



# LINCOLN COUNTY ROAD DEPARTMENT

Libby (406) 293-4557 | Troy (406) 295-4420 | EUREKA (406) 889-3702



## APPLICATION FOR COUNTY ROAD ACCESS & INSPECTION FEE - \$50.00

***Notify the Lincoln County Road Department & pay the applicable fee before constructing approach. Show proof of payment to the road department.***

The terms of this permit application are accepted and agreed to by:

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Date

Applicant Address: \_\_\_\_\_  
\_\_\_\_\_

### REVIEW OF APPLICATION FOR APPROACH

Road/Street \_\_\_\_\_

Location \_\_\_\_\_

Please attach a brief diagram of the proposed approach (*preliminary plat or lot layout*) site including location and size of any culvert, angle of the approach, road name, and material to be used.

Complete Application Received?      Yes \_\_\_\_\_      No \_\_\_\_\_

Inspection Fee Paid?      Yes \_\_\_\_\_      No \_\_\_\_\_

Plans/Specifications Submitted?      Yes \_\_\_\_\_      No \_\_\_\_\_

### PRELIMINARY INSPECTION OF APPLICATION RECOMMENDED FOR:

Approval \_\_\_\_\_    Conditional Approval \_\_\_\_\_    Disapproval \_\_\_\_\_

List conditions of approval or disapproval, if any: \_\_\_\_\_

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

\_\_\_\_\_  
District Road Foreman

\_\_\_\_\_  
Date

*Permit is good for 6 months upon receipt of the completed application form*

### FINAL INSPECTION OF APPROACH:

Approach is installed, per the Application and Preliminary Inspection Report.

\_\_\_\_\_  
District Road Foreman

\_\_\_\_\_  
Date

# CONSTRUCTION OF APPROACHES TO LINCOLN COUNTY ROADS

## I. GENERAL POLICY

- A. All new or modified approaches constructed to a County road by any person shall require an approach permit. A copy of the application for a permit is attached to this ordinance.

## II. SECURING AN APPROACH PERMIT

- A. A request for a permit to construct or reconstruct any residential, commercial or industrial road approach should be made on an application form.

- B. **A \$50.00 fee will be charged.**

- C. Applications are available at the following locations:

Lincoln County Annex – Libby  
North Lincoln County Annex – Eureka  
County Shops - Libby, Troy & Eureka

Applications are also available through the mail and email from:

Lincoln County Planning Department  
418 Mineral Avenue  
Libby, MT 59923  
[www.lincolncountymt.us/subdivision\\_regulations.htm](http://www.lincolncountymt.us/subdivision_regulations.htm)

- D. The proper applicant for an approach permit is the owner or the contract purchaser of the property being served.
- E. A brief illustrated description of the proposed work shall be included in the request together with a legal description of the property being served and the name, address and telephone number of the applicant.
- F. Upon receipt of the completed application form, the District Road Foreman shall inspect the proposed location and approve or deny the request.
- G. If the application and inspection shows that it meets the requirements for construction, a permit shall be issued. If not approved, the Road Foreman shall notify the applicant and explain the necessary modifications required for approval. Notification is to be given to the Road Foreman upon of the project for final inspection. A copy of the permit will be sent after final inspection.

## III. DESIGN REQUIREMENTS

- A. **Materials** – The ‘permittee’ shall furnish all materials necessary for the construction of the approach and appurtenances authorized by the permit. This shall include drainage pipe (12 inch minimum), corrugated metal pipe only will be allowed, curb and gutter, concrete sidewalks, topsoil or sod. etc., as required. All materials, including base and surfacing, shall be of satisfactory quality and shall be subject to inspection and approval by the County.

- B. **Base and surfacing** – The ‘permittee’ shall supply, place, and properly compact the approach fill and base material. All base material shall consist of sand, sand-gravel, or sand and rock mixtures containing sufficient granular fines to fill the voids between the larger gravel and stone, and to permit compaction.
- C. **Drainage** – Drainage in road ditches shall not be altered or impeded. When drainage structures are required, size of opening, length of pipe and other design features must be approved by the County. All approaches shall drain away from the traveled way rather than drain onto the County road. Approaches shall also be constructed so as not to impair drainage within the County road right-of-way, to alter the stability of the roadway sub grade or materially alter the drainage of the areas adjacent to the County road right-of-way. Culverts and drop inlets shall be installed where required and shall be the type and size specified by the County., Where the border area is regarded or landscaped, it shall have sufficient slope, culverts and drop inlets for adequate drainage.
- D. **Sight Distance** – 200 feet minimum of sight distance shall be maintained. Location of approaches shall try to be selected to provide maximum safety for road traffic.
- E. **Approach Grade** – The approach grade or slope of the approach shall be constructed to conform to the slope of the roadway shoulder from the edge of the traffic lane to the shoulder line and thence shall be sloped away to .08ft./ft for distance of 8 – 10 ft to place the low point of the driveway approximately 8 inches below the shoulder elevation.
- F. **Angle of Approach** – Every attempt shall be made to construct the approach as perpendicular to the roadway as possible, taking into consideration of the physical characteristics.
- G. **Sides of the Approach** – The sides of the approach shall have no more than a 6:1 slope.
- H. **Approach Width** – A Maximum of a 40’ radius will be allowed for a single dwelling access approach. For commercial or industrial access, the width shall be left to the discretion of the County road foreman.
- I. **Penalties** - Should the work fail to meet standards, or if a defect in said work creates a situation affecting public health, welfare or safety, the applicant is solely responsible for correction of the deficiency. If applicant, upon notification by the County Road Dept. fails to correct said deficiency, the Lincoln County Road Dept. may make or authorize such repairs as necessary. All costs incurred in said repair shall be charged against the Applicant, the Applicants heirs, assigns, or his bond. Emergency situations, as determined by the Road Dept. Office shall be corrected within 24 hours; all other situations shall be corrected within 30 days. Failure to comply with these requirements is subject to a fine not to exceed \$500.00.