

# Frequently Asked Questions

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## **General Questions**

**Q: What are the Duties of the County Engineer?**

- A:**
1. Responsible for the maintenance, repair, widening, resurfacing and reconstruction of pavements and bridges in the County Highway System.
  2. Serves as an engineering advisor to the Township Trustees for the maintenance, widening and repair of their highways.
  3. Responsible for the bridges on both County and Township Highway Systems.
  4. Performs the annual inspection, evaluation of the condition and load-carrying capacity of each bridge.
  5. Serves as the County Tax Map Draftsman (Funded by County Commissioners)
  6. Serves as the Engineer for all County Public Improvements (Not Funded)

**Q: Who does the County Engineer Answer to?**

- A:** The County Engineer is an Elected Official and answers to the Citizens of Hancock County

**Q: Is there a charge for the county maps?**

- A:** Individual County Highway Maps are free to the public and are available at the County Engineer's Office. Maps may be mailed provided postage is paid prior to mailing.

**Q: Hours of Operation of County Garage (County Maintenance Facility)?**

- A:** The Hours of Operation are:
- A:** Summer Season (June through August)  
Monday through Thursday - 6:00 am to 4:30 pm
- A:** Winter Season (September through May)  
Monday through Friday - 7:00 am to 3:30 pm

**Q: Hours of Operation of County Engineer's Office?**

- A:** The Hours of Operation are: Monday through Friday 7:00 am to 3:30 pm

**Q: Where do I get my address?**

- A:** County Address are administered by the Hancock County Regional Planning Commission at (419) 424-7094.

**Q: What does the flags and paint marks on my property mean?**

- A:** The flags and paint marks mean that a public utility or government agency is going to be doing some work in that area. Our office will not know who that entity is unless it is for work that we are performing.

## **Roads and Bridges**

**Q: If I have a road complaint who do I contact?**

**A:** 1. If it is on a County road, contact the County Engineer's Office at (419) 422-7433

**A:** 2. If it is on an Interstate or State road, contact the ODOT at 419-422-2451.

**A:** 3. If it is on an Findlay Street or inside the City limits, contact the City of Findlay at 419-424-7137.

**A:** 4. If it is located on a village street, contact the appropriate Village.

**A:** 5. If it is located on a Township road, contact the appropriate Township.

**Q: If it is after business hours, who do I call with a County road issue?**

**A:** Contact the Hancock County Sheriff at 419-422-2424 and they will dispatch the appropriate first responders.

**Q: Who is responsible for County Roads?**

**A:** There are approximately 358 miles of county road in Hancock County. The County Engineer is responsible for these roads. Some of these roads include: CR 313, CR 12, CR 216, CR 220, CR 99, etc. There are exceptions, but most county roads are "connector" type roads. They serve as main arteries or "collectors" for the State roads. Contact the County Engineer at 419-422-7433.

**Q: Who is responsible for State Highways?**

**A:** There are approximately 270 miles of these roads in Hancock County. The Ohio Department of Transportation (ODOT) is responsible for these roads. Some of these roads include: Interstate 75, US 224, US 30, US 68, SR 12, SR 15, SR 235 and SR 698 etc. Contact ODOT at 419-422-2451.

**Q: Who is responsible for Township, City or Village Roads or Streets?**

**A:** Township roads are public roads maintained by each township Board of Trustees. These are generally low volume rural roads, subdivision and cul-de-sac roads within township limits.

Municipal roads are those located within a city or within an incorporated village. Some of these roads include: Bright Road, Main Street, Township Road 94, Brown Street, Jadlos Drive.

**Q: Who is responsible for Private Roads or Streets?**

**A:** The property owners maintain these roads.

**Q: How many Bridges is the County Engineer Responsible for?**

**A:** 372 Bridges that are on Township and County Roadways. By Ohio law the County Engineer is responsible for all bridges over 10-feet in length that are on County and Township Roads.

**Q: How many miles of road is the County Engineer Responsible for?**

**A:** 358 Miles of County Roadways

**Q: When will my road be paved?**

**A:** The County Engineer makes an assessment of the condition of all County Roads on an annual basis and determines the priority based on pavement condition, traffic volume and several other engineering related factors.

**Q: Are Trucks aloud to travel Township Roads?**

**A:** Yes, trucks that are 40 Tons (80,000 pounds) or less are allowed to travel on any County or Township Roads.

**Q: Why did you chip seal my road?**

**A:** Chip Sealing a road is a preventive maintenance procedure that extends the life of a road until enough funds are available to resurface.

**Q: Why are plow trucks throwing stones at my car?**

**A:** It is more that likely salt that is being used to treat the roadway for snow and ice.

**Q: Why do you put stone down instead of salt?**

**A:** The Hancock County Engineer's Road Maintenance crews us a mixture or salt and small stone to allow for melting and traction on our County Roadways.

**Q: Who do I contact to get my mail box fix when it gets hit by a snow plow?**

**A:** Please see our Mailbox Policy at [https://co.hancock.oh.us/docs/engineerdataprovider/permits/hancock-county-mailbox-policy.pdf?Status=Temp&sfvrsn=661227c4\\_2](https://co.hancock.oh.us/docs/engineerdataprovider/permits/hancock-county-mailbox-policy.pdf?Status=Temp&sfvrsn=661227c4_2) for a more through description of responsibility.

**Q: There is a dead animal in the County Road, who do I call?**

**A:** If the animal is physically in the roadway, contact the County Engineer's office at 419-422-7433. For other roads or streets contact the appropriate jurisdiction.

**Q: At stop sign on a County or Township Road is missing or has been stolen?**

**A:** Contact the County Engineer's Office immediately at 419-422-7433. If after regular hours, contact the Hancock County Sheriff at 419-422-2424 and they will dispatch the appropriate first responders.

**Q: My driveway and/or mailbox needs fixed, who do I contact?**

**A:** Driveways and mailboxes are the responsibility of the private property owner. Ohio Revised Code 5543.16 and 5571.16 states that the property owner is responsible for the cost and maintenance.

**Q: What is considered a road obstruction?**

**A:** Ohio Revised Code 5547.03 and 5547.04 defines an obstruction as any object or structure that interferes with the highway, culvert or bridge this includes all advertising or other signs and posters located on, along, or near a public highway that interfere with the view of drivers at curves and intersections.

## **Permits**

**Q: Do I need a permit to install driveway?**

**A:** Yes, the Ohio Revised Code requires the County to approve and supervise all work performed within County Right of Way. Please see Permits Tab for the permit application and instructions to obtain this permit prior to beginning work.

**Q: Do I need a permit for an Overweight or Oversized Load even if I have a permit from ODOT?**

**A:** Yes, the Ohio Revised Code requires the County to approve and permit all Overweight or Oversized loads traveling on County or Township Roadways.. Please see Permits Tab for the permit application and instructions to obtain this permit prior to beginning your trip.

## **Drainage**

**Q: My neighbor is building up his land and he is going to cause his water to flow on my property. What are you going to do about it?**

**A:** Hancock County does not have drainage laws so it is a private matter between you and your neighbor. **However**, if your neighbor is building in a floodplain, they are required to follow the flood plain regulations and obtain a permit.

**Q: Why am I getting a charge on my taxes for a ditch that doesn't run through my property?**

**A:** Petition Ditches are under the authority of the County Board of Commissioners and the Hancock County Soil and Water Conservation District. If you have a charge for a Petition Ditch on your taxes, your watershed where you own property drains to a Petitioned Ditch and all properties in that watershed pays a portion of the costs to maintain that Ditch. The County Commissioners may annually assess your taxes based on Ohio Revised Code 6137 to continually maintain that Ditch to benefit the entire watershed.

**Q: Can the county clean my creek?**

**A:** No, the County Engineer can only expend public funds on public roadways within the County. Creeks are private property in the State of Ohio unless Petitioned through the Petition Ditch Process.

**Q: How do I get the County to clean and pay for cleaning out my creek or ditch?**

**A:** The County is only authorized by Ohio law to maintain creeks and ditches that are location on County-maintained public road right of way. The **ONLY** way for the County to construct or maintain a creek or ditch on private property is if the Ditch is Petitioned through Ohio Petition Ditch process. See Ohio Revised Code 6131.

**Q: How do I Petition my Creek or Ditch?**

**A:** The first step is to meet with the County Engineer's Office to discuss the project and the details of the process. Call 419-422-7433.

**Q: Can you tell me the size of a structure that I will need to cross a stream on my property?**

**A:** No, the County Engineer can only provide advice and expend public funds on public roadways within the County.

**Q: What size of pipe do I need for my driveway?**

**A:** First, you need to apply for a driveway or ditch permit from the County Engineer. The Ohio Revised Code requires the County to approve and supervise all work performed within County Right of Way. Please see Permits Tab for the permit application and instructions to obtain this permit prior to beginning work.

**Q: Can the engineer design me a bridge to my property?**

**A:** No, the County Engineer can only expend public funds on public roadways within the County.

**Q: Will the county fix my drive and clean the ditch?**

**A:** Private driveways are the responsibility of the private property owner. Ohio Revised Code 5543.16 and 5571.16 states that the property owner is responsible for the cost and maintenance. Contact the County Engineers Office at 419-422-7433 regarding the request to clean a ditch along a County Road and a staff member will visit the site and prioritize the project with other County Maintenance Operations.

## **Property and Subdivisions**

**Q: Who gives me my "green" house number sign and where can I buy them?**

**A:** This is not a program administered by the County Engineer. You may purchase the signs and numbers at any home improvement store.

**Q: Do you have plat books?**

**A:** We no longer creating plat books due to the low demand and significant number of property transfers in the county causes the information to be out of date immediately after printing. For current tax map information please visit the Hancock County Auditor's website.

**Q: Where do I get surveys?**

**A:** You can find property surveys that we have on record on the County Engineer's website under the tab "Public Records". We are currently updating this information. If a Township and Section is not in our records you will need to contact the Hancock County Tax Map Office at (419) 424-7223.

**Q: Is there a charge for checking a legal description in our office?**

**A:** The County Engineer does not charge a fee for checking legal descriptions. However, there is a conveyance fee for the transfer of property. It is strongly recommended that all legal descriptions be pre-approved prior to being brought to the Courthouse for Transfer by the County Auditor.

**Q: Who do I contact about seeing how much it will cost to get utilities to my property?**

**A:** You will have to contact the individual utility company.

**Q: What is the smallest amount of land that I can build on?**

**A:** Contact the Hancock County Regional Planning Commission at (419) 424-7094.

**Q: I am building a Commercial Building, who do I need to call?**

**A:** The Wood County Building Department handles all commercial Building permits in Hancock County. If you are located in a Floodplain or need a driveway permit outside the City limits, contact our office. As always, you should contact your Zoning Official for their requirements as well.

**Q: Can I build a fence on my property line?**

**A:** The County Engineer is not responsible under Ohio Law to regulate building in Hancock County including fences, unless it involves a County or Township Road Right of Way. We recommend that you consult with a private attorney regarding Ohio Laws pertaining to this issue.