

SHELBY COUNTY ENTRANCE APPLICATION

Date _____ Cell number _____

Applicant _____ Phone number _____

Address _____

City _____ State _____ Zip Code _____

Location: Section _____

Township _____

911 Address _____

Put an "X" on the map at the right to indicate where the entrance will be located:

NW	NE
SW	SE

A permit is hereby requested to construct (widen) an entrance _____ feet in width, including, if necessary, a drainage structure.

To be installed by: _____ farmer _____ contractor _____ County

Flag given to farmer to place at desired location of entrance _____ yes _____ no

FOR THE APPLICANT:

I agree with the provisions of this entrance application and agree to pay any costs billed me by the County.

Signature of Applicant

.....
Pipe needed: ____ yes ____ no Size: ____ 24" ____ 30" ____ 36" ____ 48" ____ 60"

ENTRANCE INSTALLED BY FARMER:

Initially inspected by: _____

_____ ft. _____ dia. pipe; _____ qty. _____ dia. band _____ picked up _____ delivered

Notified motor grader operator about entrance: _____ yes _____ no

Remarks: _____

ENTRANCE INSTALLED BY CONTRACTOR:

Contractor's name: _____

Initially inspected by: _____ Date _____

_____ ft. _____ dia. pipe; _____ qty. _____ dia. band _____ picked up _____ delivered

Notified motor grader operator about entrance: _____ yes _____ no

Remarks: _____

ENTRANCE INSTALLED BY COUNTY:

Initially inspected by: _____

Installed by: _____ Date _____

_____ ft. _____ dia. pipe; _____ qty. _____ dia. band _____ new

Crawler time _____ Truck time _____ Motorgrader time _____ Ditch Cleaner time _____

Remarks: _____

ENTRANCE POLICY

REMOVALS – Shelby County will remove drives at no cost when requested by an adjacent owner provided the County will benefit by the removal.

ADDITIONAL ACCESSES, EXTENSIONS AND RELOCATIONS – The applicant shall be responsible for 100% of the cost of construction.

SALVAGE – The County retains ownership and salvage rights to any materials placed into any driveway.

INSTALLATION – Installation may be done by the County, private contractor or the applicant. Site distance must be approved by the County Engineer's office. The County shall inspect all contractor and applicant installed drives at no charge. Improperly installed drives shall be corrected at the cost of the applicant.

CULVERTS - The culvert pipe shall be new material and must be the minimum length and diameter specified on the entrance application.

STATEMENT OF CHARGES

_____ ft.	_____ " dia. corr. culv. at _____	per ft	= \$ _____
_____ qty.	_____ " dia. corr. band at _____	each	= _____
_____ hours	crawler at _____	per hour	= _____
_____ hours	truck at _____	per hour	= _____
_____ hours	ditch cleaner at _____	per hour	= _____
_____ hours	motorgrader at _____	per hour	= _____
Miscellaneous charges: _____			= _____
_____			= _____
TOTAL AMOUNT OWED			= _____

PLEASE MAKE CHECK PAYABLE TO "SHELBY COUNTY" AND RETURN CHECK TO THE COUNTY ENGINEER'S OFFICE SO PROPER CREDIT MAY BE GIVEN. THANK YOU!

SHELBY COUNTY SCHEDULE OF EQUIPMENT CHARGES USED FOR ENTRANCE INSTALLATIONS/EXTENSIONS

Ditch Cleaning Machine	\$75.00/hr.
Dump Truck	\$50.00/hr
Motorgrader	\$75.00/hr
Crawler Dozer	\$75.00/hr

Hourly rates listed above include operator.

BACKGROUND:

revised 1-15-88

It is intended by the County Board of Supervisors to provide adequate access off the Secondary Road System to all residents. For agricultural uses, one entrance will be allowed for each 40 acre parcel or more, unless divided by a waterway. Residential and commercial access will be considered on a case by case basis.

POLICY:

Realizing the above conditions and circumstances, and wanting to be as efficient in the use of road funds as possible, the Board of Supervisors has adopted the following policy.

1. The County Engineer will require a no cost permit for each new or widened entrance to the Secondary Road system. Location of entrance will be at the owner's request if sight distance (350' min.- gravel, 600' min.-paved) and other related factors are approved by the Engineer.

2. Slope from the edge of entrance to the ditch flowline will be as follows:

Paved Road/Dry Fill= 8:1
Paved Road/Culvert= 6:1
Gravel Road/Dry Fill= 4:1
Gravel Road/Culvert= 4:1

The minimum width on private entrances is 20 ft. and maximum on a commercial entrance is 32 ft.. Shelby County will designate the minimum length, and diameter of pipe to achieve efficient drainage and width of entrance. No entrance pipe shall be less than 18 inches in diameter.

3. The first priority for equipment used in entrance placement is cleaning out the ends of drainage structures, replacing damaged or separated culverts, washouts, and bridges. Therefore entrance work is a low priority scheduling item. The owner may have the entrance installed by private contractors. All work by others will be subject to approval by road foremen.

4. Costs of all new/permitted installations will be borne by the owner. The county will maintain stockpiles of new pipe for purchase. Shelby County will assume maintenance of entrances after installation.

5. All culverts placed in entrances shall be metal, annular corrugation meeting IDOT specification.

6. Extensions of existing entrances will only be allowed when the ends of the existing culvert are suitable to allow same.

7. The owner who needs surfacing on said drive will do so at his cost as the county will only do so to house drives when grading, paving, or repairing.

8. Approximately midway between the right of way line (fence line) and the edge of the road, the elevation of the entrance shall be at least six (6) inches lower than that of the edge of the road.

9. All necessary and proper barricades, flares, etc., as per the Manual on Uniform Traffic Control Devices, shall be furnished by and maintained by the applicant. Maximum safety precautions shall be maintained at all times to protect workers, property owners and the traveling public from accidents due to the operations of the applicant.

10. Shelby County shall be indemnified and saved harmless of any damages resulting from the applicant's operations.

Adopted this 16th day of JANUARY, 1996 by the Shelby County Board of Supervisors.


Gayle Petersen, Chairman


LaVon Christensen, Member


Norman Mathiasen, Member

revised 1-15-96