

**Jasper County**  
**Right of Way Management Policy**  
**DRIVEWAY PERMITS**

Adopted May 5, 2005

**Driveway Permits** - A permit issued to all applicants who wish to obtain access to, or improve an existing access, to a roadway maintained by Jasper County. A Driveway Permit shall be required for all work within Jasper County Right of Way or Right of Way Planned to be accepted by Jasper County when the following conditions are met.

**Conditions:**

1. Every new access point onto any roadway that is currently maintained by Jasper County or planned to be accepted by Jasper County.

Address: Jasper County Courthouse  
Room 101  
302 South Main Street  
Carthage, MO 64836

Phone: (417) 358-0421  
Fax: (417) 358-0483  
E-Mail: [tbenford@ecarthage.com](mailto:tbenford@ecarthage.com)

2. Every driveway improvement such as widening, surface upgrades and related ditching, (Sealing of existing hard surfaced driveways or adding additional gravel does not require a permit)

**Terms:**

1. The applicant shall stake and/or flag the proposed location where the Driveway is to be constructed. The Applicant shall contact the Jasper County Highway Department Road Superintendent or the Special Road District Representative to evaluate the location of the entrance and to determine culvert requirements. (See Exhibit D for Road District contact information)
2. Construction plans shall be submitted and approved before Jasper County will issue a Driveway Permit for Commercial or Subdivision entrances. (A sketch of the proposed work may be allowed for Private driveways)
3. Enter into a Driveway Permit agreement with Jasper County.

4. A minimum of 24 hour notice is required for all inspections under this permit. (See Exhibit D for contact information)

Inspections are required when the culvert is placed and when the driveway is ready for surfacing.

5. All disturbed soils shall be raked smooth, 2" and larger rocks removed, seeded with grass, and then mulched to limit erosion.
6. Corrugated metal pipes shall have a minimum slope of 2%.
7. Comply with all Jasper County Regulations. (See attached Driveway Details for Driveway requirements, Exhibit A, B & C)
8. Motorist must be protected by standards of the "Manual on Uniform Traffic Control Devices".
9. Any person who fails to obtain a permit for driveway work or any construction within Jasper County Right of Way will be subject to a fine of up to \$500.

**Mailboxes shall be of breakaway design and meet U.S. Postal service requirements.**

**No rock, stone, concrete, brick or large mailbox structures shall be allowed on Jasper County Right of Way.**

**JASPER COUNTY, MISSOURI  
DRIVEWAY PERMIT**

Fax (417) 358-0483

E-Mail: [tbenford@ecarthage.com](mailto:tbenford@ecarthage.com)

LOCATION: \_\_\_\_\_

DRIVEWAY TYPE: PRIVATE \_\_\_\_\_ COMMERCIAL \_\_\_\_\_

DRIVEWAY WIDTH: \_\_\_\_\_ FEET

CULVERT MATERIAL: CORRUGATE METAL \_\_\_\_\_ CONCRETE \_\_\_\_\_

Minimum pipe length shall be 30' without concrete end sections.

Minimum pipe length shall be 20' with concrete end sections.

Minimum pipe lengths are for 12 inch pipe and 1 foot of cover.

Larger Pipe or deeper cover will require a longer pipe.

CULVERT LENGTH: \_\_\_\_\_ FEET CULVERT SIZE: \_\_\_\_\_ INCHES

ROAD SURFACE: GRAVEL \_\_\_\_\_ OIL & CHIP \_\_\_\_\_ ASPHALT \_\_\_\_\_ OTHER \_\_\_\_\_

The Undersigned Applicant understands and agrees that all work stated above and accomplished in relation to the work stated above will be subject to the inspection and approval of Jasper County or an authorized representative as to construction methods, procedures, and the restoration of said County highway and/or right-of-way to its original or better condition. Work shall be completed in accordance with approved plans and as per Jasper County Regulations. See the Jasper County Right of Way Management Policy for specification and requirements. Exhibit A, B and C detail the requirements for driveways.

**The Applicant shall notify the County (See Exhibit D for contacts) before starting construction and when construction is completed.**

**A Copy of this permit must be on site during construction.**

**NOTE:** Your signature below indicates you have read fully and understand and agree to all of the above.

INDIVIDUAL OR COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ PHONE: \_\_\_\_\_ CELLULAR: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

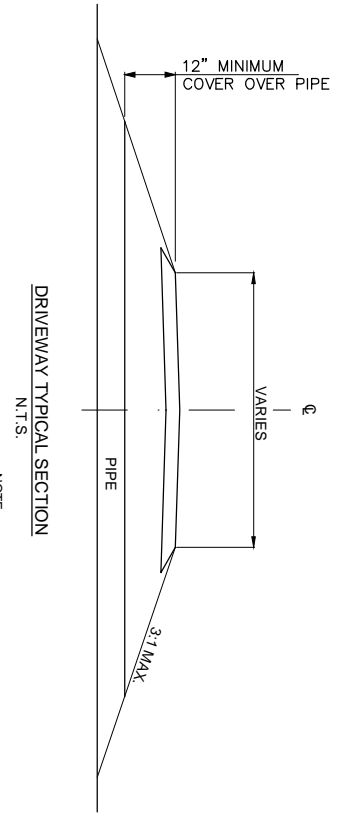
PHONE: \_\_\_\_\_ CELLULAR: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

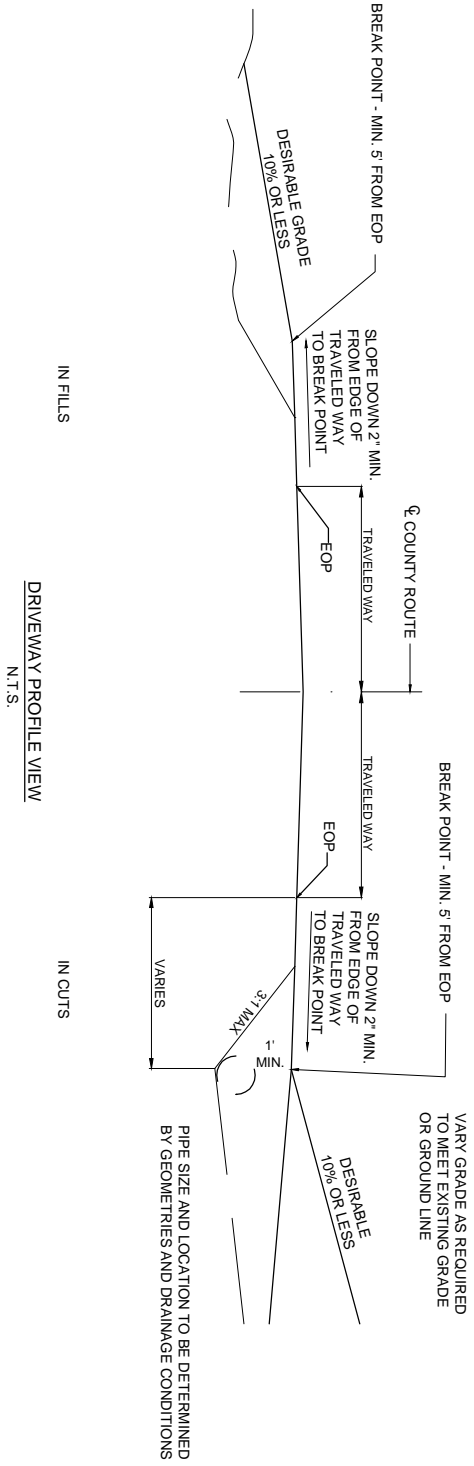
SIGNATURE OF JASPER COUNTY AUTHORIZED REPRESENTATIVE \_\_\_\_\_

ISSUE DATE: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_ PERMIT #: \_\_\_\_\_

# JASPER COUNTY STANDARD ENTRANCE DETAILS EXHIBIT A: DRIVEWAY SECTION & PROFILE



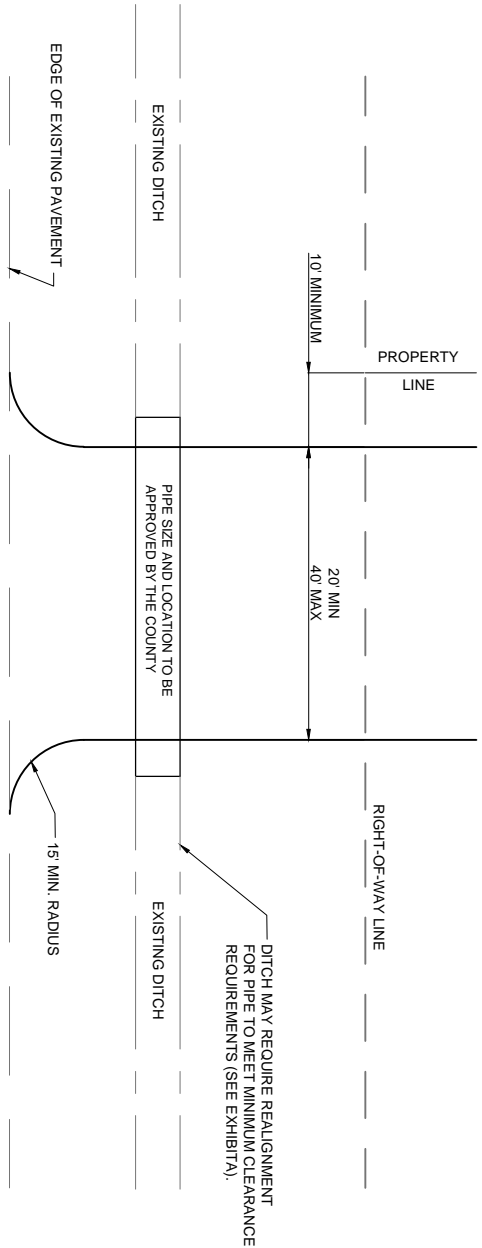
- NOTE:
- 1) DRIVEWAY PIPE SHALL BE CORRUGATED METAL OR CONCRETE.
  - 2) MINIMUM PIPE LENGTH SHALL BE 30' WITHOUT CONCRETE END SECTIONS.
  - 3) MINIMUM PIPE LENGTH SHALL BE 20' WITH CONCRETE END SECTIONS.
  - 4) MINIMUM PIPE LENGTHS ARE FOR 12" PIPE AND 1' OF COVER. LARGER PIPE OR DEEPER COVER WILL REQUIRE A LONGER PIPE.



VARY GRADE AS REQUIRED TO MEET EXISTING GRADE OR GROUND LINE

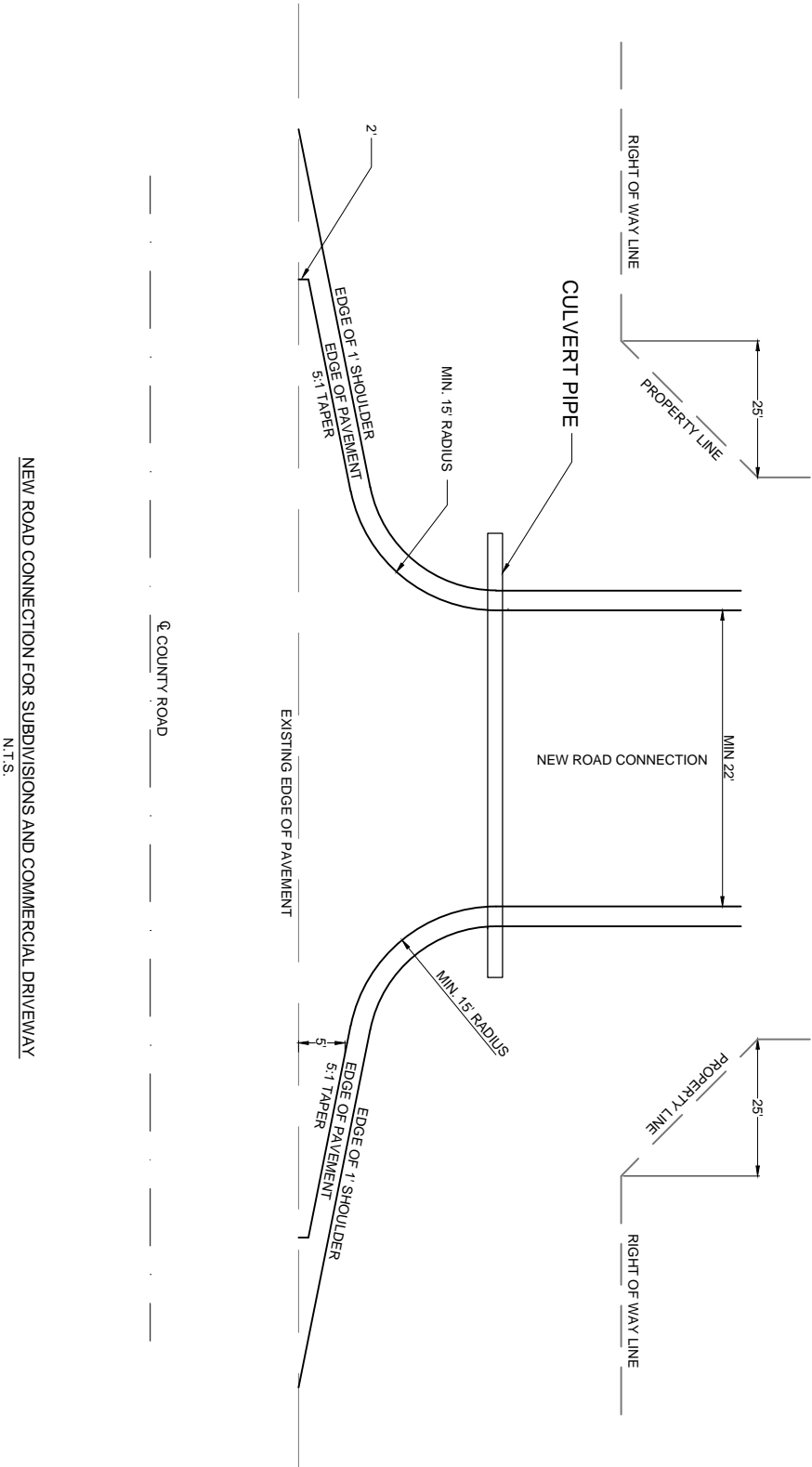
PIPE SIZE AND LOCATION TO BE DETERMINED BY GEOMETRIES AND DRAINAGE CONDITIONS

JASPER COUNTY  
STANDARD ENTRANCE DETAILS  
EXHIBIT B: RURAL DRIVEWAY PLAN VIEW



DRIVEWAY PLAN VIEW  
N.T.S.

JASPER COUNTY  
STANDARD ENTRANCE DETAILS  
EXHIBIT C: SUBDIVISIONS & COMMERCIAL DRIVEWAYS



## Exhibit D

### Jasper County Highway Department

#### **Jasper County Common Road District**

Bob Burris, Jasper County Highway Department Superintendent

Phone 358-0451

bburris@jaspercounty.org

Rowdy Baugh, Jasper County Highway Department Assistant Superintendent

rowdy@jaspercounty.org

Lenny Legg, Jasper County Sign Technician

jchd@sbcglobal.net

Mitch Stephens, Community Service/Litter Control Director

125 North River, Carthage, MO 64836

#### **Jasper County Highway Department, Sarcoxie Division**

Kenny Louden no email

Phone 439-5315

I-44 Loop and Fifth Street, Sarcoxie, MO 64862

#### **Carl Junction Special Road District**

Jerry York

Phone Barn 649-2149 cjsrd2@gmail.com

27940 Ivy Road, Carl Junction, MO 64834

#### **Carthage Special Road District**

Jim Wakefield, Superintendent

Phone 358-4127

no email

Curtis Cottingham, Assistant Superintendent

123 North Meridian, Carthage, MO 64836

#### **Joplin Special Road District**

Randy Cossey, Superintendent

Phone 624-3489 jsrd@cableone.net

Gene Eden, Assistant Superintendent

1016 Picher, Joplin, MO 64801

#### **LaRussell Special Road District**

Rodney Guinn

Phone 548-7689 rguinn@centurylink.net