



**DUBUQUE COUNTY SECONDARY ROADS DEPARTMENT**

13047 CITY VIEW DRIVE  
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: \_\_\_\_\_

<b>TYPE OF USE:</b>	<input type="checkbox"/> FIELD	<b>TYPE OF CONSTRUCTION:</b>	<input type="checkbox"/> NEW ENTRANCE
	<input type="checkbox"/> RESIDENTIAL		<input type="checkbox"/> EXTENSION
	<input type="checkbox"/> OTHER _____		<input type="checkbox"/> UPGRADE EXISTING ENTRANCE
	<input type="checkbox"/> SUBDIVISION		

**SPECIFICATIONS:**

1. The Code of Iowa, Section 318.8 and the Dubuque County Board of Supervisors resolution dated June 1, 1977 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. Sight distance for entrances shall meet AASHTO specifications for stopping sight distance for posted speed limits.
8. Retaining walls or decorative items (railroad ties, stonework, etc.) shall not be placed on entrance side slopes within the County right-of-way.
9. If not installed according to specifications, the County may remove any entrance not built to these specifications.
10. 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.
11. Dubuque County will not assume any responsibility for maintenance of any entrance.
12. This permit is void if the entrance location violates any plat, deed or covenant restriction.
13. **This permit expires one (1) year from date of final approval.** For extension or renewal phone (563) 557-7283.

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 _____	
_____	
_____	
<b>INSTALLATION APPROVED ( <input type="checkbox"/> )</b>	<b>INSTALLATION NOT APPROVED ( <input type="checkbox"/> )</b>

**DUBUQUE COUNTY - ENTRANCE PERMIT WORKSHEET**

**ENTRANCE APPLICATION NUMBER:** \_\_\_\_\_

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

**TYPE OF USE:** ( ) FIELD  
 ( ) RESIDENTIAL  
 ( ) OTHER \_\_\_\_\_  
 ( ) SUBDIVISION

**TYPE OF CONSTRUCTION:** ( ) NEW ENTRANCE  
 ( ) EXTENSION  
 ( ) UPGRADE EXISTING ENTRANCE

PRELIMINARY SITE INSPECTION DATE: \_\_\_\_\_ Traffic Count: \_\_\_\_\_

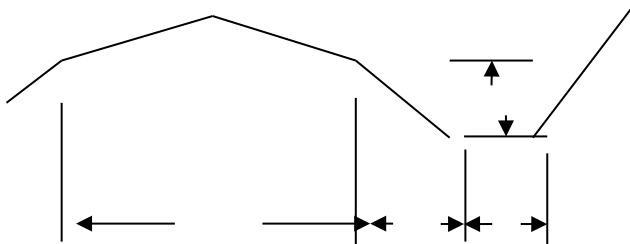
Location:

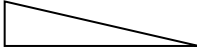
SIGHT DISTANCE:							
Speed Limit:	55*	50**	45	40	35	30	25
Minimum (FT)	495	425	360	305	250	200	150
Desirable (FT)	645	570	495	425	360	305	300
Measured Sight Distance (3.5 / 2.0)	Left						
	Right						
* unposted paved, sealcoat, hard surface road							
** unposted gravel, stone surface road							

ENTRANCE SPACING:					
	SPEED				
V.P.D.	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:

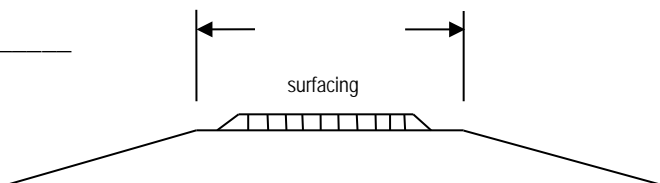
Looking: \_\_\_\_\_



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