

Why do I need a permit to work in the county road right-of-way?

St. Clair County Road Commission has jurisdiction of all county roads. Michigan state law requires permission be obtained for all work within road right-of way.

What is a county road right-of-way?

The right-of-way is the area dedicated to the public for construction and maintenance of the road system. Please call for specific road right-of-way information.



Who needs a permit?

Residential or commercial parties, and utility companies wishing to use the county road right-of-way for operations other than normal vehicular or pedestrian travel are required to obtain a permit from the St. Clair County Road Commission.

What will happen if I don't bother to get a permit?

Your driveway or other facility may be removed by the St. Clair County Road Commission. If a driveway already exists, but you are obtaining a Building Permit, you need to apply for a driveway permit to have existing driveway inspected.

Why are driveways regulated?

Each driveway represents a point of conflict with the through traffic on the road; therefore, it must be constructed in an appropriate manner and location in order to afford both you and other motorists the greatest possible safety.

How do I obtain a permit?

You must come in to the office during office hours to obtain a permit. *(See back of brochure for directions to the St. Clair County Road Commission.)* Make sure you clearly mark your proposed driveway site with the provided stake. The stake should be placed in the middle of the proposed driveway. See the checklist for information you will need to bring to our office.



Will the Commission show me what is required?

Yes, the details of the driveway requirements for your location will be given on your approved driveway permit.



DIRECTIONS TO OUR OFFICE

Airport Drive is one mile west of I-94 (exit 266) off of Gratiot Blvd.



Coming from I-94 take exit 266, Marysville, go west one mile, turn right on Airport Drive and proceed to Wills Drive. Turn right on Wills Drive and go approximately five hundred feet, turn right into the Road Commission parking lot.

For Additional Information

You may obtain additional information regarding the process of obtaining permits by contacting our office at the numbers listed below.



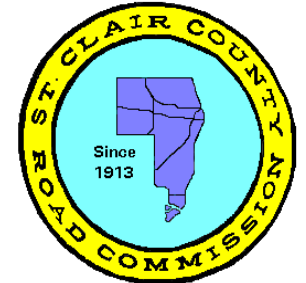
St. Clair County Road Commission

21 Airport Drive
St. Clair, Michigan

PH:(810) 364-5720
Permits: ext. 4021
FAX: (810)364-9050

Visit us online at:
www.sccrc-roads.org

Permit Guide



For More Information
PH: (810) 364-5720
FAX: (810) 364-9050

Residential Driveway Permit Checklist

Name (person responsible):

Mailing Address:

Telephone Number (daytime):
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Payment:
 Cash
 Check
 Credit Card

Name of road that driveway will exit onto:

Township:

Which side of the road (direction):
 North South East West

Which two (2) roads is the proposed driveway between?

Material (to be used for driveway approach):
 Asphalt
 Gravel
 Concrete

Address of Property (if any):

Width of Driveway:
 12 ft. 18 ft.
 14 ft. 20 ft *
 16 ft.

Modular Home:
 Yes No

*NOTE::
A 20' residential driveway is the maximum width for any driveway. A modular home may require the maximum drive width.

Permit Department Hours

Office Hours

8:00 a.m. to 4:00 p.m.
Monday thru Friday

"The St. Clair County Road Commission aims for the best services possible. If we can help answer any questions you may have about obtaining a residential driveway permit, please call us."

Project Notes

How long does it take to get the permit?

It takes approximately 10 working days from the date the driveway is marked. Once the permit is received, you may begin working in the right-of-way.



Driveway Fees

The Road Commission has set fees for both residential and commercial driveways: new installation, inspection of existing, resurfacing, farm field driveway, etc. Please contact our office for detailed fee amounts. Our office can accept cash, credit cards, or checks.

Final Inspection & Your Certificate of Occupancy

Prior to receiving your Certificate of Occupancy for home occupancy from your township, a final inspection of the driveway and culvert is required. Your township will fax to the Road Commission, a Driveway Culvert Release Form. You may contact your township office once heavy construction is completed and request this form be sent to us.



Frequently Asked Questions

Do I need a permit to resurface my driveway? *Yes, to work within the right-of-way of a county road, you must obtain a permit.*

Do I need a permit to fill in the ditch in front of my house? *Yes, this permit is considered a "Landscaping Permit". In order to fill in the ditch, it must be at least three feet deep. Other requirements will vary for each location.*

Do I need a permit to move my mailbox? *No, a permit is not required for a mailbox if the mailbox meets the Postmaster General's criteria. Some ornamental boxes will not be allowed.*

Does my contractor need to have insurance with the St. Clair County Road Commission? *Yes. All contractors must have a certificate of insurance on file with the Road Commission in order to work in the right of way.*

What will happen if I don't bother to get a permit? *Your driveway or other facility may be removed by the St. Clair County Road Commission. If a driveway already exists, but you are obtaining a Building Permit, you need to apply for a driveway permit to have the existing driveway inspected.*

Do I need to be concerned about where the rain water drains? *Yes. Rain drainage is an integral part of our site plan and design.*