

**RULES
AND
REGULATIONS
CONSTRUCTION OF ACCESS
DRIVEWAYS AND TURNOUTS
TO
WESTON COUNTY
ROADWAYS**

Adopted: 12-20-2022

CHAPTER I

TITLE, PURPOSE, AND AUTHORITY

Section 1. Title. This resolution shall be known as the “Rules and Regulations for the Construction of Access Driveways and Turnouts to Weston County Roadways”.

Section 2. Purpose. The purpose of this resolution is to promulgate rules and regulations for the proper location and design of access driveways and turnouts to county roadways necessary to protect the safety of the motorist and maintain the physical integrity of roadway surfaces and adjacent drainage ways.

Section 3. Authority. The Authority for Wyoming Communities to manage and control county roadways is granted in Wyoming Statutes §24-1-104, §24-6-101 et seq. and §18-3-504 and any amendments and supplements thereto.

CHAPTER II

EFFECT OF REGULATIONS

After the passage and effective date of these regulations it shall be unlawful for any person, partnership, corporation or firm to install, construct, alter, change a permitted access use without written approval from the Weston County Road and Bridge Superintendent or use any access driveway or other turnout to any roadway owned and/or maintained by Weston County that does not conform to the requirements of these regulations. **No access or turnout construction shall be started before receiving the written approval of the Weston County Road and Bridge Superintendent on the form provided by the county.** Existing approaches will be exempt from approval but we may, at our discretion, cut ditches across approaches to keep water from draining onto the roadway to prevent road damage.

CHAPTER III

PROCEDURE

1. The applicant for an access driveway or turnout shall obtain and complete the permit form.

2. The applicant shall deliver the completed form to the Weston County Road and Bridge Superintendent who shall review the permit within five (5) days of receiving it and shall either approve or deny it. In case of the latter the Superintendent shall state the reasons why.

3. If the applicant's permit is denied then he can appeal to the Board of County Commissioners. There will be a \$100 dollar inspection fee. This will cover two inspections, one prior to construction and one for approval after completion. An address will not be approved until after approval of approach construction. Inspection and approval can be granted by any employee of Weston County Road and Bridge as authorized by the Superintendent. The construction permit will be good for 6 months. If the permit expires prior to construction, another inspection and inspection fee will be required. No more than two approaches will be approved per residence or commercial business.

CHAPTER IV

MATERIALS, CONSTRUCTION AND MAINTENANCE

Section 1. Materials. The property owner shall furnish all materials necessary for the construction of driveways and other turnouts. All materials shall be subject to inspection and approval by the Weston County Road and Bridge Department. All approaches into residences and businesses will be covered with gravel, shale, etc.

Section 2. Construction. The property owner shall do all work and pay all costs incurred in the construction of access driveways and other turnouts within the county road right-of-way, including the cost of repairing any damages to the county roadway during the construction thereof. Traffic control may be required during construction, in the form of advance warning signs.

Section 3. Inspection and Maintenance. The Weston County Road and Bridge Department is hereby authorized to inspect all driveway and other turnout installations at the time of construction and any time thereafter and to require such changes, maintenance and repairs as may be considered necessary to provide protection of life and property on or adjacent to the county roadway.

Section 4. Roadway Construction and Reconstruction. Any existing access driveway structure or other turnouts which are destroyed or removed in the construction or reconstruction of a section of roadway will be replaced or reconstructed by the County Road and Bridge Department to a design within these regulations and a condition equal to or better than the original structures.

Section 5. Use of Roadway Right-of-Way. The property owner shall not be permitted to erect any sign, either fixed or moveable, on or extending over any portion of the roadway right-of-way, nor shall they store any product or conduct any business of any nature on the roadway right-of-way.

CHAPTER V

DESIGN REQUIREMENTS

Section 1. Location. Location of access driveways and other turnouts shall be selected to provide maximum safety for roadway and driveway users whenever possible.

Section 2. Drainage. Drainage in roadway side ditches shall not be altered or impeded. Drainage structures a minimum of fifteen (15) inches in diameter and twelve (12) feet in length shall be installed under each driveway or turnout unless it can be demonstrated by the landowner that such structures are not needed. All shall be completed at the landowner's expense.

Section 3. Slope. Water will not be permitted to drain from the driveway or turnout onto the roadway and shoulder surface. If it does the County Road and Bridge Department may make the necessary cuts to prevent water running onto the road.

Section 4. Multiple Driveways. More than two driveways will be prohibited.

Section 5. Heavy Traffic Access Driveways. Heavy traffic volume businesses must make allowances for car storage on their premises to prevent stacking of vehicles on the roadway. The county roadway shall not be used as a holding area for vehicles.

CHAPTER VI

MODIFICATION AND VARIANCE

Where, in the opinion of the Weston County Road and Bridge Department, extenuating circumstances exist which may prohibit complete conformance with these regulations and where lack of such conformance will not create a traffic hazard, the Board of County Commissioners may modify or vary the provisions of these regulations to the minimum extent necessary to permit the construction of the driveway in accordance with the intent of these regulations.

CHAPTER VII

SEVERABILITY

If any provisions of these regulations be held invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions which can be given effect without the invalid provisions, and to this end the provisions of these regulations are declared to be severable.

CHAPTER VIII

VIOLATIONS AND PENALTIES

Any person who willfully violates any provision of these regulations or any order or rule issued under these regulations, shall, upon conviction thereof by any court of competent jurisdiction, be subject to a fine of not more than One Hundred Dollars (\$100.00) or to imprisonment for a period not to exceed thirty (30) days, or both such fine and imprisonment.

CHAPTER IX

APPEALS

Any decision of the County Road and Bridge Department may be appealed to and reviewed by the Board of County Commissioners. Decisions of the Board of County Commissioners may be reviewed by the District Court and the Wyoming State Supreme Court as set forth in Wyoming Statutes §16-3-114 and any amendments or supplements thereto.

CHAPTER X

AMENDMENTS

The Board of County Commissioners may amend these regulations from time to time as the need for change becomes evident. Such amendments shall be made in compliance with all requirements of the Wyoming Administrative Procedures Act (W.S. 16-3-101 through 16-3-115 and any amendments or supplements thereto).

CHAPTER XI

ADOPTION AND EFFECTIVE DATE

This resolution providing minimum standards for the construction of access driveways and other turnouts to county roadways shall be in full force and effect after its adoption by the Board of County Commissioners and its proper filing with the Weston County Clerk in accordance with the Wyoming Administrative Procedures Act.

CHAPTER XII

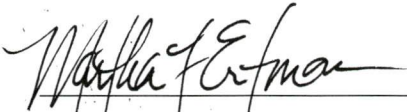
FORMS

The Board of County Commissioners shall create Forms for these Rules and Regulations which shall be used for the construction of access driveways and turnouts to Weston County Roadways.

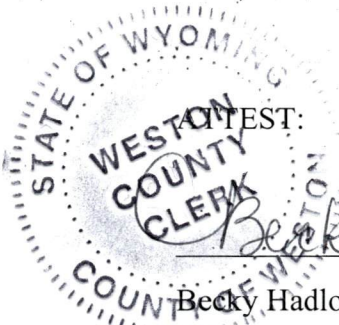
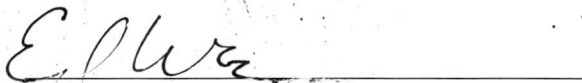
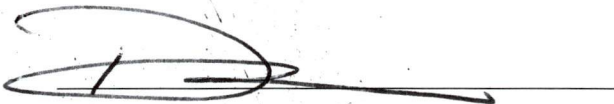
ADOPTED THIS 20 DAY OF December, 2022

Board of County Commissioners

Weston County, Wyoming



Marty Ertman, Chairwoman



Becky Hadlock

Weston County Clerk

EFFECTIVE DATE: 12-20-2022

ACCESS OR TURNOUT PERMIT APPLICATION

(please refer to the Rules and Regulations for Construction of Access Driveways and Turnouts)

Applicants please **PRINT** and complete this form:

1) NAME _____
PHYSICAL ADDRESS _____
MAILING ADDRESS _____
PHONE (DAYTIME) _____ (EVENING) _____

2) I request an access permit/turnout permit (circle one) to the following property owned by me located at:

A) On County Road # _____ known as the _____ County Road
_____ miles from the point of beginning.

B) Legal Description: _____ Township _____ Range _____ Section _____ Quarter Section

3) Type ☐ Residential – How many homes? _____ ☐ Commercial ☐ Field ☐ Major
☐ Permanent ☐ Temporary

4) Construction- ☐ New ☐ Existing

1. Fill Material: ☐ Dirt ☐ Gravel ☐ Other _____

2. Surface Material: ☐ Gravel ☐ Shale ☐ Scoria ☐ Concrete ☐ Asphalt ☐ Other _____

3. Culvert Type: ☐ Corrugated Metal ☐ Plastic ☐ Other _____

4. Culvert Diameter: (policy requires a 15 inch diameter minimum) ☐ 15" ☐ Other _____

5. Culvert Length: ☐ 20' ☐ 25' ☐ 30' ☐ 35' ☐ 40' ☐ Other _____

I, the above applicant do swear or affirm that the facts indicated above are true and accurate to the best of my knowledge and belief and that I have had an opportunity to review the rules and regulations governing mailboxes and access and turnouts to Weston County Roads if a mailbox is installed.

Applicant Signature

Date

PERMIT WILL BE ISSUED ONCE INSPECTION HAS BEEN APPROVED.

FOR ROAD & BRIDGE OFFICE USE ONLY

\$100 Inspection Fee

Paid: ☐ Yes ☐ No

Total Cost for additional signage requirements on county road - \$ _____

(School bus stop, hidden driveway, etc.)

Paid: ☐ Yes ☐ No

Access: Approved for Construction

Superintendent

Date

Inspection Date: _____

Permit Issued: ☐ Yes ☐ No

Permit #: _____

Final Permit Approval Signature: _____