



DUBUQUE COUNTY SECONDARY ROADS DEPARTMENT

1225 SEIPPEL ROAD
DUBUQUE, IOWA 52002
PHONE (563) 557-7283 FAX (563) 557-1973

ENTRANCE APPLICATION NUMBER: _____

Owner: _____ Phone: _____

Address: _____ City/Zip: _____

Road/Location of Entrance: _____

Township: _____ Section: _____ Email: _____

TYPE OF USE: () FIELD () RESIDENTIAL () OTHER () SUBDIVISION
TYPE OF CONSTRUCTION: () NEW ENTRANCE () EXTENSION () UPGRADE EXISTING ENTRANCE

SPECIFICATIONS:

- 1. The Code of Iowa, Section 318.8 and the Dubuque County Board of Supervisors resolutions dated June 1, 1977, September 28, 2015, and September 23, 2019 shall apply.
2. Where applicable, only a new standard culvert pipe shall be installed. Concrete, corrugated metal or double-walled corrugated plastic pipe may be used. Pipe shall meet Iowa Department of Transportation Specifications.
3. The owner is responsible for all costs of labor and material for the entrance installation. Size and length of culvert shall be in accordance with the County Engineer's recommendation.
4. Entrances for residential or commercial use shall be surfaced with three inches (3") of Class "A" crushed stone. Field entrances shall be surfaced with two inches (2") of Class "A" crushed stone.
5. If paved with concrete, the concrete shall be kept back a minimum of six feet (6') from the roadway shoulder line. Exceptions may be allowed when the roadway and/or shoulder surface is an existing concrete surface.
6. Minimum fill over entrance pipes shall be one foot (1').
7. Entrances shall be graded/shaped as to avoid watershed draining onto the County road or shoulder.
8. Sight distance for entrances shall meet AASHTO specifications for stopping sight distance for posted speed limits.
9. Retaining walls or decorative items (railroad ties, stonework, etc.) shall not be placed on entrance side slopes within the County right-of-way.
10. If not installed according to specifications, the County may remove any entrance not built to these specifications.
11. When installation is complete and after surfacing is applied, please return the blue post card or call so that an installation inspection can be made.
12. Dubuque County will not assume any responsibility for maintenance of any entrance.
13. It is the responsibility of the property owner to install the entrance within limits of property lines.
14. This permit is void if the entrance location violates any plat, deed or covenant restriction.
15. This permit expires one (1) year from date of final approval. For extension or renewal phone (563) 557-7283.

Property Owner Signature: _____ Date: _____

PRELIMINARY SITE INSPECTION DATE: _____, 20____ BY: _____

Location Approved () Date: _____ County Engineer: _____

Location NOT Approved () _____

Location Approved () Date: _____ County Zoning: _____

Location NOT Approved () _____

COMMENTS: _____

INSTALLATION INSPECTION _____ COMPLETION DATE: _____
DATE/INITIALS _____
SURFACING _____
CULVERT _____
GRADE _____
COMMENTS _____
INSTALLATION APPROVED () INSTALLATION NOT APPROVED ()

DUBUQUE COUNTY - ENTRANCE PERMIT WORKSHEET **ENTRANCE APPLICATION NUMBER:** _____

Owner: _____ Phone: _____
 Address: _____ City/Zip: _____
 Road/Location of Entrance: _____
 Township: _____ Section: _____

TYPE OF USE: () FIELD **TYPE OF CONSTRUCTION:** () NEW ENTRANCE
 () RESIDENTIAL () EXTENSION
 () OTHER _____ () UPGRADE EXISTING ENTRANCE
 () SUBDIVISION

PRELIMINARY SITE INSPECTION DATE: _____ Traffic Count: _____

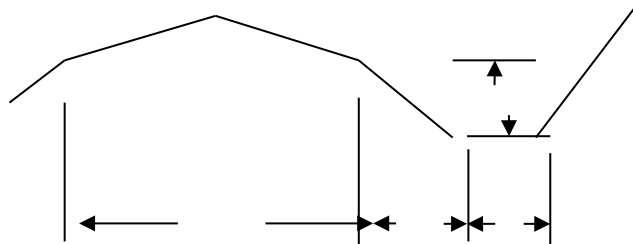
Location:

SIGHT DISTANCE:							
Speed Limit:	55*	50**	45	40	35	30	25
Minimum (FT)	495	425	360	305	250	200	150
Desirable (FT)	645	570	495	425	360	305	300
Measured Sight Distance (3.5 / 2.0)	Left						
	Right						
* unposted paved, sealcoat, hard surface road							
** unposted gravel, stone surface road							

ENTRANCE SPACING:					
V.P.D.	SPEED				
	55	50	45	40	35
500 or more	660'	605'	560'	515'	500'
250 - 499	500'	445'	400'	355'	340'
0 - 250	330'	285'	245'	210'	185'

Road Section:

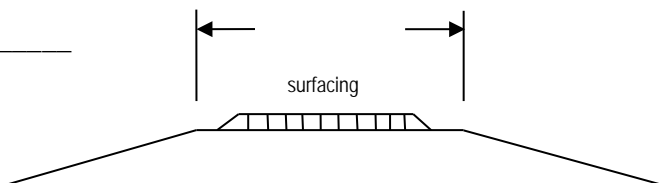
Looking: _____



SIDE SLOPES:		
Flatter sideslopes for safety are required if:		Present Conditions
a. The road has been reconstructed since 1990 or b. All of the below conditions are met:		
Class	Farm to Market	
Daily Traffic	400 or more	
M.P.H.	40 or more	
Surface	Paved or to be paved	
Required Sideslope		

Driveway Section:

Looking: _____



DRAINAGE:	
Upstream Entrance: dist.	_____ dia. _____
Upstream X-road Pipe: dist.	_____ dia. _____
Ditch Slope (approx. % grade):	_____
Drainage Area:	_____
Run-off Index:	_____
Required Culvert Size:	_____

MINIMUM CULVERT SIZE NEEDED TO INSTALL	
Culvert Diameter	_____ inches
Culvert Length	_____ feet