



WASHINGTON COUNTY
ENGINEERING DEPARTMENT

County Administration Building
100 West Washington Street, Room 334
Hagerstown, Maryland 21740

TELEPHONE/MARCCOM: (301) 791-3123
TDD/HEARING IMPAIRED: (301) 791-3333
FAX: (301) 791-3193

M E M O R A N D U M

TO: All Interested Parties

FROM: Terrence P. McGee, P.E. *W.A.*
County Engineer

DATE: July 14, 1995

SUBJECT: Entrance Construction Standard

In too many instances, entrance connections to County roads and streets are not being constructed properly. The biggest single problem is the manner in which the driveways are tied into the edge of the roadway paving.

Attached you will find a print of our Standard Plate No. 9 showing the proper tie-in method. Please note the six foot minimum shoulder width and 1/2" per foot minimum shoulder slope that must be constructed before the entrance grade moves up or down. For those instances where paved shoulders do not exist, the first six feet of the driveway must match the shoulder slope as shown on the Standard Plate (1/2" per foot) unless directed otherwise by the County representative. The intent of this type of installation is to accommodate current drainage and allow for future upgrades. Starting immediately, any driveway connection to a County road or street not graded and paved in accordance with the County standard will be required to be reconstructed at the owner's expense.

It will be the responsibility of the Permittee to make his agent, contractor, or paver familiar with this requirement. Should anyone have any questions regarding entrance installations, do not hesitate to contact this office for assistance prior to installation.

krj

Attachment

cc: Board of County Commissioners
Permits and Inspections
Roads Department





Entrance Permit Conditions

NOTE: The conditions listed herein are the conditions of the entrance permit once issued. THIS SHEET ITSELF DOES NOT CONSTITUTE THE ENTRANCE PERMIT.

Special Conditions:

- (1) Driveway and property lines shall be staked prior to approval of subject permit.
- (2) Existing drainage along County right-of-way is not to be disturbed, unless otherwise approved in writing by the County Engineer.
- (3) Driveway must be paved minimum 25-feet from centerline of roadway.
- (4) The applicant must complete the driveway within two (2) years (Cash/Bond expiration date is shown on permit). If the construction of the entrance is in conjunction with the construction of a new home, the entrance must be completed prior to the issuance of the Use & Occupancy permit or at the end of the two year deadline, whichever occurs first. If the entrance is not constructed according to County standards within the designated deadline, the County will make the claim on the bond.
- (5) The permittee will assume the responsibility for damages to adjoining property which may be the result of any changes to the present drainage conditions and agrees to hold Washington County harmless from any action resulting from the changes.

General Conditions:

- (1) Maintenance of Traffic
 - (a) Pedestrians: Provisions must be made for the pedestrian to utilize the area without entering onto the pavement.
 - (b) Motor Vehicle: Normal traffic along County right-of-way must be maintained at all times, using signs, flashers, barricades, flagmen, etc.
- (2) No obstructions shall be placed on or within Washington County's right-of-way

without the written permission of the Washington County Engineering Department or its duly authorized agent.

- (3) All mud and debris tracked and/or spilled on the County highway shall be removed promptly to eliminate potential hazards. Mud on roadways is considered a violation of the State's erosion and sediment control requirements and, as such, is subject to the enforcement activities of the inspectors of the Maryland Department of Environment.
- (4) No equipment with cleated wheels or tracks is permitted on roadway or shoulder pavement, and any damage done to Washington County's property will be the responsibility of the permittee.
- (5) The use of explosives will not be permitted within ten (10) feet of the edge of pavement and/or within fifty (50) feet of any bridge or drainage structure. Extreme care must be taken to ensure no damage to the roadway. A minimum charge shall be used at all times.
- (6) No curbing shall be permitted within the limits of the County right-of-way, unless the Washington County Engineering Department grants permission. Such written permission shall be attached to and become a part of this permit.
- (7) PADS MUST BE USED ON ALL BACKHOE OUTRIGGERS.
- (8) Starting of work, within the County's right-of-way, or any occupancy thereof including ingress and egress, by the permittee and/or their agents, constitutes full acceptance of all the terms of this permit. Failure to comply with any of the terms of this permit constitutes a violation of the entire permit and could result in the termination thereof and denial of access until such time as the terms are complied with.
- (9) It is the responsibility of the permittee to make his agent or contractor familiar with the terms of the permit.
- (10) It shall be the responsibility of the permittee to notify the Washington County Engineering Department forty-eight (48) hours in advance of any construction and again upon completion for a final inspection. Failure to notify this office will be justification for cancellation of permit.

NOTE: Contact the Washington County Engineering Department at (240) 313-2400 with any questions concerning an entrance installation.