



## Dickinson County Secondary Roads Entrance Policy – January 1, 2023

A permit for each new, widened, or paved access to the Secondary Road System must be approved prior to construction. According to Section 318.8 of the Iowa Code; "A person shall not excavate, fill, or make a physical change within a highway right-of-way without obtaining a permit from the applicable highway authority". Any entrance constructed, widened or paved without a permit is a violation of Section 318.8 of the Code of Iowa and may be removed by the County at the expense of the party responsible for the infraction.

Nothing in these stipulations, shall preclude the County from entering upon said entrance on highway right-of-way and performing necessary maintenance for the protection of the highway.

### Culverts:

The County shall designate the size and length required for the entrance. Pipe shall be 16 gauge galvanized corrugated metal pipe, 1500 D tongue and groove concrete pipe, or corrugated double wall smooth interior plastic pipe. Use of Aprons will be optional. All pipe used shall be approved for use by the County Engineer. Minimum pipe size will be 15" Dia. unless otherwise approved.

The County assumes no liability for pipe from damages occurring to the pipe.

Pipe shall be installed in a manner that allows for proper drainage.

### Construction and Guidelines:

The maximum width is 60 feet. **Paved entrances shall not exceed 32 feet within the County R.O.W.**

Paved roads over 400 A.D.T. shall have foreslopes of 10:1 or flatter for dry fills and foreslopes of 8:1 or flatter tapered to 6:1 over culverts. Roads under 400 A.D.T. shall have foreslopes of 2:1 or flatter. Slopes to be calculated from the top of the entrance to the ditch flowline.

The entrance shall be shaped not to allow water from the property to drain onto the roadway.

### Paved Entrances:

The County assumes no responsibility for the paved surface. Entrance shall not be tied in any way to the roadway, bond breakers shall be used. As part of County Paving Projects, the County reserves the right to adjust the existing entrance elevation and material with the County's choice of materials. Applicant shall be responsible for any other improvements in adjusting entrance approach.

The County will not be held liable for any damage to this entrance within the County road R.O.W. during maintenance and improvement activities.

### ENGINEER'S ESTIMATE:

(actual quantities and materials used will be billed)

\_\_\_\_\_ Feet of  @ \$ \_\_\_\_\_ / Ft.      \_\_\_\_\_ BANDS @ \$ \_\_\_\_\_ / Each  
 \_\_\_\_\_ GRAVEL @ \$ \_\_\_\_\_ / CY      \_\_\_\_\_ DIRT @ \$ \_\_\_\_\_ / CY  
 Estimated Total \$ \_\_\_\_\_  Install by County? (No Paving by County)

*By signing, applicant agrees to all the terms, regulations and fees associated with this entrance request. The undersigned further agrees to reimburse Dickinson County for the actual costs of services provided; including all materials, labor and equipment to install the referenced access.*

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

(Landowner or Tenant)

### TO BE FILLED IN BY ENGINEER:

Entrance Request & Drainage Plan:  By: \_\_\_\_\_

Built Entrance Inspected: \_\_\_\_\_ (date) By: \_\_\_\_\_ (name)

Constructed Width: \_\_\_\_\_

Work Order # \_\_\_\_\_ District: **Spirit Lake**  **Lake Park**  **Milford**