

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

Zoning District:	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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Flood Zone:	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.**

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.

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: 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