

## CHECKLIST FOR BRIDGE PERMIT APPLICATIONS

In an effort to be sure you have everything you need when you come to submit your plans and application for a bridge permit, we have developed this checklist. Make sure you have checked off each of the following:

- Application: Make sure you have the proper type, i.e. bridge permit application. All applicable portions of the permit should be filled in if you are unsure about the applicability of a question, please ask at the time of submittal.
  
- Plans: Provide 2 sets of plans, one hard copy, and one digital copy in PDF format. They should be full sets with a site plan as the first page, and all applicable stamps (engineers or architects).
  
- Proof of Ownership: We need a copy of either a Warranty Deed, or quick claim deed with your bridge permit application. You can get one at the Teton County Clerk's Land Records Office, located in the basement of the County Administration building.
  
- Letter of Authorization: If you are not the owner, or if the owner has not signed the application, you must have a Letter of Authorization. This letter must be notarized, and can be found in the back of the application packet.
  
- Grading & Erosion Control Permit Application: Depending on the site disturbance, and the slope of the property; you may need to fill out and turn in one of these applications. If so, there are two types of Grading & Erosion Control applications. A Statement level and Plan level. Both require application submittal and 3 sets of grading drawings. However the plan level requires a pre-application meeting with the planning and engineering department. You can contact our office @ 733-3959 and ask for the planner of the day for any questions. Grading statement level Fee \$350, Plan \$600.
  
- Check or Cash: You will be asked for the permit fee at the time of application submittal. Please refer to the fee schedule included in the application packet to assist you in calculating the correct fee. Please bring a separate check for each application.

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**TETON COUNTY ENGINEERING**  
**320 S. King Street**  
**P.O. Box 3594, Jackson, WY 83001**  
**Phone: (307) 733-3317 Fax: (307) 734-3864**

*For Office Use Only*

<b>DATE RECEIVED:</b>	<b>PERMIT #</b>
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## BRIDGE PERMIT APPLICATION

This application is for bridges and their associated work. All bridges shall be engineered to support the imposed load of a large fire apparatus, which may be used on it, and shall meet design requirements of the AASHTO Standard Specifications for Highway Bridges.

**PLEASE TYPE OR PRINT THIS FORM IN INK ONLY**

<b>OWNER(S):</b> _____		
MAILING ADDRESS: _____		
	CITY	STATE/ZIP
E-MAIL ADDRESS: _____ PHONE: _____		
<b>APPLICANT:</b> <i>(Contact Person)</i> _____		
<i>If applicant is other than owner, a notarized Teton County <b>Letter of Authorization</b> must accompany this application. Only the owner or his/her authorized agent may sign either the application, correction list or permit.</i>		
MAILING ADDRESS: _____		
	CITY	STATE/ZIP
E-MAIL ADDRESS: _____ PHONE: _____		
<b>DESIGN ENGINEER:</b> _____		
MAILING ADDRESS: _____		
	CITY	STATE/ZIP
E-MAIL ADDRESS: _____ PHONE: _____		
<b>CONTRACTOR:</b> _____		
MAILING ADDRESS: _____		
	CITY	STATE/ZIP
E-MAIL ADDRESS: _____ PHONE: _____		
<b>SITE LOCATION:</b> List all properties effected. (If not enough room please attach list.)		
PHYSICAL ADDRESS: _____		
	CITY	STATE/ZIP
SUBDIVISION: _____		LOT(S): _____
PIDN(S): _____		

**BRIEF PROJECT DESCRIPTION AND PURPOSE:** (i.e. Stream/Wetland Crossing, Roadway, Pathway, etc.)

TYPE OF PROJECT: (check one)      NEW      EXISTING      TYPE OF USE: (check one)      PUBLIC      PRIVATE

**PROPOSED ACCESS:** If proposed construction is accessed by a State or County road. An approved Road Access Permit must accompany this Application. Please contact:

**Wyoming Dept of Transportation**  
1040 E Evans Ln, Jackson (307) 733-3665

**Teton County Road & Levee Department**  
3190 S Adams Canyon Dr, Jackson (307)733-7190

**SITE DEVELOPEMENT:**

GROSS SITE AREA: \_\_\_\_\_ ACRES OR \_\_\_\_\_ SQUARE FEET

**SITE TOPOGRAPHY:**

Percent of slope to be developed: Finished Grade of bridge \_\_\_\_\_ %

**GRADING:** (There is a separate application for this.)

**A Grading and Erosion Control Statement** will be required for:

- a. slopes of 0-5%, if area disturbed is at least 12000 square feet, but less than 1 acre.
- b. slopes of greater than 5-15%, if area disturbed is as least 1000 square feet but less than 1 acre.

**A Grading and Erosion Control Plan**, prepared by a registered Wyoming professional engineer or landscape architect, will be required for:

- a. slopes of 0-15%, if area disturbed is 1 acre or larger.
- b. slopes of greater than 15%, if area disturbed is greater than 3000 square feet.

**SETBACKS:**

What is the distance of the proposed structures from property and road easement lines, rivers, streams, ponds, wetlands and ditches? Clearly show any of these features on your site plan. A certificate of Placement may be required to verify placement of proposed structure.

FRONT \_\_\_\_\_ REAR \_\_\_\_\_ LEFT SIDE \_\_\_\_\_ RIGHT SIDE \_\_\_\_\_  
ROADWAYS \_\_\_\_\_ WETLANDS \_\_\_\_\_ TRUMPETER SWAN/BALD EAGLE NEST \_\_\_\_\_

**HEIGHT OF STRUCTURE:** \_\_\_\_\_ FEET

*\*The height of bridge is a vertical dimension measured from the surface of the stream or existing grade of wetland to the highest point of the structure.*

**OVERALL STRUCTURE LENGTH:** \_\_\_\_\_ FEET      **MAXIMUM SPAN LENGTH:** \_\_\_\_\_ FEET

**CLEAR WIDTH OF STRUCTURE:** \_\_\_\_\_ FEET (Minimum width 14 feet)

**MAXIMUM ANTICIPATED LOAD:** \_\_\_\_\_ TONS (Minimum load for public bridges HS20-44, Minimum load for private bridges H15-44)

**MATERIAL COMPOSITION:**

ABUTMENTS: \_\_\_\_\_ PIERS: \_\_\_\_\_ SUPERSTRUCTURE: \_\_\_\_\_

**BRIDGE RAIL TYPE:** \_\_\_\_\_

\*Bridge rail is required for bridges open to the public; other bridges subject to the discretion of the Engineer of Record.

**UTILITIES:** Are there utilities attached to bridge or buried in the embankment? \_\_\_\_\_

**ESTIMATED COST OF CONSTRUCTION:** \_\_\_\_\_

\*This figure should be the actual cost of construction that will be reported to the Census Bureau.

**SPECIAL REQUIREMENTS OF THE COUNTY LAND DEVELOPEMENT REGULATIONS**

Environmental Analysis: Development outside of the Neighborhood Conservation District may require an Environmental Analysis. See Division 3100 Environmental Analysis.

**TEMPORARY SHELTER:**

Indicate source of water and where waste (including portable toilets) will be disposed. Show location of job trailer/office on site plan. Job trailer/offices used during construction are permitted for one year only. An additional year may be permitted if applied for in writing prior to the end of the first year. No further extensions for this this use are permitted.

If you intend to use a job trailer/office on site during construction, please indicate size and description:

**FLOODPLAIN:**

See County Floodplain Management Resolution and Flood Insurance Rate Maps (FIRMS), which are available in the County Planning and Development Department. Also see the County GIS Map Server Website <http://www2.tetonwyo.org/mapserver/> Click on the Map Layer Icon to select FEMA Flood Hazard Zones.

Is the structure located in a flood plain? \_\_\_\_\_ (*Development within the 10-year flood plain is prohibited.*)

If so, provide:

Flood Zone Designation: \_\_\_\_\_

Is the structure located in a Special Flood Hazard Area? \_\_\_\_\_

If so, provide:

Base Flood Elevation: \_\_\_\_\_

Elevation of the lowest level of the structure: \_\_\_\_\_ (*i.e. abutments, stringers, etc.*)

Lowest elevation of electrical: \_\_\_\_\_

Lowest elevation of other service facilities: \_\_\_\_\_

Development in a Special Flood Hazard Area requires both a Design and As-Built Elevation Certificate and may require a Bridge Under Construction Elevation Certificate. The Elevation Certificates must be executed by a Wyoming licensed Land Surveyor or Professional Engineer.

**WETLANDS:**

Are there wetlands located on or adjacent to the site of the proposed structure or access roadway? Identified wetlands and their setbacks shall be shown on a site plan.

**URBAN-WILD LAND INTERFACE:**

An Urban-Wildlife Interface Area is defined as a geographical area where structures and other human development meets or intermingles with Wild Land or vegetative fuels. The Urban-Wild Land Interface Areas are mapped as Fire Evacuation Zones. See the County GIS Map Server Website: <http://www2.tetonwyo.org/mapserver/> Click on the Map Layer icon to select the Fire Evacuation Zone Layer.

Is the property located in an Urban-Wild Land Interface? If so a Wild Land Assessment is required prior to submitting the permit application. Contact the Fire Marshall at 307-733-4732 to arrange for a meeting.

**NOTICE TO DEVELOPERS AND BUILDERS:**

The U.S. Army Corps of Engineers regulates the placement of dredged and fill material into wetlands and other waters of the United States as authorized primarily by Section 404 of the Clean Water Act (33 U.S.C. 1344). The term "waters of the United States" has been broadly defined as all waters that were, are, or could be used in interstate commerce and includes lakes, rivers, streams (including ephemeral steams), mud flats, wetlands, sloughs, playa lakes, and ponds. Wetlands are defined as areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions.

Although Teton County regulates wetlands, Teton County does not administer any aspect of the Section 404 program. It is the landowner's responsibility to contact the Corps prior to placing any fill in waters of the U.S. The Section 404 program in Wyoming is administered by the Corps Wyoming Regulator Office located at 2232 Dell Range Boulevard, Suite 210, Cheyenne, Wyoming 82009. Information on Section 404 requirements can be obtained by contacting the Wyoming Regulatory Office at (307) 772-2300 or by visiting its web site at <https://www.nwo.usace.army.mil/html/od-rwy/Wyoming.htm>.

**SPECIAL INSPECTIONS:** Concrete testing, Reinforcing steel inspections, Pile driving you must have a final inspection by the Engineer of Record, or by special inspection done by an independent Engineer, in order to satisfy the Certification of Completion.

**CERTIFICATE OF COMPLETION IS REQUIRED:** Before use of bridge, you must have a final inspection by the Engineer of Record. Following this inspection, a Certificate of Completion will be issued. Use of bridge without a final inspection may make you subject to fines under the Teton County Comprehensive Plan.

**APPLICANT'S SIGNATURE, CERTIFICATION AND AUTHORIZATION:**

Under penalty of perjury, I hereby certify that I have read this application and state that the information herein is correct and I swear that any information which may be hereafter given by me in hearing before the Planning Commission of Teton County or the Board of County Commissioners of Teton County shall be truthful and correct. I agree to comply with all County regulations and State laws relating to the subject matter of this application and hereby authorize representatives of this County to enter upon the above mentioned property for inspection purposes.

In signing this application, I acknowledge that the County's acceptance of this application and a plan review fee does not constitute approval of a permit. I agree not to commence any work for which this application is being made prior to approval of this application by the appropriate County agencies and payment of any fees due.

\_\_\_\_\_  
**SIGNATURE OF APPLICANT**

\_\_\_\_\_  
DATE

\_\_\_\_\_  
**PRINT NAME**

\_\_\_\_\_  
TITLE

\*\*\*\*\*

**FOR OFFICE USE ONLY**

BRIDGE PERMIT NO. BRG ZONE \_\_\_\_\_ BASE FLOOD ELEV. \_\_\_\_\_

PIDN \_\_\_\_\_ OWNERSHIP MAP \_\_\_\_\_

PARCEL ADDRESS \_\_\_\_\_

FEE \_\_\_\_\_ REC'D BY \_\_\_\_\_ DATE \_\_\_\_\_

FORM OF PAYMENT (CIRCLE ONE): CASH CHECK (# ) OTHER