

# Washington County Rural Driveway Construction Checklist / Inspection Form

Address/Location of Proposed Development _____		
Name: _____	Contact Phone # _____	Tax Lot # _____
Type of Development (Site Plan must be attached) _____		

## PRE-CONSTRUCTION INSTRUCTIONS

**Step 1:** TO BE COMPLETED BY COUNTY PLANNING OFFICIAL: Visit Washington County Current Planning Services Division to have this section completed. Washington County offices are located at 155 N. 1st Avenue, 3rd Floor, in Hillsboro. Phone 503-846-8761.

- Yes, the development is exempt from land use permits (provide ordinance reference)
- Yes, the development is permitted outright (provide ordinance reference)
- Yes, the development has received preliminary approval (provide land use case file number)
- No, the development is not permitted / has not received necessary approval (provide ordinance reference)

Planning Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Step 2:** Read driveway construction requirements listed below. Bring plans and drawings to the Fire District for pre-approval. Existing driveways must fully meet these standards. Contact your local Fire District if questions arise, particularly if grade issues may exist as driveways will be fully expected to meet grade requirements. Fire District contact is listed on the reverse of this page.

Comments/Conditions: \_\_\_\_\_

Fire District Pre-Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Step 3:** Submit Grading Permit application and this form to Washington County Building Services Division. (503-846-3470).

**Step 4:** Obtain an issued Grading Permit and obtain Building Services staff signature, below.

Building Services Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Grading Permit# \_\_\_\_\_

## CONSTRUCTION INSTRUCTIONS

While Building Services determine the strength and structural integrity of the road/driveway through the grading permit (where required), the Oregon Fire Code requires driveway improvements that are safe and passable prior to the construction of new buildings (OFC501.4). The primary reason for this requirement is to be assured road improvements are adequate for fire protection equipment to reach the site. Construct the driveway to the standards below and check completion for each construction point listed. Contact your local fire district as construction questions arise. Fire District contact is listed on the reverse of this page.

**Step 1:** Complete construction of the driveway and sign this form to confirm that the driveway is fully constructed as required.

- 12 foot travel lane is required with 6 inches of base rock and 2 inches of surface rock or per engineered drawings. Your fire official may approve the delay of surface rock installation until the completion of the project, however 6" of base rock is always required. (OFC 503.2.3)
- Horizontal clearance shall have an unobstructed driving surface width of not less than 20 feet unless approved by the fire district. Vertical clearance not less than 13 feet 6 inches. Trees and brush must be removed as needed along the proposed driveway. (OFC 503.2.1 & D103.1) See diagram on the reverse side.
- The inside and outside turning radius shall not be less than 28 feet and 48 feet respectively, measured from the same center point. (OFC 503.2.4 & D103.3)
- Access driveways over 200 feet in length to the nearest portion of the house, shall be provided with an approved turnaround at the end. (OFC 503.2.5) If the planned driveway will be over 400' in length contact your local fire official to approve the location and quantity of turnouts. Turnouts 10 feet wide and 30 feet long are required on any access driveway exceeding 400 feet in length. (OFC Chapter 5) See approved diagram on the reverse side.
- Road grade shall not exceed 15%. (OFC 503.2.7 and OFC 503.1.1) See diagram on the reverse side.
- A permanent address sign must be installed at the base of the driveway facing all approaches and at all intersections. Address signs shall be posted in a position to be plainly visible and legible. Numbers shall be at least 3" in height and contrast with their background. See information on reverse side.

 **CHECK LIST MUST BE COMPLETED BY OWNER / BUILDER CONFIRMING COMPLETE CONSTRUCTION OF DRIVEWAY. BY SIGNING, I CERTIFY THE DRIVEWAY FOR THIS PROPOSED DEVELOPMENT IS COMPLETED TO THE ABOVE STANDARDS**

Owner / Builder Signature: \_\_\_\_\_ Date \_\_\_\_\_

**Step 2:** Contact your local Fire District for final driveway inspection and approval. Do not request an inspection until the driveway is fully constructed and documented on this form. Contact your local Fire District with any questions that may arise. **THIS SECTION TO BE COMPLETED BY FIRE DISTRICT UPON FINAL INSPECTION.**

- Final Approval- Driveway improvements to the proposed development site are suitable for access by Fire District equipment.
- Denied- \_\_\_\_\_

Deficiencies:  Surface Rock Required     Additional Base Rock Required     Turnaround Required     Address Sign Needed  
 Turnouts Required     Other: \_\_\_\_\_     Other: \_\_\_\_\_

Fire Official: \_\_\_\_\_ Fire District: \_\_\_\_\_ Date \_\_\_\_\_

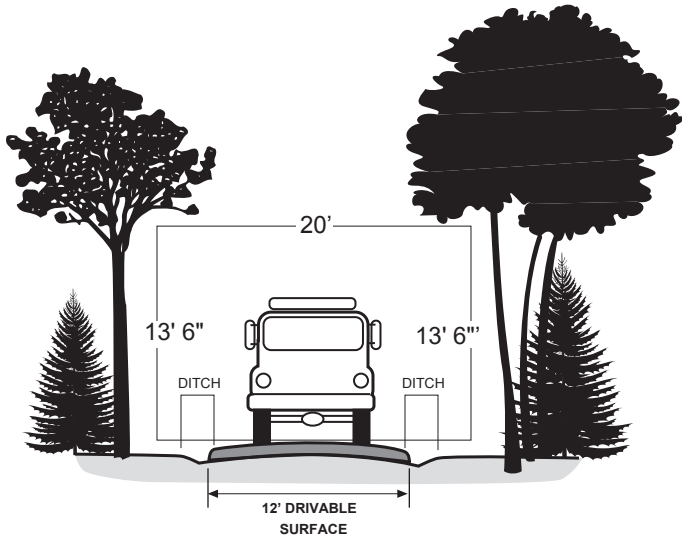
- RE-INSPECTION REQUIRED if checked due to deficiencies indicated above. Once deficiencies have been corrected call Fire District for re-inspection. Final approval will be indicated with Fire Official signature below.

Fire Official: \_\_\_\_\_ Fire District: \_\_\_\_\_ Date \_\_\_\_\_

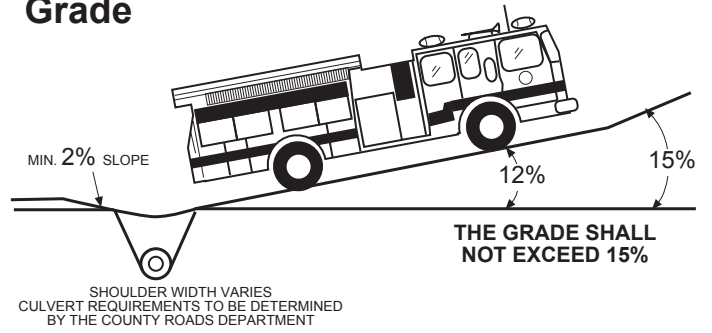
**Step 3:** Once approval is obtained from your local Fire District, return this form to Washington County Building Services (503-846-3470) for final Washington County inspections to be scheduled.

# Fire District Rural Driveway Access Guide

## Travel width and required clearance



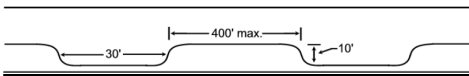
## Grade



With the increase of homes in the rural area, the need for adequate fire district access is ever more critical. The risk of wildfire and other emergency incidents increase with home density. Many existing driveways do not provide the needed access for emergency apparatus. New homes will be expected to fully meet current driveway construction requirements. If the home site is located on sloped property, we recommend you determine site grade and contact your local fire official for input prior to driveway construction. If project requires a private bridge, contact the fire district for design requirements. Existing or planned logging roads are not acceptable for driveway access. If they are to be used for driveway access, they must meet all requirements outlined in this document for driveway access.

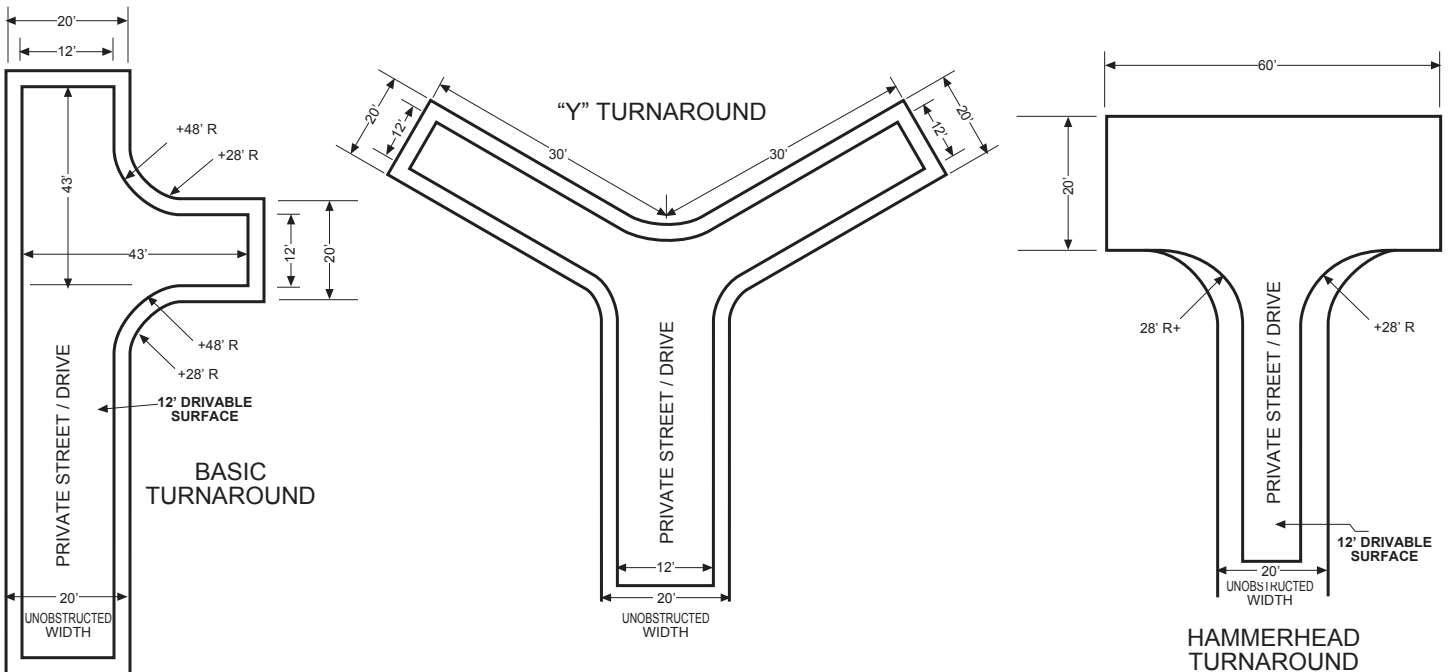
## Turnouts

Turnouts 10 feet wide and 30 feet long are required on any access driveway exceeding 400 feet in length.



## Turnarounds

Access driveways over 200 feet in length shall provide one of the following turnarounds at the end of the driveway or alternate design as approved by the fire district.



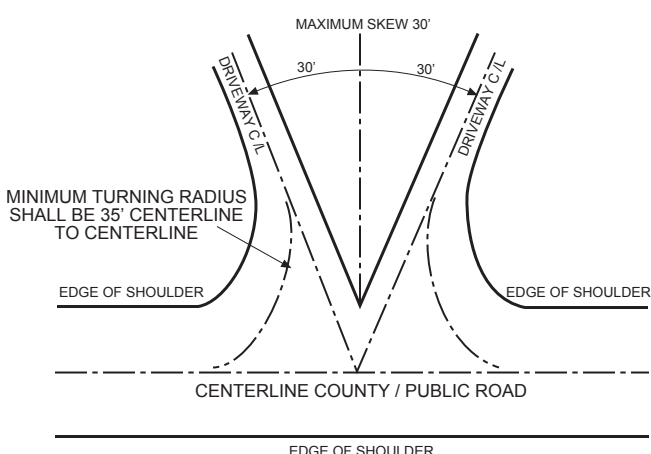
## Address Signs

Permanent address sign(s) must be installed at the base of the driveway. Address signs shall be posted in a position to be plainly visible and legible from the direction of approach. Numbers shall be 3" in height and contrast with their background. Address signs can be obtained from your local Fire District.

## Fire District Contact:

Banks Fire District #13	503-324-6262
Cornelius Fire Department	503-992-3240
Forest Grove Fire & Rescue	503-992-3240
Gaston Fire District	503-985-7575
Hillsboro Fire Department	503-681-6166
TVF&R	503-259-1550
Special Conditions	

## Road Approach Plan



## Firefighting Water Supplies Note

For residential structures over 3,600 square feet, including the garage, a water supply for fire suppression may be required in accordance with NFPA 1142. Contact your local fire district to determine if a water supply is required for your project. Residential fire sprinklers or other Uniform Alternate Construction Standards in accordance with OAR 918-480-0125 may be an acceptable alternative to the required water supply as approved by the Building Official.

revised 12/27/2019