

**SPECIFICATIONS  
AND  
MINIMUM STANDARDS  
FOR  
PERFORMING WORK  
WITHIN ROAD  
RIGHT-OF-WAY LIMITS  
IN  
VAN WERT COUNTY, OHIO**

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VAN WERT COUNTY ENGINEER  
EFFECTIVE JANUARY 1, 1993  
REVISED JANUARY 1, 1996  
REVISED SEPTEMBER 25, 1997  
REVISED OCTOBER 16, 2000

## SPECIFICATIONS

### PART 1 – GENERAL CONDITIONS

#### 1. APPLICATION FOR WORK WITHIN ROAD RIGHT-OF-WAY LIMITS

- A. Application by a landowner or contractor for authorization to perform work within the right-of-way limits of a county road shall be made in writing on a form available at the County Engineer's Office, 220 South Market Street, Van Wert, Ohio 45891. (See example attached)
- B. Application shall be made seven (7) days or more prior to the time contemplated to commence work at any crossing.
- C. No work may proceed within any county road right-of-way without written prior approval of the Van Wert County Engineer. (Revised code, section 5589.10)

#### 2. SCOPE

##### SPECIFICATIONS ARE APPLICABLE TO:

- A. Any work performed within road right-of-way limits.
- B. In the installation and maintenance of such structures, the work performed shall consist of the contractor engaged, furnishing all materials, supplies, labor, transportation, and performing all work in accordance with these specifications including and amendments and additions, if any, and including any drawings and maps that may be furnished by the engineer in connection or in explanation of these specifications.
- C. No expense whatsoever shall be incurred by Van Wert County nor by the Van Wert County Engineer in the granting of authorization for the contractor to accomplish the proposed project.

#### 3. DEFINITIONS

- A. Wherever in the specifications or upon the drawings the words directed, required and permitted, or words like import are used, it shall be understood that the direction, requirement and permission of the engineer is intended. Wherever words approved, acceptable, satisfactory or words like import are used they shall mean approved, acceptable, satisfactory to the engineer unless otherwise stated.
- B. Whenever the word engineer is used it shall be understood that the Van Wert County Engineer, 220 South Market Street, Van Wert County, Ohio is meant.
- C. Whenever the word County Engineer is used it shall be understood that Van Wert County, Ohio is meant.
- D. The roads referred to herein are all the roads maintained by Van Wert County. Nothing herein is applicable to the roads and highways of the Ohio Department of transportation. These specifications do not apply to private roads and lanes, nor to city and village streets or township roads, except those streets also designated as county access roads.
- E. The ditches referred to herein are "county located ditches" or "petition ditches" which are a matter of record in the office of the county engineer. Also, all other open or closed (tiled) ditches of varying sizes and depths located within or alongside the right-of-way limits of county roads.

F. The utility referred to herein includes all the above ground or buried utilities (telephone, Communications, power, water, gas, etc.) that may be in the construction area.

4. CHARACTER OF WORK AND MECHANICS

Work on any construction project shall be executed in the best and most workmanlike matter by qualified, careful and efficient mechanics in accordance with these specifications  
All work must conform to OSHA regulations.

5. SITE INVESTIGATION

- A. Acknowledgement shall be made at time of request of authorization to begin construction, that the contractor concerned with these specifications has visited and investigated the proposed construction sites and examined other available data relative hereto and that the contractor is prepared to successfully accomplish the construction in accordance with these specifications. Failure by the contractor to accomplish the site investigation shall not relieve the contractor from compliance with any part of these specifications.
- B. The county and the engineer assume no responsibility for any conclusions or interpretations made by the contractor on the basis of information furnished to the contractor, nor does the county or the engineer assume any responsibility for the accuracy of data from the records available.

6. PRIVATE LOANS

Nothing herein grants authorization for entry upon nor passage through, nor storage and disposal of material upon the adjacent lands of private owners. Obtaining such consent is a matter to be resolved between the contractor and abutting landowners concerned.

7. QUALITY OF MATERIALS AND WORK ACCOMPLISHED

- A. Materials shall conform and standard specifications incorporated by reference and work accomplished shall be in accordance with these specifications and good practice of the trade.
- B. The engineer has final authority to reject any materials or articles and any work accomplished. In such instances materials or articles shall be replaced and work reaccomplished to the satisfaction of the engineer, by and at the expense of the contractor.

8. INSPECTION

- A. Materials and work shall be subject to inspection by the engineer or his representative at any time. The absence or presence of an inspector shall not be inferred by the contractor as an approval by the engineer for any part of the work at any construction site nor shall the contractor be relieved from compliance with these specifications on such account.
- B. As the work progresses, the contractor shall advise the engineer in advance as to the date work is contemplated to commence at each construction site. The contractor shall promptly inform the engineer when each construction site is complete, including final clean up of the site.

9. PROTECTION OF EXISTING STRUCTURES, WORK, DITCH, VEGETATION, AND LAND

Any damage to an existing structure, bridge, ditch, drain, road, fence, vegetation and land of any adjacent property owner shall be repaired, replaced, restored, or compensated for promptly by and at the expense of the contractor to the satisfaction of the engineer or owner as applicable.

All areas where the vegetation has been disturbed or destroyed, the contractors shall fertilize and seed the disturbed areas.

10. NOTIFICATION

THE CONTRACTOR SHALL NOTIFY:

- A. **All utilities** (telephone, communication, gas, power, oil, etc.) **that may have above ground or buried utility cables or pipes in the construction area at least two (2) working days in advance of the start of construction by contacting the Ohio Utilities Protection Service (O.U.P.S.) at 1-800-362-2764. The county shall be given the O.U.P.S. reference number.**
- B. The County at 419-238-0210, at least one (1) working day in advance of construction.
- C. The County Sheriff and the responsible fire department if the road is closed for any Reason.
- D. The appropriate utility and/or private owner of any damage done in the course of the Construction

11. SAFETY

The contractor **shall not** place any dirt, pipe, stone, equipment or any other items in the pavement lane or berm during construction.

12. INDEMNITY

The contractor shall pay all damages and penalties for which they may become liable on account of any act or omission on the part of the contractor in connection with the installation or maintenance at any construction site. Further, the contractor shall save the county and the engineer harmless and indemnify the county and engineer from any and all suits, claims, damages and proceedings of every kind arising out of the installation and maintenance of any site.

## PART TWO

### TECHNICAL CONDITIONS FOR A RESIDENTIAL OR FIELD DRIVE

1. MATERIALS

The contractor may use **smooth bore** concrete, metal, plastic, or PVC pipe in the installation of a drive pipe. It is recommended that all the manufacturer's recommendations be followed in regard to bedding, type of backfill and depth of backfill.

2. SIZE

The contractor shall contact the county engineer for a recommended size of drive pipe. The county representative shall size pipe in accordance with existing ditch conditions.

3. DEPTH

The pipe shall be placed at such a depth and grade as not to impede the free flow of the water.

4. DRIVEWAY SLOPE

The top of the drive shall be constructed to provide a valley gutter across the drive so that all surface water from the drive will flow into the roadside ditch. The drive approaches shall slope down and away from the pavement edge at the same rate of slope as the roadway shoulder slope. The profile of the drive must be a minimum of 1/2" per foot down and away from the pavement edge to the ditch line. **NO SURFACE WATER WILL BE PERMITTED TO DRAIN ONTO THE ROADWAY.**

5. DRIVEWAY SURFACE

The surface of the drive may be stone, concrete, or blacktop. However, in each case the edges of the surface shall be sloped down as not to catch the blade of a snow plow. This sloped edge shall continue back to the ditch flow line.

6. SEEDING

All areas where the vegetation has been disturbed or destroyed the contractors shall fertilize and seed the disturbed areas.

7. MAINTENANCE

It will be the responsibility of the landowner to maintain the residential or field driveway pipe. The pipe should be installed with sufficient length to prevent the pipe from becoming plugged.

## PART THREE

### TECHNICAL CONDITIONS FOR INSTALLATION OF MAILBOX AND APPROACH

#### 1. MAILBOXES

A. All supports for rural mailboxes shall be of the breakaway type such as a 4" X 4" wood post, 2 ½" standard wall pipes, or any other type of support with equal breakaway characteristics.

B. All supports shall be a minimum of eight (8) feet off the edge of the pavement, unless otherwise approved by the County Engineer.

C. The mailbox height and design shall conform with all U.S. Postal Service standards.

#### 2. MAILBOX APPROACHES

A. The mailbox approach shall be a minimum of eight (8) feet wide and seventy (70) feet long. (Drawing available upon request.)

B. The approach shall have a minimum of 7" of 304 aggregate stone base.

#### 3. MAINTENANCE

The landowner is responsible for all maintenance of the mailbox and approach.

## PART FOUR

### TECHNICAL CONDITIONS FOR A DRAINAGE OUTLET INSTALLATION

#### 1. METHOD

The road may be crossed by any usual construction method (trenching, boring, or jacking) except where road conditions may require a special method at the direction of the engineer. Boring may be required at the direction of the Engineer, depending on the condition of the roadway surface.

#### 2. ALIGNMENT

At the crossing from right-of-way line, the outlet shall be at right angles to the centerline of the road. Unless the alignment of the connected surface drainage is prohibitive.

3. MATERIAL

The tile outlet under the actual traveled portion of the roadway and three (3) feet on each side of the roadway shall be:

- A. Reinforced concrete pipe, with tongue, and groove type connections.  
6", 8", and 10" Diameter- Class V or Stronger  
12" Diameter - Class IV or Stronger  
15" and above Diameter – Class II or Stronger

OR

- B. Schedule 35 PVC, 6" minimum diameter.

4. BACKFILL

In each instance where the road is cut by trenching, the backfill shall be as follows:

A. Under the paved portion of the traveled roadway and beneath the berm on both sides of the traveled roadway, or if no berm, for three (3) feet outside of the paved portion on both sides and for the full depth of the cut, down to around the pipe, the backfill shall consist **only of slurry backfill**. Slurry backfill consists of 1700 lbs. of sand, 1555 lbs. of #57 stone, 329 lbs. of cement, 13 oz. of air, 24 gallons of water, and equaling 1 yard of "Van Wert County Road Slurry." It is recommended that if the temperature is below 60 degrees, 1% calcium chloride be added or if it is below 40 degrees, 2% of calcium chloride should be added. The backfill shall be finished flush with the roadway surface and the surrounding surface of the berm. **NO BACKFILL WILL BE PERMITTED UNLESS THE COUNTY INSPECTOR IS PRESENT.**

B. For the remaining portion of the trench from flow line to flow line, excluding those portions of the trench dealt with in sub-paragraph "A" preceding, backfill shall be earth. The material shall be free of clods, debris, and perishable substance. This backfill may be deposited as by dozing. Excess may be mounded to compensate for settlement provided drainage flows are not interfered with.

C. The slurry backfill shall be completed by 12:00 noon if possible to allow time for the slurry to harden, so the road can be opened before dark. If it is necessary for the road to remain closed overnight due to the slurry backfill being installed late, **the contractor shall be responsible for providing barricades and signing as required by Van Wert County** (Barricade and signing placement available upon request.)

5. SURFACING

Replacement of the roadway surface where required will be accomplished by the county at no expense to the contractor.

6. SEEDING

Backfill and disturbed portions likely to erode, except for the roadway, shall be shaped fertilized and seeded by the contractor.

# APPLICATION TO WORK WITHIN THE ROAD RIGHT-OF-WAY LIMITS

## **THIS PERMIT EXPIRES ONE (1) YEAR FROM DATE OF ISSUE**

(If construction is not completed within one (1) year of issue, you **must** apply for a new permit.)

APPLICATION IS HEREBY MADE BY:

NAME \_\_\_\_\_

DATE \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

TELEPHONE \_\_\_\_\_

TO PERFORM THE FOLLOWING NATURE OF WORK (BRIEF DESCRIPTION):

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

AT THE FOLLOWING LOCATION: \_\_\_\_\_  
\_\_\_\_\_.

WORK WILL COMMENCE ON OR ABOUT \_\_\_\_\_ AND WILL BE  
COMPLETED BY \_\_\_\_\_.

I CERTIFY THAT I HAVE CONTACTED THE OHIO UTILITIES PROTECTION SERVICE  
(O.U.P.S.) PHONE 1-800-362-2764, AS REQUIRED BY OHIO LAW AND READ THESE  
SPECIFICATIONS. THE O.U.P.S. REFERENCE NUMBER IS \_\_\_\_\_.

WE HEREBY AGREE TO DO ALL WORK IN ACCORDANCE WITH VAN WERT COUNTY'S  
"SPECIFICATIONS AND MINIMUM STANDARDS FOR PERFORMING WORK WITHIN ROAD  
RIGHT-OF-WAY LIMITS IN VAN WERT COUNTY, OHIO.

\_\_\_\_\_  
Signature of owner or agent

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

APPROVED BY: \_\_\_\_\_

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

TITLE: \_\_\_\_\_