or with roadway marking paint on the shoulder of the road.
- All new driveway pipe and fittings required (as determined by Wayne County Highway Department) shall be purchased by the property owner requesting such new installation. The property owner will notify the Wayne County Highway Department when they have obtained the required pipe and fittings. Installation work will be scheduled to start as soon as practical. No driveway installation work shall proceed prior to receipt of the required installation fee. Checks should be made out to: Wayne County Highway Department.
- All new and replacement pipes shall be ADS or Hancor smooth bore polyethylene (when possible) or equal as approved by the Wayne County Highway Superintendent or his designee. All 12"- 48" pipes shall meet AASHTO M294-97 Type S requirements.
- All material costs for replacement pipes and/or additions to existing pipes requested by the property owner shall be borne by the property owner if it is determined upon inspection of the pipe that the pipe has not been damaged by the Wayne County Highway Department and that the pipe is functioning properly.
- All driveway pipes installed by private contractors or individuals without prior approval and permission of the Wayne County Highway Department shall be subject to removal and re-installation to the satisfaction of the Wayne County Highway Superintendent or his designee at no cost to the Wayne County Highway Department.
- Any additional headwalls, retaining walls, decorative work, driveway pipes, etc installed at new or existing driveways, within the County right-of-way, without the prior approval of the Wayne County Highway Superintendent or his designee is prohibited and will be subject to removal by the owner at no cost to the Wayne County Highway Department.