

Road R.O.W. / DRIVEWAY PERMIT

Rockford Township
3039 Dague Ave. SE
Buffalo, MN 55313
Phone: 763-682-3499
Fax: 763-682-6256

INFORMATION NEEDED PRIOR TO TOWNSHIP INSPECTION			
Property Owner _____	Mailing Address _____	City _____	Zip _____
Daytime Phone Number _____	YES _____ NO _____ Applicant Requests Phone Call		
Address that work will be performed at _____			
Type of work being performed and construction date			
Driveway / Utility Work (circle one)			
A \$25.00 Inspection fee is due at the time of applying for the permit. DATE Paid: _____ Receipt # _____			

FOR TOWNSHIP USE ONLY	
Inspection Date: _____	Inspection notes: _____
Culvert required: YES _____ NO _____	_____
Aprons required: YES _____ NO _____	_____
Approved By: _____	_____

Township standards are the MN DOT cmp 3134C and rcp 3133C standard plates, with using quantities of class 2 or less on the table of quantities. The top of the rip-rap at the outside edges of the rip-rap flume will be flush with the finished ground line.

As an applicant, I understand that this permit will expire after one (1) year. I shall conform to the recommendations above and to the requirements as stated in the Rockford Township Driveway Policy, attached. In addition, I shall maintain the entrance and take care of all erosion for two (2) years after installation.

Applicant Signature: _____

ROCKFORD TOWNSHIP DRIVEWAY ACCESS POLICY

- * These design standards have been prepared in the interest of safety and public welfare as a guide to public agencies and private owners in preparing plans and applications for entrances and exits to and from township roads.
- * Application for permission to construct entrance or exit driveways along township roads shall be made on forms supplied by Rockford Township and shall be submitted to the Clerk's Office.

DESIGN

DRIVEWAYS shall be at right angles to the township roads for the total designed right-of-way width.

MINIMUM SPACING between driveway culvert ends shall be 16 feet.

MINIMUM DISTANCE along shoulder from driveway to projected right-of-way line of intersecting road, highway, or railroad, 75 feet.

RESIDENCE DRIVEWAYS shall not exceed 16 feet in width measured at right angles to the centerline of the driveway.

SIGHT DISTANCE – 300', except in residential and platted areas.

The above-specified distances are **minimums**. Each excess request will be reviewed on its own merits to determine if these distances are adequate.

Note: Use 1:4 Side Slope

Rural residential Entrance: 16'
Farm Entrance: 20'
Field Entrance: 20'
Commercial: 30'

(Drawing can be viewed at the Town Hall Office)

CONSTRUCTION

1. All work done on township right-of-way is subject to approval by the Staff.
2. Driveway shall be so constructed as to slope down and away from the shoulder line of the road for a distance of at least 10' with a fall of at least 8" inches.
3. Side slopes shall not be constructed steeper than 4 feet horizontally to one foot vertically (4:1), unless approved by the staff. The slopes shall be finished by seeding or sod.

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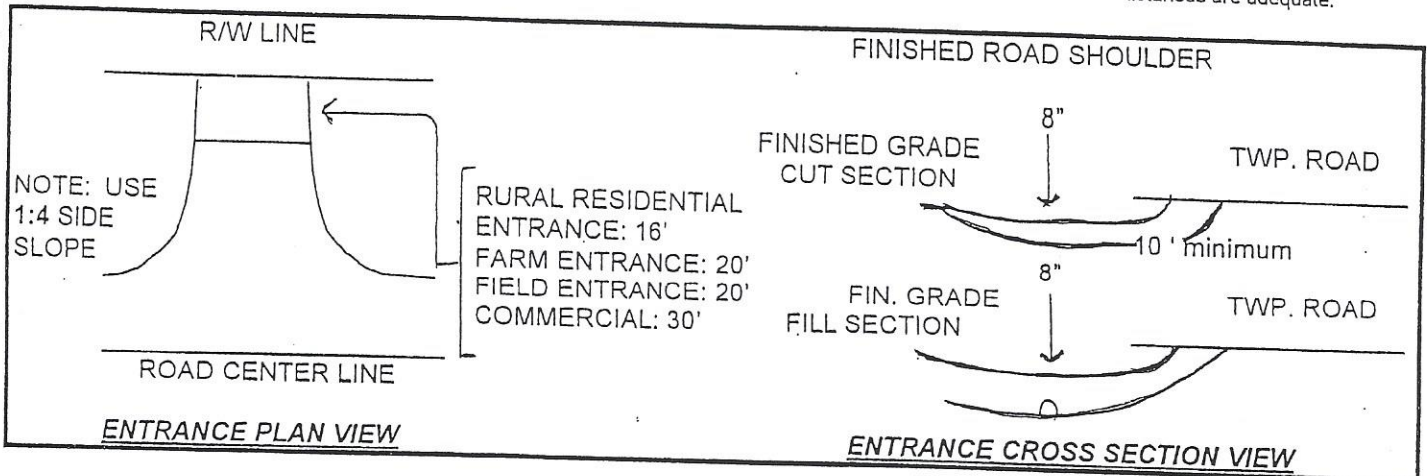
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SIGHT DISTANCE - 300', except in residential and platted areas.

The above specified distances are minimums. Each access request will be reviewed on its own merits to determine if these distances are adequate.



CONSTRUCTION

1. All work done on township right-of-way is subject to approval by the Staff.
2. Driveway shall be so constructed as to slope down and away from the shoulder line of the road for a distance of at least 10' with a fall of at least 8" inches (see above).
3. Side slopes shall not be constructed steeper than 4 feet horizontally to one foot vertically (4:1), unless approved by the staff. The slopes shall be hand finished by seeding or sod.
4. Proper and adequate drainage facilities shall be provided as required by the Township. The owner shall pay all construction costs including such cost of drainage structures as may be determined by Rockford Township Resolution No. _____.
5. The area on road right-of-way other than that of the driveway itself will normally be in the form of a ditch. Modifications may be permitted provided proper drainage is furnished and curbs, hedges, or other approved safeguards are installed to prevent misuse. Proper authority for modifications must be obtained from the Staff before any work is started.

REQUIREMENTS

1. No work under this application is to be started until application is approved and the permit issued.
2. Where work on traveled roadway is necessary, traffic must be protected, and flags, flares, and proper barricades must be placed in accordance with the standards of the Minnesota Department of Transportation.
3. No foreign material such as dirt, gravel, concrete or bituminous material shall be left or deposited on the road during construction of the driveway or installation of drainage facilities.
4. Roadside and right-of-way must be cleaned up after work is completed.
5. After driveway construction is completed, the applicant shall notify the Clerk's Office that the work has been completed and is ready for final inspection and approval by the board.
6. No changes or alterations in entrances may be made at any time without permission from the Township.
7. Failure to comply with the conditions of this Access Permit will result in penalties described in the resolution cited above.

IMPROVEMENTS

1. Hard surfacing must be back at least 8 feet from the edge of the road.
2. Normal maintenance, example adding new gravel, is not considered an improvement.

IMPORTANT NOTE: ALL CULVERT(S) MUST BE NEW, STEEL, AND A MINIMUM OF 15" DIAMETER WITH APRONS.

TABLE OF QUANTITIES
RIPRAP AT RCP OUTLETS

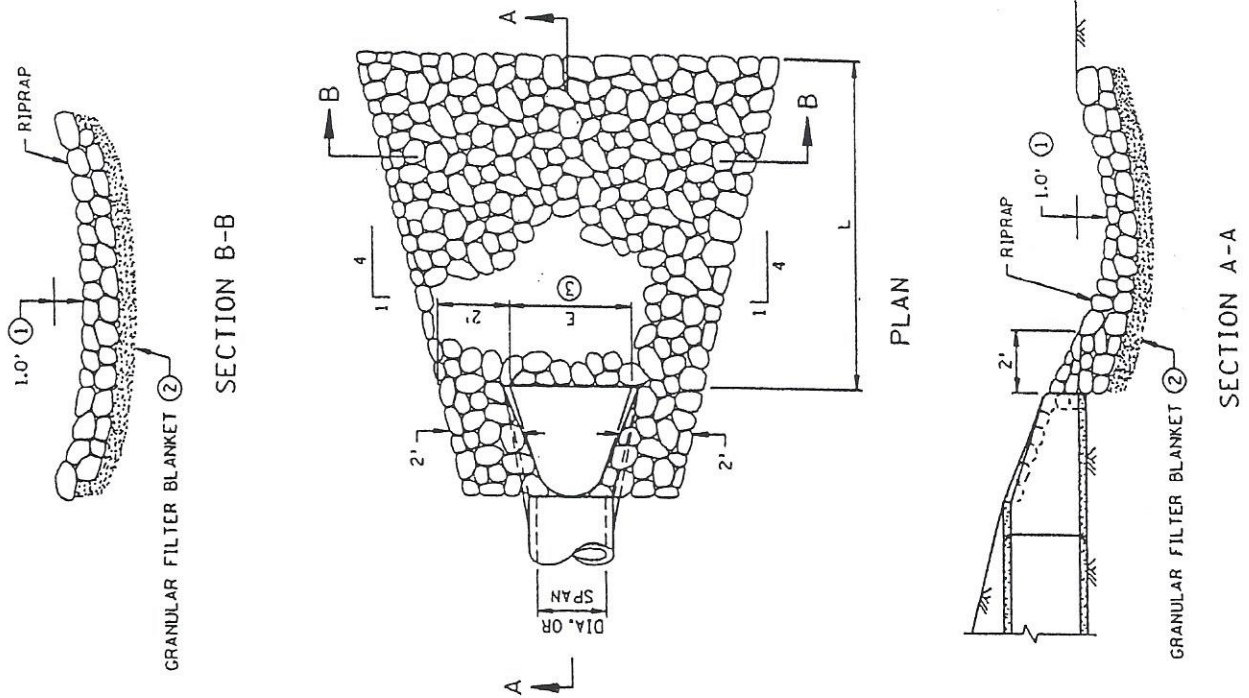
DIA. OF ROUND PIPE (IN.)	CLASS II d50 = 6"		CLASS III d50 = 9"		CLASS IV d50 = 12"	
	12" DEPTH RIPRAP (CU. YDS.)	6" DEPTH GRANULAR FILTER (CU. YDS.)	18" DEPTH RIPRAP (CU. YDS.)	9" DEPTH GRANULAR FILTER (CU. YDS.)	24" DEPTH RIPRAP (CU. YDS.)	12" DEPTH GRANULAR FILTER (CU. YDS.)
12	2.8	1.4	4.1	2.1	5.5	2.8
15	2.9	1.5	4.4	2.2	5.8	2.9
18	3.9	2.0	5.9	3.0	7.8	3.9
21	4.2	2.1	6.3	3.2	8.4	4.2
24	5.5	2.8	8.3	4.2	11.0	5.5
27	5.8	2.9	8.7	4.4	11.6	5.8
30	7.3	3.7	10.9	5.5	14.5	7.3
36	9.2	4.6	13.8	6.9	18.3	9.2
42	10.9	5.5	16.6	8.1	21.7	10.9
48	12.9	6.5	19.4	9.7	25.8	12.9

TABLE OF QUANTITIES
RIPRAP AT RCP-A OUTLETS
OR BOXES OF EQUIVALENT SPAN WIDTH

SPAN OF PIPE ARCH (IN.)	CLASS II d50 = 6"		CLASS III d50 = 9"		CLASS IV d50 = 12"	
	12" DEPTH RIPRAP (CU. YDS.)	6" DEPTH GRANULAR FILTER (CU. YDS.)	18" DEPTH RIPRAP (CU. YDS.)	9" DEPTH GRANULAR FILTER (CU. YDS.)	24" DEPTH RIPRAP (CU. YDS.)	12" DEPTH GRANULAR FILTER (CU. YDS.)
22	3.9	2.0	5.8	3.0	7.8	3.9
28	5.5	2.8	8.2	4.1	10.9	5.5
36	7.2	3.6	10.8	5.4	14.3	7.2
43	9.2	4.6	13.7	6.9	18.3	9.2
51	10.9	5.5	16.3	8.2	21.7	10.9
58	12.7	6.4	19.0	9.5	25.4	12.7

NOTES:

- PIPE SIZES LARGER THAN THOSE SHOWN REQUIRE A SPECIAL DESIGN. REQUIREMENTS FOR RIPRAP SIZE AND THICKNESS AND FILTER BLANKET WILL BE DESIGNATED IN THE PLANS.
- FOR PIPES GREATER THAN OR EQUAL TO 30", USE 1.5'.
- THE CONTRACTOR, AT HIS OPTION, MAY SUBSTITUTE A GEOTEXTILE FABRIC, SPEC. 3733, FOR THE GRANULAR FILTER BLANKET UNLESS OTHERWISE SPECIFIED IN THE PLANS. THE FABRIC SHOULD COVER THE AREA OF THE RIPRAP AND EXTEND UNDER THE CULVERT APPROX 3 FT.
- DIMENSION E IS GIVEN ON STANDARD PLATES 3100 AND 3110.



APPROVED MARCH 17, 1997
Gerald F. Robinson
 STATE DESIGN ENGINEER

STATE OF MINNESOTA
 DEPARTMENT OF TRANSPORTATION
 RIPRAP AT RCP OUTLETS

SPECIFICATION REFERENCE
 3601
 3733
 REVISED 3-25-2000 A.K.J.
 STANDARD PLATE NO.
 3133C

TABLE OF QUANTITIES
RIPRAP AT CMP OUTLETS

DIA. OF ROUND PIPE (IN.)	CLASS II d50 = 6"		CLASS III d50 = 9"		CLASS IV d50 = 12"	
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18	4.7	2.4	7.0	3.5	9.4	4.7
21	5.5	2.8	8.2	4.1	10.9	5.5
24	6.5	3.3	9.8	4.9	13.0	6.5
30	8.6	4.3	12.8	6.4	17.1	8.6
36	10.9	5.5	16.3	8.2	21.8	10.9
42	13.5	6.8	20.3	10.2	27.0	13.5
48	16.0	8.0	24.0	12.0	32.0	16.0

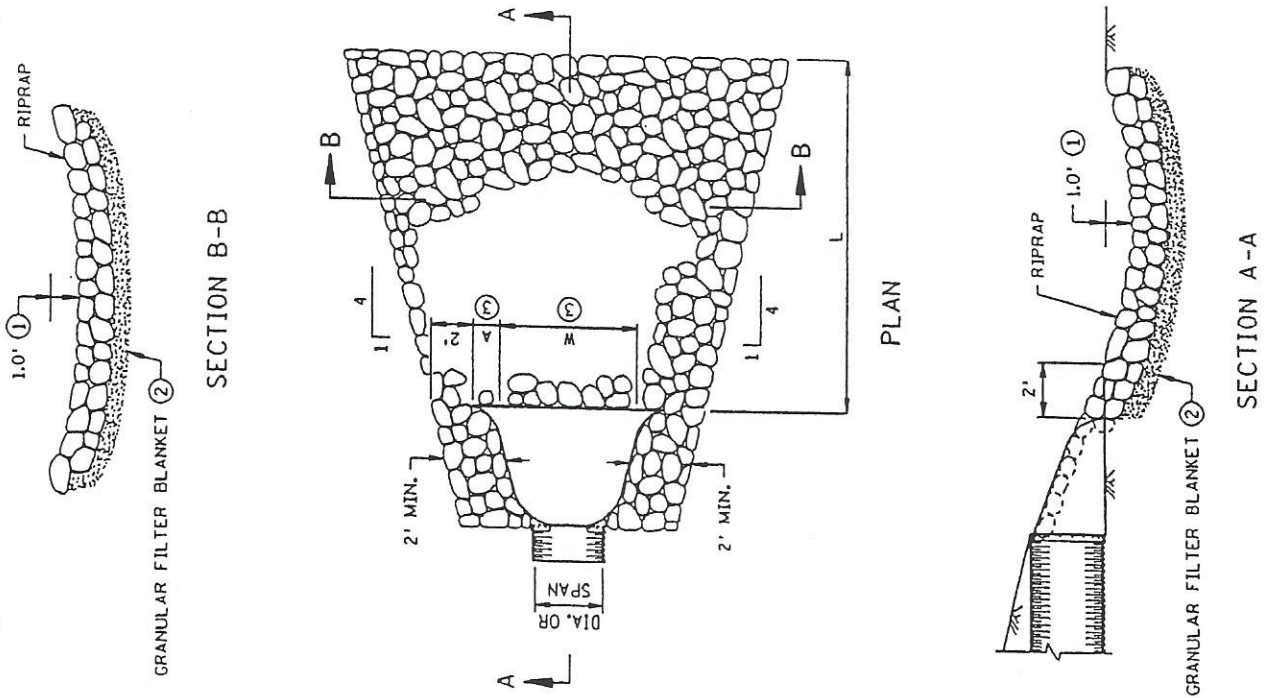
TABLE OF QUANTITIES
RIPRAP AT CMP-A OUTLETS

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	12" DEPTH RIPRAP (CU. YD.)	6" DEPTH GRANULAR FILTER (CU. YD.)	18" DEPTH RIPRAP (CU. YD.)	9" DEPTH GRANULAR FILTER (CU. YD.)	24" DEPTH RIPRAP (CU. YD.)	12" DEPTH GRANULAR FILTER (CU. YD.)
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28	6.3	3.2	9.5	4.8	12.6	6.3
35	8.3	4.2	12.4	6.2	16.5	8.3
42	10.8	5.4	16.2	8.1	21.5	10.8
49	13.0	6.5	19.5	9.8	26.0	13.0
57	16.2	8.1	24.3	12.2	32.4	16.2

NOTES:

REQUIREMENTS FOR RIPRAP SIZE AND THICKNESS AND FILTER BLANKET WILL BE DESIGNATED IN THE PLANS.

- ① FOR PIPES GREATER THAN OR EQUAL TO 30". USE 1.5'.
- ② THE CONTRACTOR, AT HIS OPTION, MAY SUBSTITUTE A GEOTEXTILE FABRIC, SPEC. 3733, FOR THE GRANULAR FILTER BLANKET UNLESS OTHERWISE SPECIFIED IN THE PLANS. THE FABRIC SHOULD COVER THE AREA OF THE RIPRAP AND EXTEND UNDER THE CULVERT APRON 3 FT.
- ③ DIMENSIONS W AND A ARE GIVEN ON STANDARD PLATES 3122 AND 3123.



APPROVED MARCH 17, 1997

Harold J. Rodenrich
STATE DESIGN ENGINEER

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION

RIPRAP AT CMP OUTLETS

SPECIFICATION
REFERENCE
3601
3733

REVISED
3-25-2000 A.K.J.

STANDARD
PLATE
NO.

3134C

ORDINANCE # 2010.2
**AN ORDINANCE REGULATING MAILBOX INSTALLATION ADJACENT TO TOWNSHIP
ROADS**

The Town Board of Rockford Township does hereby ordain:

1. The purpose of this ordinance is to regulate the existing and new mailbox installations within the township right-of-way.
2. Rockford Township incorporates by reference Minn. Stat. 169.072, Unauthorized Mailbox Installation as may be amended from time to time. See attached statute.
3. Along with the requirements of statute the Township will include the following requirements for mailbox installations:
 - Meets all US Postal Service requirements.
 - No more than a maximum weight of fifteen (15) pounds attached to the mailbox support.
 - The height of the mailbox and newspaper tubes will be 42" to 46" above the edge of the roadway.
 - The mailbox front will be six inches (6") from the shoulder of the roadway.
 - Maximum of two (2) mailboxes and two (2) newspaper tubes per installation, newspaper tube(s) shall be installed together with mailbox (es) wherever practical.
 - A maximum of twenty-four inch (24") cross arm length, if used. If a swing-away mailbox support is used this item shall not apply.
 - Maximum dimensions of mounting post shall be 4"X4" (wood), 4 1/2" diameter (wood), 2" diameter (metal pipe) (with a weight not in excess of 2.6 lbs. per foot) or a sign post if a swing away mailbox installation is used. If more than one support is needed the supports will be no closer than three (3) feet apart.
 - No support structure shall be embedded in the ground more than twenty-four inches (24"). No concrete shall be used to anchor the mailbox support.
 - The placement of heavy or large object as standards or bases is not permitted.
4. Violation of this ordinance shall be a misdemeanor, as stated in 169.072 subd. 3, punishable in accordance with state law.
5. This ordinance becomes effective immediately upon its passage and publication according to law.

Passed this 2 day of March 2010 by the Rockford Town Board.

Dennis Beise

Rockford Town Board, Chairperson

Attest:

Rachelle L. McDougall

Clerk/Treasurer

Dear Property Owner,

Attached are the Mailbox Installation Standards for our township.

Please install mailboxes and newspaper tubes to the standards above,
if you have any questions, please call our office at 763/682-3499, thank you!

The Rockford Township Board

Tube Replacement Information

The township crew does not replace newspaper tubes.

ECM – (weekly free newspaper) – usually black in color, may have ADS written on the side

Call 763/241-8146 ask for Distribution and request a box & repair

They have one staff person who does repairs in the Spring.

STAR-TRIBUNE – green in color

Call 612/673-4343 to request a replacement box, it will be dropped off at your home.

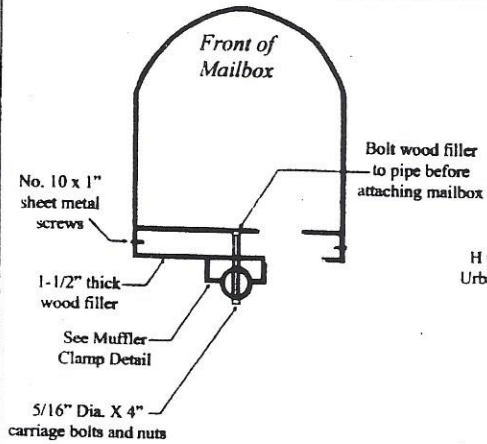
All installations are done by the customer, please follow the standards above.

SwingSAFE Swing-Away Mailbox Support

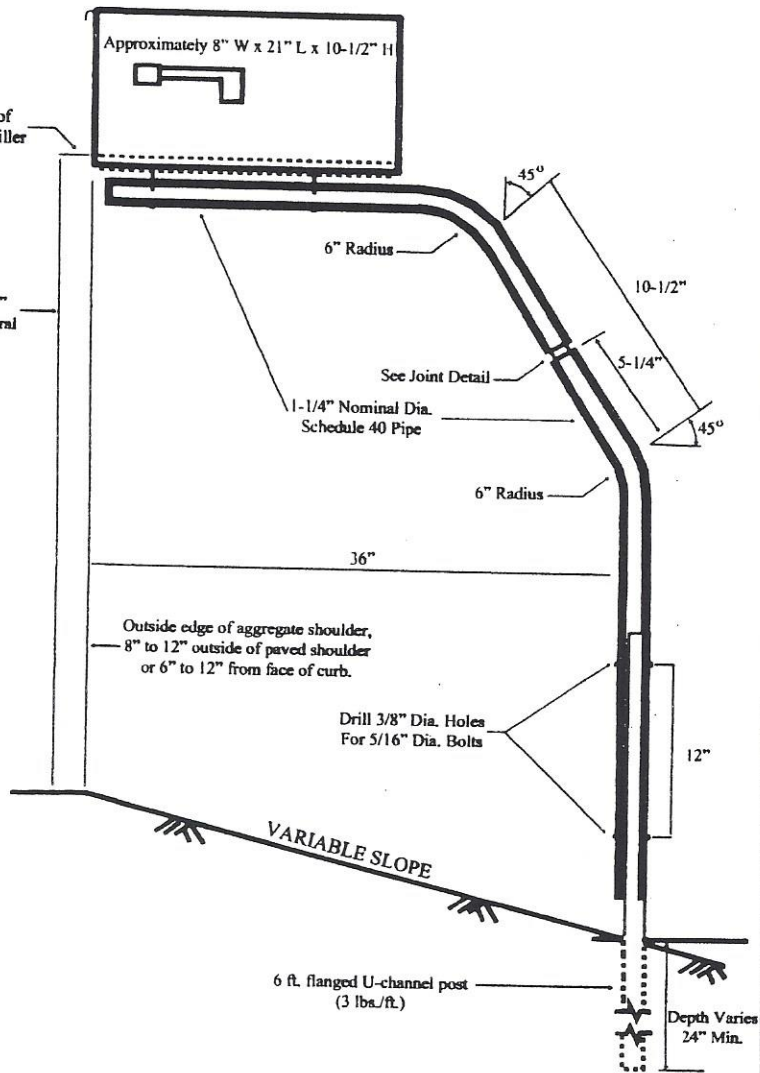
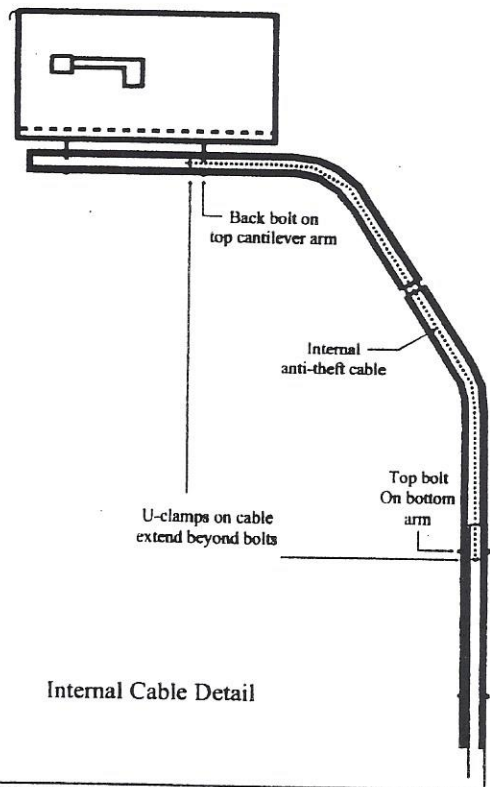
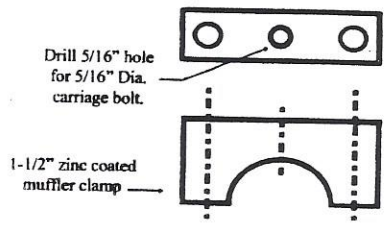
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Drafted: 1/5/11

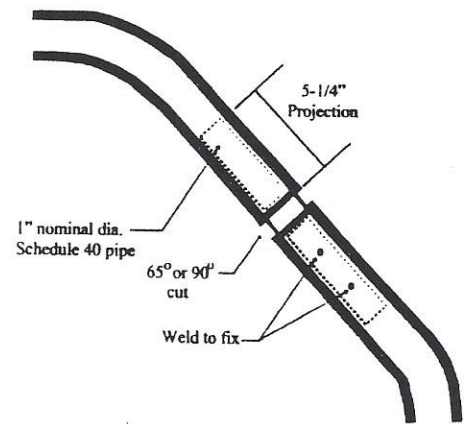
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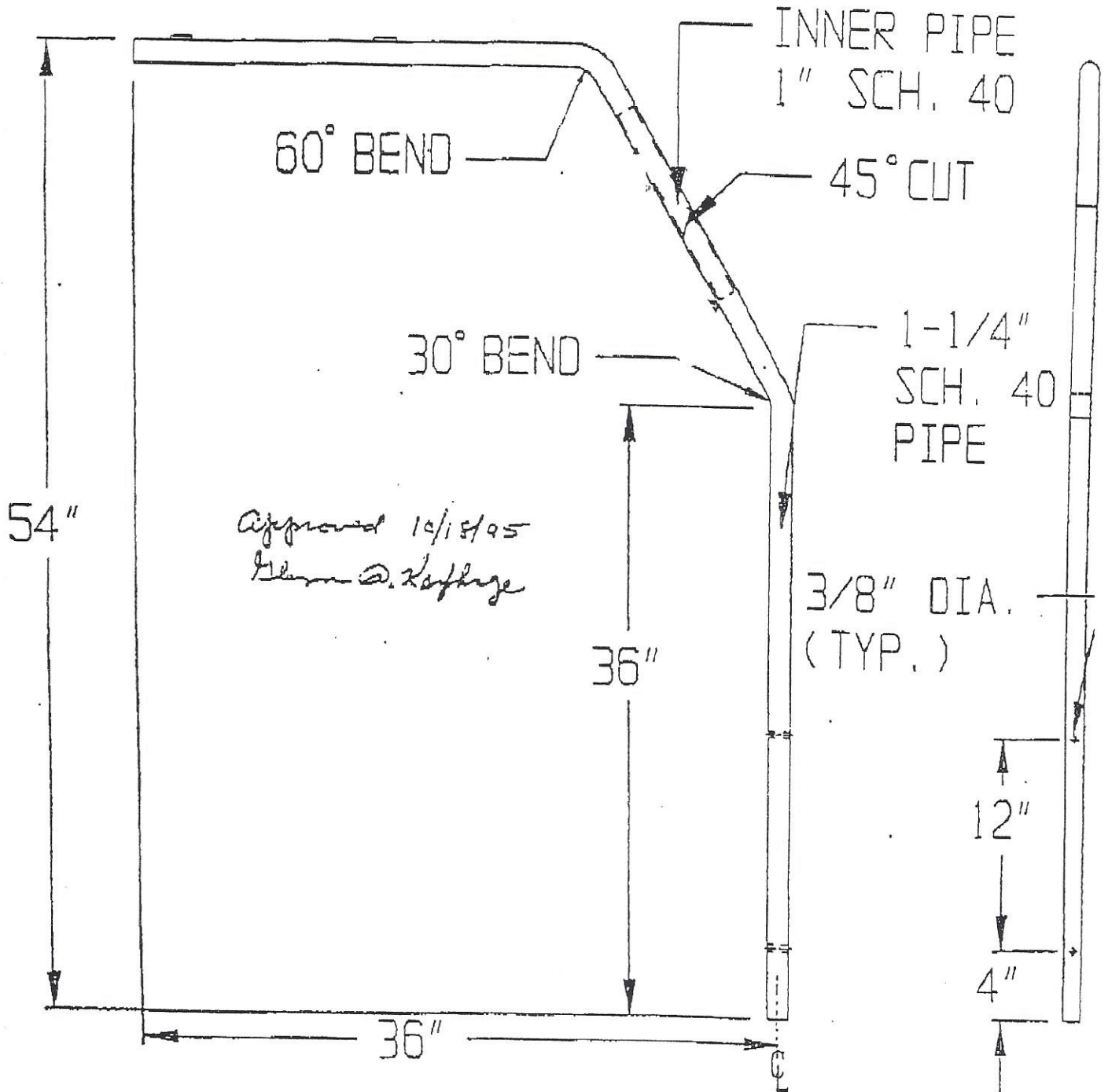
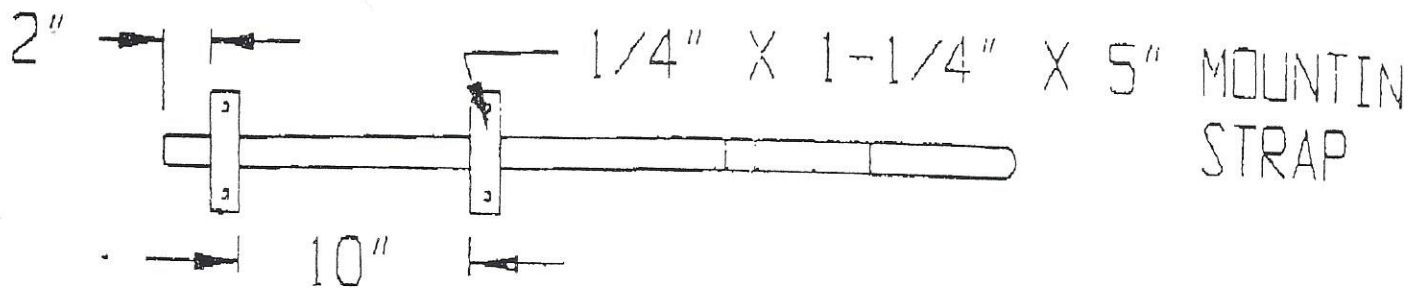


Muffler Clamp Detail



Joint Detail





HOT DIPPED GALVINIZED
MAILBOX SUPPORT

JLR 10-95
1/8 SCALE

60079-602