

City of Huron  
Planning and Zoning Dept.  
417 Main St.  
Huron, Ohio 44839  
P: 419-433-5000  
F: 419-433-5120



**Right of Way (ROW) Permit Application  
(Street Openings, Driveways, Sidewalks)**

**Property Owner**

Name: \_\_\_\_\_  
Address, City, State, Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Contractor (must be registered with the City of Huron)**

Name: \_\_\_\_\_  
Address, City, State, Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Location of Project**

Address: \_\_\_\_\_ County Parcel Number: \_\_\_\_\_ Lot #: \_\_\_\_\_

**Zoning District & Flood Zone Designation**

<b>Zoning District:</b>	R-1	R-1A	R-2	R-3	B-1	B-2	B-3	I-1	I-2	P-1	M
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<b>Flood Zone:</b>	A	AE	AO	AH	X (shaded)		(Definitions 1135.02(14))
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**Project Information**

Driveway Disturbing ROW: New \_\_\_\_ Replacement \_\_\_\_

Sidewalk: New \_\_\_\_ Replacement \_\_\_\_

Installation of conduit and/or pipe of any type: \_\_\_\_

Other: \_\_\_\_\_

Description of Project (include square feet/linear feet) Proposed dates: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Estimated cost of the project: \_\_\_\_\_.

**Items required to be submitted with this application:**

1) Site/Utility Plan. The plan must include the following information:

\_\_\_ Dimensions of the Lot /All Property Lines

\_\_\_ Proposed improvement drawn to scale, showing exact dimensions and types of materials. \_\_\_

\_\_\_ Setbacks: Dimensions from Proposed Improvement to Property Lines: **\*3' setback from property line for driveways. Max width of driveway apron 24'.**

2) Non-refundable permit fee of \$50.00

3) Refundable Cash Bond in the amount of \$500.00 or a Surety Bond in the amount of \$5,000.00

4) Contractor Registration Certificate #\_\_\_\_\_.

5) Liability Insurance Certificate in the amount of \$1,000,000, naming the City of Huron as an additional insured.

6) Review the attached Specifications for construction and schedule required inspections as noted.

I hereby certify that I am the owner of record of the named property or that the proposed work is authorized by the owner of record and/or I have been authorized to make this application as an authorized agent, and agree to conform to all applicable laws, regulations, and ordinances. All information contained within this application and supplemental materials is true and accurate to the best of my knowledge and belief.

**Incomplete applications will not be accepted, please complete all applicable sections and attached the required site plan.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PLEASE NOTE: DO NOT APPLY FOR PERMITS UNLESS YOU ARE READY TO BEGIN YOUR PROJECT WITHIN 6 MONTHS. BONDS SHALL BE HELD UNTIL FINAL INSPECTION AND AUTHORIZED RELEASE. PERMITS EXPIRE 12 MONTHS FROM DATE OF ISSUANCE.

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**For use by City of Huron Zoning Department:**

Date of Submission:
Site Plan Included?:
Comments/Additional Information requested:
Denial reason:

**Street Opening, Driveway, Sidewalk Specifications**  
**(Sections 1133.15, 1133.16)**

**The following specifications shall be considered minimums for driveway right of way areas :**

- Aprons: 3' Side Yard Setback off property line. 24' max width.
- Aprons: Concrete not less than six (6) inches in thickness for residential aprons; not less than eight (8) inches thick for commercial aprons.
- The final grade of the curb shall meet that of the pavement.
- A minimum of 1 ½" of the original concrete curb shall remain along the flow line.
- The existing curb shall be professionally removed with a horizontal saw or a concrete grinder.
- There shall be a minimum ½" expansion joint between the new driveway and the curb.

**The following specifications shall be considered minimums for driveways:**

- Concrete not less than four (4) inches in thickness, or with bituminous surface not less than four (4) inches thick consisting of two and one half (2 1/2) inches of compacted #301 binder course and one and one half (1 1/2) inches of compacted #404 surface course over a four (4) inch compacted aggregate base or paving with semi-pervious materials that are able to withstand vehicular traffic or other heavy impact uses is permitted (e.g. permeable pavers, porous asphalt, porous concrete)

**The following specifications shall be considered minimums for sidewalks:**

- Four (4) feet in width, Four (4) inches in thickness, on a two (2) inch stone base.

**Inspections Required:**

- Initial inspection of excavated area before base is applied.
- After cut is made in the curb and the sub-base is compacted.
- Final inspection after the concrete is poured and the expansion cuts are made.

Once the project has passed final inspection, the process to return the cash bond will be initiated. If the installation fails to pass inspection or in the event of failure to schedule required inspections, the applicant will forfeit the cash bond.

- Contact the Street Foreman at least 24 hours in advance to schedule inspections.**

**Contact Information: 419-433-5000**

Street Foreman, Steve Didelot ext. 1812

City Engineer, Larry Fridrich ext. 1103