



# CASS COUNTY, MISSOURI

## Road & Bridge Department

30508 S. West Outer Road, Harrisonville, MO 64701

P- (816) 380-8360 F- (816) 380-8365

Effective as of May 2024

### Driveway, Commercial, Private Road, or Subdivision Entrances

In order to process your application for a culvert permit, the following information is required to be submitted at the time of application. **Applications cannot and will not be accepted electronically or by machine. Completed application and all associated information must be made at the Road & Bridge Department by the applicant / permit Holder. Commercial, private road or subdivision permits will require bonding.**

1. There will be an initial site inspection done by Cass County to determine culvert size, required location and other safety/site distance parameters.
2. Minimum Size for Culverts are as follows:
  - a. CMP = 15” diameter by minimum of 30’ length and maximum of 60’ length
  - b. Steel = 14” diameter or greater by 30’ length and maximum of 60’ length
  - c. Dual Wall HDPE with smooth wall interior = 15” diameter by minimum of 30’ length and maximum of 60’ length
3. Sight Stopping Distance: 250 feet minimum. If not met Permit may not be issued.
4. Sight Decision Distance: 275 feet minimum or from center of Intersection (if less than 275’ See Notes below and requires application to be made by owner of property and shall make known to all future owners/heirs.)
5. The desired location of proposed entrance must be marked on site.
6. Culverts shall be installed not more than 30 calendar days after permit is issued, except during periods of adverse weather conditions.
7. Entrances shall be located to conform to the existing ditch line(s) or as directed by the Road and Bridge Department.
8. Road and Bridge will NOT be responsible for surfacing of driveways in conjunction with the culvert installation.
9. All entrances shall be constructed in such a manner as not to divert drainage to a roadway.
10. Culverts/Entrances installed not meeting the specifications and/or causing drainage problems may be removed as necessary to correct the drainage problem. The cost of new installations shall be borne entirely by the property owner. Commercial, private road, or subdivision permits will require bonding in addition to the required permit fee.
11. A Required Permit fee of \$100.00 (exact cash or check only) is due at the time of application. This fee is required and non-refundable.
12. Inspection of installation shall be requested and completed by the Road and Bridge Department prior to covering.
13. Culvert cost and installation paid entirely by the property owner.

Applicant Name: \_\_\_\_\_

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

Applicant City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile #: \_\_\_\_\_

Applicants Position (Owner or Builder): \_\_\_\_\_

**Entrance Type (circle one)**

Residential Use

Ag Use

Commercial Use

Private Road Entrance

**SITE ADDRESS**

Site Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Date of Installation Requested: \_\_\_\_\_

Sight Distance measured N/E \_\_\_\_\_ S/W \_\_\_\_\_

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

**NOTES:**

1. Applicant is aware that the sight distance of this driveway is severely restricted. The sight distance is less than the minimum distance necessary for vehicle traveling at the posted speed to complete a stop prior to the Driveway.

2. Applicant understands that the existing site distance is less than current design standards and the driveway modifications, while beneficial to the owner, will not remedy the sight distance.

By signing below, I agree and understand the above notes apply to my specific location. I also agree to not hold the county liable for the location and or any issues that may arise from the intended location of the culvert/drive entrance.

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

Signature must be notarized.

Based on your site location and conditions it is the recommendation of the Road and Bridge Department that the following type be used.

- Corrugated Metal Pip (CMP)
- Smooth Steel Pipe
- Dual Wall HDPE with smooth wall interior
- Reinforced Concrete Pipe (RCP) \* Not allowed under or adjacent to granular surfaced roadways.

Approved for Cover by: \_\_\_\_\_

Final Inspection approved by: \_\_\_\_\_

Date Installed: \_\_\_\_\_

NOTES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_