

Revised  
March 10, 2005

### **Policy Concerning Entrances for Page County, Iowa**

Each request for an entrance will be considered on an individual basis. A request for an entrance onto a road that is within the jurisdiction of the Page County Secondary Road Department shall be made by filling out the "Entrance Permit Request" form attached to this policy, and submitting it to the Page County Engineer. Consideration will be made of whether or not there is an existing entrance on the same property. Normally only one entrance is allowed per property and only one driveway is allowed per home.

Exceptions may be made where circumstances dictate. Any entrance location may be disallowed if sight distance minimum requirements are not met. Minimum sight distances vary by road surface type according to the following table.

<u>Road Type</u>	<u>Minimum Sight Distance</u>
Paved	500 feet
Seal Coat	450 feet
Rock	400 feet
Dirt	300 feet

Sight distance determinations shall be performed using a height of eye of 42 inches and a height of object of 51 inches above the roadway surface.

The location, size of drainage structure, dimensions, slopes, and other characteristics of the entrance will be subject to the approval of the County Engineer.

If a culvert is required in order to carry the ditch drainage, the culvert is to have a minimum diameter of 18 inches. Larger diameters may be necessary depending on the drainage area. The culvert is to be a new culvert purchased from the Page County Secondary Road Department. The County Engineer will maintain a culvert price listing that will be updated periodically to reflect current actual bid prices plus a 10 percent markup for culvert pipes and bands. Page County will only sell pipes for locations that have an approved Entrance Permit. Page County will load culvert pipes. Page County is not responsible for delivery of pipes to the installation site.

All entrances are to be constructed by the landowner or their contractor at no cost to Page County. All work done within the Page County Secondary Road right-of-way shall be done in such a way as to provide adequate drainage and leave no standing water. Ditches are necessary for drainage of the roadbed and to trap drifting snow, and shall not be filled beyond the immediate location of the entrance. Soil needed to build the entrance shall not be obtained from anywhere within the right-of-way. All erosion control measures including seeding, granular

surfacing, concrete or asphalt work, or any other work associated with the entrance construction shall be the responsibility of the landowner or their contractor at no cost to Page County. The top of the entrance shall be shaped so that it does not drain water onto the roadway or shoulder. Page County will specify a minimum pipe diameter based on the drainage area. Calculations for pipe size will be done using commonly accepted methods, but there is no guarantee of the adequacy of the pipe size for carrying storm water. After its initial construction, any subsequent maintenance of the entrance is to be the responsibility of the landowner.

Page County will not place rock on entrances.

Relocation of an existing entrance will be considered on an individual basis and requires an Entrance Permit approved by the County Engineer.

Any entrances that are installed without an approved Entrance Permit from Page County must be removed. Notice will be served to the property owner requiring that the entrance be removed, and if it is not removed within a reasonable length of time, Page County will remove it and the cost of removal will be billed to the landowner.

Page County will maintain an inventory of all entrances. Any entrances in place at the time of the adoption of this policy do not require a new permit request, but are subject to the terms of this policy.

Policy Concerning Entrances  
for Page County, Iowa  
Adopted by the Page County Board of Supervisors  
on this 10<sup>th</sup> day of March, 2005

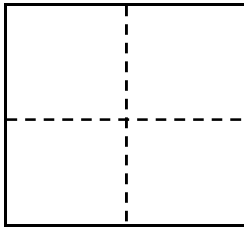
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Entrance Permit Request  
Page County Secondary Road Department

Location



Mark an "X" at the desired location

911 Address

Street \_\_\_\_\_

Number \_\_\_\_\_

Side of the road N S E W (circle one)

Additional directions \_\_\_\_\_

Section Number \_\_\_\_\_

Township \_\_\_\_\_

If entrance is being built by someone other than the applicant

Entrance Permit is being requested by

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

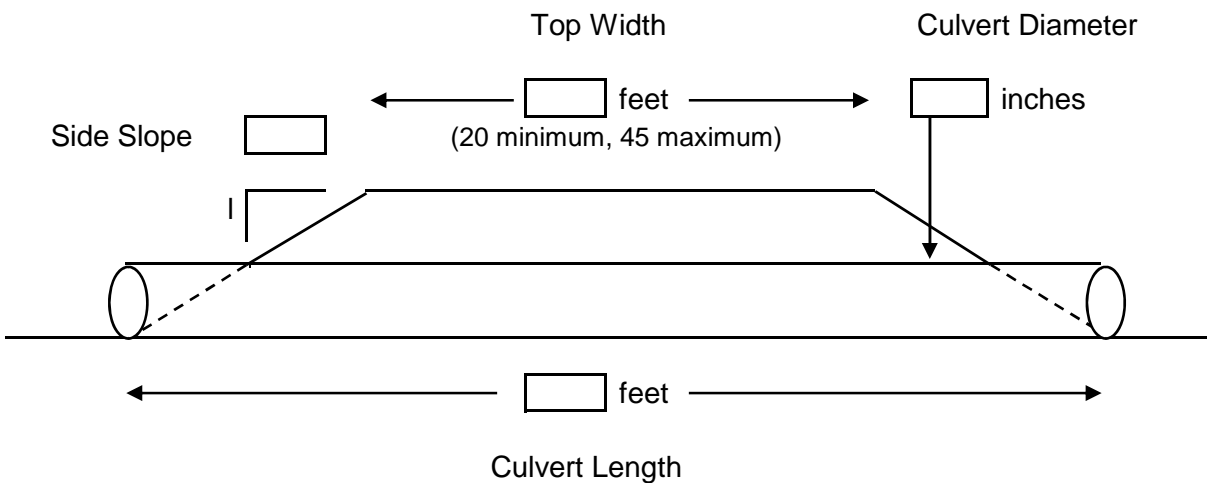
Phone \_\_\_\_\_

Requesting  permit for a new entrance

permit to reconstruct an existing entrance

Will this entrance serve more than one property? Yes / No

This request is for a  dry fill  pipe entrance



Drainage Area  acres

Sight Distance  feet left

feet right

Page County Engineer approval

Date

Expiration Date

(Work to be completed within one year)

We, the undersigned, are the owner, or owners of record, or the legal and duly authorized representative of the owner and agree that we shall save the County harmless of any damage or losses that may be sustained by any person, or persons, on account of the conditions and requirements of this agreement. Failure to comply with conditions and requirements of this agreement shall render this agreement and request null and void.

Signature \_\_\_\_\_ Address \_\_\_\_\_

Signature \_\_\_\_\_ Address \_\_\_\_\_

Signature \_\_\_\_\_ Address \_\_\_\_\_

Signature \_\_\_\_\_ Address \_\_\_\_\_