



Cerro Gordo County Engineer

17274 Lark Ave., Mason City, Iowa 50401

(641) 424-9037
Fax (641) 424-9058

Brandon Billings, P.E.
Assistants: Andy Swinton and Spencer Nielsen
Administrative Assistant: Michele Eicklenborg

August 13, 2025

Mark E Wilson
5600 Lane Edge Road #211
McFarland WI, 53558

Dear Mr. Wilson

This letter is written notification that your request to build an entrance between 237th Street and Ventura Heights has been preliminarily approved. This entrance is subject to all specifications and construction requirements of the Cerro Gordo County Engineer. This entrance will require a minimum of 60' of new 24" diameter pipe. This pipe must be made of either corrugated metal or reinforced concrete and the pipe segments must be connected using factory banding. The maximum top width of your entrance is 40' at the property line. Your finished entrance must be surfaced with a minimum of 2 inches of ¾" crushed stone. The drive must be graded to guide water into the ditch and not onto adjoining roads. The specified approved driveway locations are shown on attached documentation.

This driveway will be removed at the owners expense if the attached special requirements are not met to cross the bike trail easement.

Please note that you will need a licensed contractor to build this entrance or if you would like to so it yourself, proof of insurance will be required as follows;

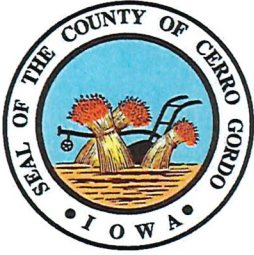
Public Liability Insurance, Each Occurrence	\$ 500,000
Property Damage Insurance, Each Occurrence	\$ 100,000
Automobile Liability Insurance	
Bodily Injury:	
Each Person	\$ 250,000
Each Occurrence	\$ 500,000
Property Damage	\$ 100,000
Umbrella	\$ 1,000,000

If you choose to have a licensed contractor build your entrance, please have them contact our office and we will issue the permit. If you choose to build the entrance yourself, we will need proof of insurance and a \$25 fee before the permit will be issued. After you receive your permit, you may proceed with your entrance construction. Please contact the Cerro Gordo County Engineers Office after the completion of your project so we can mark it as complete.

Sincerely,

A handwritten signature in black ink, appearing to read "Brandon Billings". The signature is fluid and cursive, with a prominent initial "B" and a long, sweeping underline.

Brandon Billings P.E.,
Cerro Gordo County Engineer



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Easement crossing conditions for property Access

1. The bike path must be rebuilt to my requirements for a distance 2ft wider than the driveway both north and south at the cost of the applicant.
2. The path cannot be left with debris from the property (mud, rocks, trees branches, etc) for more than 1 hour.
3. If the path ever is damaged by the use of the driveway It must be repaired temporarily within the day and permanently within 4 weeks of the damage
4. If the path has debris on it from the use of the driveway the driveway owner or renter must remove all debris within 1 hour of the obstruction
5. The owner or renter must carry insurance to cover the liability of someone having an accident due to the damage or debris left on the path while the owner uses the driveway