

# Gem County Driveway Approach Packet

**\* Applicant shall complete entire Approach Packet**

- Property Owners - name, current resident address, phone number and email.
- Detailed description of the general location of the proposed approach.
- Builders - name and contact information:
- 
- 

- Mark the proposed driveway location with orange ribbon and lath.  
Orange ribbon provided by Gem County Road & Bridge

**\* Approach - Access Type**

- Residential     Commercial     Rezone     Subdivision
- Subdivision Name: \_\_\_\_\_

**\* Provide to Gem County Road & Bridge prior to Initial Approval**

- Property plat map and property markers                       Site plan for building placement
- Shared Access/Easement      Yes      No      \* Please provide documentation
- County Road Access              Yes      No
- Private Lane                      Yes      No      Road Name: \_\_\_\_\_

**\* Submit completed Approach Packet to Gem County Road & Bridge Department**

Gem County Road & Bridge shall take a minimum of 10 business days to approve or deny Approach Application.

Gem County Road & Bridge shall email permit status to the Property Owner and Gem County Development Services upon inspection.

**\*\* ALL GEM COUNTY APPROACHES SHALL REQUIRE A FINAL INSPECTION UPON COMPLETION OF DRIVEWAY\*\***

\_\_\_\_\_  
Property Owners Signature:

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

\_\_\_\_\_  
Gem County Road & Bridge Authorized Signature:

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

**GEM COUNTY ROAD & BRIDGE DEPARTMENT**

**402 NORTH HAYES STREET  
EMMETT, IDAHO 83617-2646  
208 365-3305 TEL ~ 208 365-2530 FAX**

PERMIT FEE:
PAID: _____
DATE: _____
Permit expires 1 year from initial approval date

**"APPLICATION FOR RIGHT OF WAY APPROACH PERMIT"**

**Initial Approval**

1. DATE: \_\_\_\_\_
2. PROPERTY OWNERS NAME: \_\_\_\_\_
3. CURRENT HOME ADDRESS: \_\_\_\_\_
4. HOME PHONE # \_\_\_\_\_ OTHER PHONE # \_\_\_\_\_
5. EMAIL ADDRESS: \_\_\_\_\_
6. PROPERTY ADDRESS ~ GENERAL LOCATION DESCRIPTION ~ PROPOSED APPROACH:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*\*I CERTIFY THAT I HAVE READ AND UNDERSTAND THE GEM COUNTY APPROACH PROVISION POLICY  
\*\*I CERTIFY THAT I AM THE OWNER OR AUTHORIZED REPRESENTATIVE OF THE PROPOSED PROPERTY TO  
BE SERVED**

7. SIGNATURE OF APPLICANT: \_\_\_\_\_

**\*\* (GEM COUNTY ROAD & BRIDGE DEPARTMENT USE ONLY) \*\***

AVAILABLE SIGHT DISTANCE: \_\_\_\_\_ ( N S E W ) \_\_\_\_\_ ( N S E W ) POSTED SPEED LIMIT: \_\_\_\_\_

SIZE OF CULVERT: \_\_\_\_\_ LENGTH OF CULVERT: \_\_\_\_\_

REMARKS OR INFORMATION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

INSPECTOR NAME: \_\_\_\_\_ INITIAL APPROVAL: \_\_\_\_\_ DENIAL: \_\_\_\_\_

\_\_\_\_\_  
GEM COUNTY AUTHORIZED SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**\*\*APPLICANT PLEASE NOTE\*\***

- \* Unless otherwise advised, PLEASE MARK the proposed driveway location with, orange flagging ribbon and lath.
- \* This Permit shall not be valid for excavation until, or unless, the provisions of Idaho Code Title 55, Chapter 22 have been complied with. CALL DIG LINE for utilities locates, DIAL 811.
- \* See Attachments for Gem County requirements on approach standards for sight triangle, culvert placement, approach angles and mailbox placement.
- \* TYPE OF CULVERT MATERIAL: "CORRUGATED METAL PIPE" (CMP)
- \* Driveway and Driveway Culvert, shall be maintained by resident and/or owner of property\*
- \* ALL APPROACHES SHALL REQUIRE A FINAL INSPECTION UPON COMPLETION OF DRIVEWAY.

**GEM COUNTY ROAD & BRIDGE DEPARTMENT**

402 NORTH HAYES STREET  
EMMETT, IDAHO 83617-2646  
208 365-3305 TEL ~ 208 365-2530 FAX

PERMIT FEE:
PAID: _____
DATE: _____

"APPLICATION FOR RIGHT OF WAY APPROACH PERMIT"  
Final Approval

1. DATE: \_\_\_\_\_
2. PROPERTY OWNERS NAME: \_\_\_\_\_
3. CURRENT HOME ADDRESS: \_\_\_\_\_
4. HOME PHONE # \_\_\_\_\_ OTHER PHONE # \_\_\_\_\_
5. EMAIL ADDRESS: \_\_\_\_\_
6. PROPERTY ADDRESS ~ GENERAL LOCATION DESCRIPTION~PROPOSED APPROACH:  
\_\_\_\_\_  
\_\_\_\_\_

**\*\*I CERTIFY THAT I HAVE READ AND UNDERSTAND THE GEM COUNTY APPROACH PROVISION POLICY  
\*\*I CERTIFY THAT I AM THE OWNER OR AUTHORIZED REPRESENTATIVE OF THE PROPOSED PROPERTY TO  
BE SERVED**

7. SIGNATURE OF APPLICANT: \_\_\_\_\_

**\*\* (GEM COUNTY ROAD & BRIDGE DEPARTMENT USE ONLY) \*\***

REMARKS OR INFORMATION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

INSPECTOR NAME: \_\_\_\_\_ FINAL APPROVAL: \_\_\_\_\_ DENIAL: \_\_\_\_\_

\_\_\_\_\_  
GEM COUNTY AUTHORIZED SIGNATURE:

\_\_\_\_\_  
DATE:

**\*\*APPLICANT PLEASE NOTE\*\***

**\*Driveway and Driveway Culvert, shall be maintained by resident and/or owner of property\***

**\*"ENCROACHMENTS" IDAHO CODE TITLE 40, CHAPTER 23.**

**If any highway laid out or erected is encroached upon by fences, buildings, or otherwise, the Director/Supervisor of Highways of the District may, orally or in writing, require the encroachment to be removed from the highway Right of Way**

## **Gem County Road & Bridge Department**

**402 N. Hayes Ave. Emmett, ID 83617**

**Phone 208-365-3305 ~ Email [gcrb@co.gem.id.us](mailto:gcrb@co.gem.id.us)**

### **Approach Locations**

Approaches shall be located so as not to create undue interference with, or hazards to, the free movement of normal roadway or pedestrian traffic, or cause areas of congestion. Approaches must be located where the roadway alignment and profile are favorable, i.e., away from sharp curves, steep grades, and/or where the sight distance would be adequate for safe traffic operations. Approach locations that restrict or interfere with placement and proper functioning of traffic control signs, signals, lighting, or other devices are not permitted.

At all approaches the sight triangle depicted in Exhibit – Figure V, H (attached), shall be protected.

Minimum sight distances for approaches should not be lower than the stopping sight distance on wet pavement (150 feet at 25 mph, 200 feet at 30 mph, 225 feet at 35 mph, 325 feet at 45 mph, 400 feet at 50 mph, and 450 feet at 55 mph). Recommended sight distances are 710 feet at 35 mph, 915 feet at 45 mph and 1130 feet at 55 mph. The recommended distance would allow a 50 foot truck to make a left turn from an approach and clear the near lane before a vehicle in the near lane had to slow down. A downgrade prior to the approach increases the sight distance requirement.

All approaches serving primarily truck traffic shall use a curb return approach in accordance with

Exhibit 8 – Figure IV, C (attached). The radius shall be adequate to accommodate truck turning movements, and the approach width shall be a minimum of forty (40) feet.

Private approaches onto arterial highway and collector highways should be designed and constructed to provide forward vehicular movement for ingress and egress to the adjacent properties. Approaches should be limited such that a minimum separation of three hundred thirty (330) feet center to center of approach is achieved. If unusual conditions prevent approach locations as specified above, the Applicant may request special consideration by the Gem County Road & Bridge Department (GCRB). All approaches should conform to the requirements in this policy.

Failure to comply with minimum requirements and/or recommendations may be sufficient cause for the GCRB to deny an approach location, prohibit specific approach usage, or revoke an existing approach permit.

## **Gem County Road & Bridge Department**

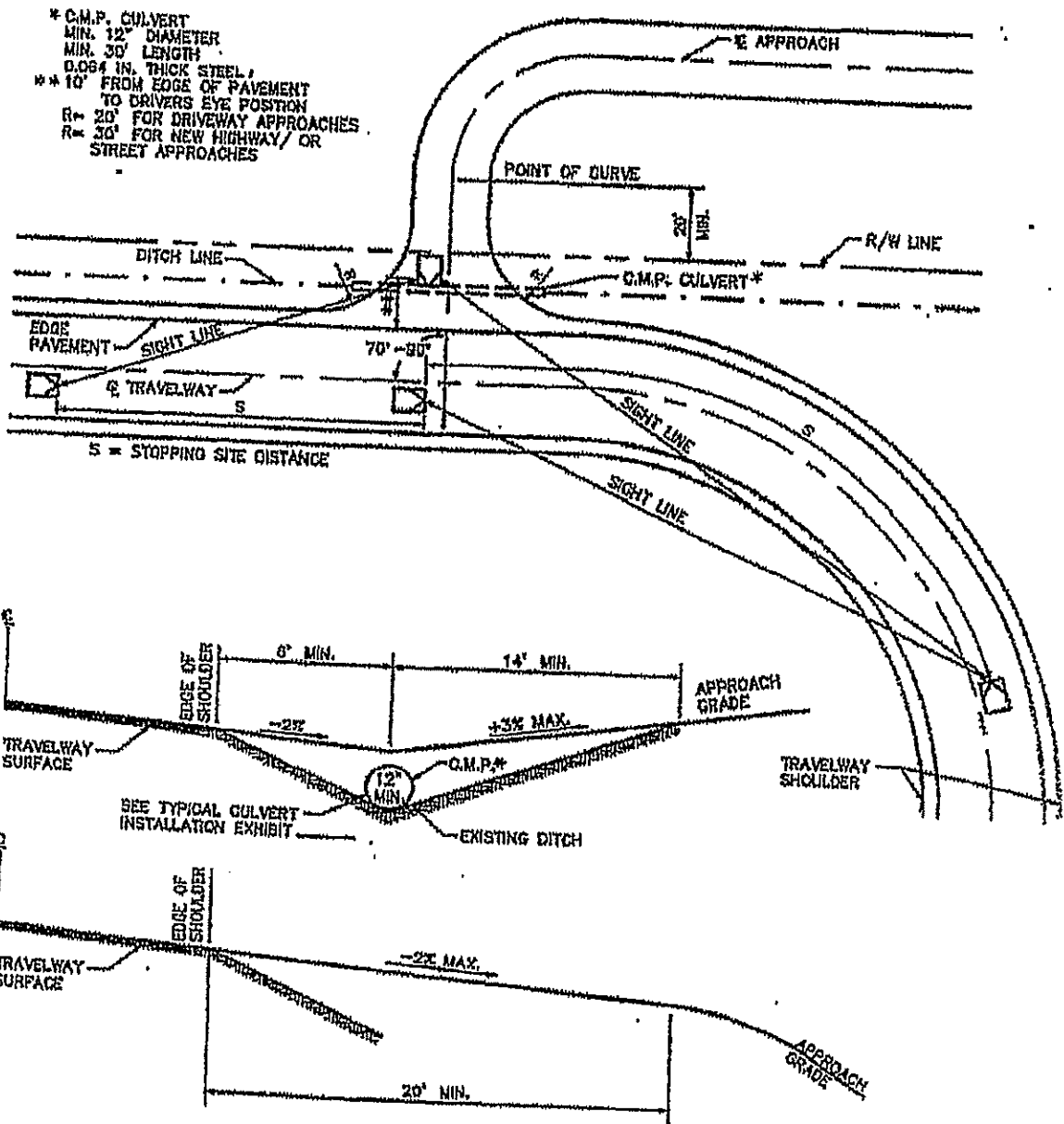
**402 N. Hayes Ave. Emmett, ID 83617**

**Phone 208-365-3305 ~ Email [gcrb@co.gem.id.us](mailto:gcrb@co.gem.id.us)**

### **GENERAL PROVISIONS (APPROACHES)**

1. A permit and assurance of performance filing fee in an amount established by the Gem County Road & Bridge Department shall accompany this application. If proper repair is made and accepted by the GCRB within the permit period, a portion of that fee may be refunded. If proper repair is not completed within the permit period, Gem County Road & Bridge Department will make the repair and any additional costs over and above the assurance of performance fee will be invoiced to the applicant in accordance with Gem County policy.
2. Approaches shall be for the bona fide purpose of securing access and not for the purpose of parking, conducting business or servicing vehicles on the highway right-of-way.
3. No revisions or additions shall be made to an approach or its appurtenances on the right-of-way without the written permission of Gem County Road & Bridge Department.
4. The permittee shall furnish all material, labor and equipment involved in the construction of the approach and its appurtenances. This shall include furnishing drainage pipe of a size specified on permit (12 inch minimum), curb and gutter, concrete sidewalk, etc. where required. Materials and workmanship shall be good quality and are subject to inspection by Gem County Road & Bridge.
5. Gem County Road and Bridge reserves the right to make at any time, such changes, additions, repairs and relocations to any approach or its appurtenances within the highway right-of-way as may be necessary to permit the relocation, reconstruction, widening and maintenance of the highway and/or to provide proper protection to life and property on or adjacent to the highway.
6. Driveways and rural approaches shall conform to the plans made a part of this permit. Adequate drawings or sketches shall be included showing the design, construction requirements and proposed location of the approach. All approaches shall be in accordance with the standard provisions and drawings set forth in the highway standards of Gem County Road & Bridge Department.
7. Gem County Road & Bridge may change, amend and/or terminate this permit or any of the conditions herein enumerated if permittee fails to comply with its provisions or requirements as set forth herein.
8. During the construction of the approach(s), such barricades, signs and other traffic control devices shall be erected and maintained by the permittee, as may be deemed necessary by Gem County Road & Bridge Department. Said devices shall conform to the current issue of the Manual on Uniform Traffic Control Devices for Streets and

- Highways. Parked equipment and stored materials shall be as far from the travel way as feasible. Items stored within 30 ft. of the travel way shall be marked and protected.
9. In accepting this permit, the permittee, its successors and assigns, agrees to indemnify and hold harmless, Gem county Road Department from any liability caused by the installation, construction, maintenance or operation of the approach(s).
  10. If the work done under this permit interferes in any way with the drainage of the highway, the permittee shall wholly and at his own expense make such provisions as Gem County Road & Bridge may direct to take care of said drainage.
  11. On completion of said work herein contemplated, all rubbish and debris shall be immediately removed and the roadway and roadside shall be left neat and presentable and to the satisfaction of the Gem County Road & Bridge Department
  12. The permittee shall maintain at his or their sole expense the structure or object for which this permit is granted in a condition satisfactory to the Gem County Road & Bridge Department.
  13. Neither the acceptance of this permit nor anything herein contained shall be construed as a waiver by the permittee of any rights given it by the constitution or laws of the State of Idaho or of the United States of America.
  14. No work shall be started until an authorized representative of Gem County Road & Bridge Department has given notice to the permittee to proceed.
  15. This permit shall be void unless the work herein contemplated shall have been completed before permit completion date.
  16. The Gem County Road & Bridge Department reserves the right to order the change of location or the removal of any structures or facilities authorized by this permit, with said change or removal to be made at the sole expense of the permittee or its successors or assigns.

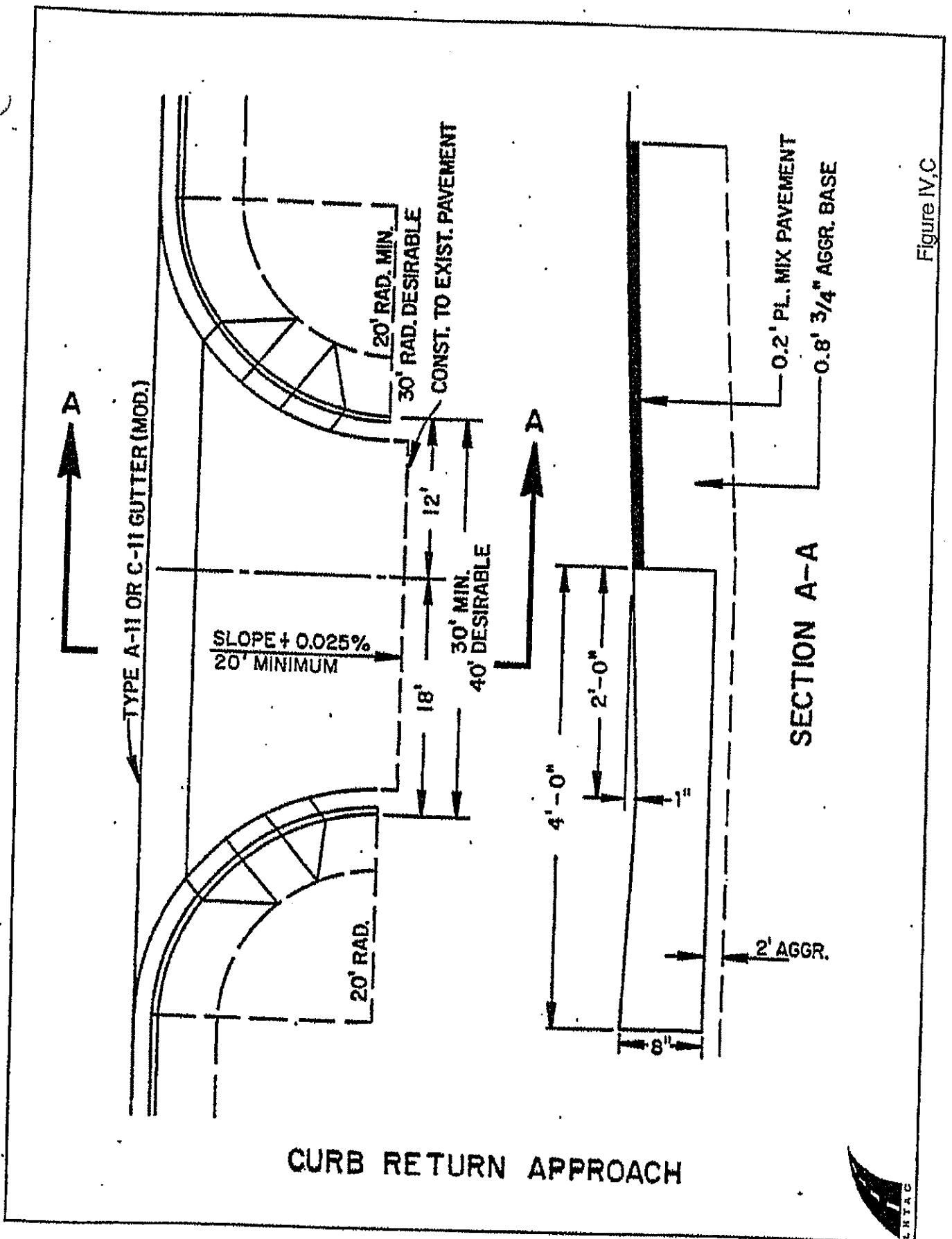


**STANDARD APPROACH POLICY**

N.T.S.



FIGURE V, H



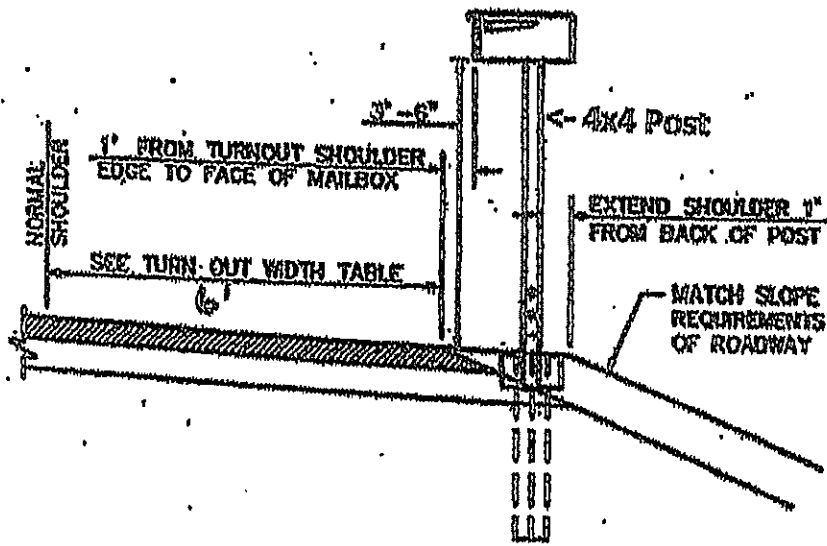
**CURB RETURN APPROACH**

**SECTION A-A**

Figure IV,C







MAILBOX SLOPE DETAIL  
N.T.S.