

ROAD ACCESS POLICY CERRO GORDO COUNTY, IOWA

THE FOLLOWING ACCESS POLICY IS HEREBY ADOPTED BY THE BOARD OF SUPERVISORS FOR CERRO GORDO COUNTY SECONDARY ROADS THIS 9TH DAY OF JUNE 2025, AND ALL PREVIOUSLY ADOPTED ACCESS POLICIES ARE HEREBY REPEALED.

A policy prescribing the minimum requirements and procedures for the construction, improvement, and relocation of accesses from private property onto Cerro Gordo County Secondary Roads.

BE IT RESOLVED by the Board of Supervisors of Cerro Gordo County, Iowa, that the following policy relating to and prescribing procedures for private landowners to gain ingress and egress to Cerro Gordo County Secondary Roads be adopted as follows:

ARTICLE I

Section I - Authority. Any person wishing to construct, improve, or relocate an access from a Cerro Gordo County Secondary Road shall first obtain a permit from the Cerro Gordo County Engineer.

ARTICLE II

Section I - Permit Application. Permit applications may be obtained at the office of the County Engineer. Application must be completed by the applicant and submitted to the Engineer's office not less than seven days prior to the desired application approval date.

ARTICLE III

Section I - Construction Standards.

1.01 Culvert Size. The minimum standard culvert size shall be 15 inches in diameter. The minimum size and length of a culvert shall be determined by the County Engineer.

1.02 Culvert Material. Only new material may be used. Concrete or corrugated metal pipe shall be as specified in the Iowa Department of Transportation's Standard Specifications for Highway and Bridge Construction with the exception that plastic pipe will no longer be permitted. Pipe shall be joined using manufacturer approved joining methods.

1.03 Width. Access width shall be no less than 24 feet and no more than 40 feet. The access width shall be 8 feet wider at the public roadway tapering to the specified width at a point 8 feet from the road.

1.04 Unpaved Surface Access Standards. All unpaved accesses shall be surfaced with a minimum of 2 inches of $\frac{3}{4}$ -inch gradation size of crushed rock. Accesses shall be surfaced from the roadway to the property line at the applicant's expense. Granular surface may not be higher than the edge of the roadway surface. All paved accesses shall meet the requirements and guidelines specified on a paved entrance permit.

1.05 Paved Surface Access Standards. The access surface profile shall slope downward away from the edge of the existing road surface at a minimum rate of $\frac{1}{4}$ " per foot for a distance of at least ten (10) feet from edge of surface for all accesses that currently slope downward away from the road surface. For accesses currently sloping upward away from the edge of the existing road surface, the access surface profile shall slope away from the edge of the existing road surface at a minimum rate of $\frac{1}{8}$ " per foot for a distance of at least ten (10) feet from the edge of surface. The applicant shall pay a separate fee in the amount the County Engineer deems necessary for the permit if a road cut is requested.

1.05 Side Slopes. Side slopes shall be constructed with a slope of 2 horizontal to 1 vertical on gravel secondary roads. On paved secondary roads, side slopes shall be constructed with a slope of 6 horizontal to 1 vertical.

1.06 Fill Material. Fill material shall consist of earth capable of supporting vegetation. Rubble such as broken concrete and field stone shall not be used. Fill material may be provided, if available, at the discretion of the County Engineer.

1.07 Access Widening. In addition to the above requirements, the following shall govern when widening existing accesses:

1.07.1 When required, new culvert pipe diameter shall match existing pipe diameter. Proper jointing of existing and new culvert shall be required. Only manufacturer recommended jointing methods shall be allowed. Dual walled plastic pipe extensions will be allowed when the existing pipe is of same material and in good condition.

1.08 Access Removal. When existing accesses are removed, the immediate area shall be left in a condition that blends into the surrounding area. Drainage shall be maintained to current conditions.

Section II - Location.

2.01 Safety. Safety shall be the primary criteria for locating accesses. Site distance shall not be less than that specified in the latest edition of A Policy on Geometric Design of Highways and Streets, American Association of State Highway and Transportation Officials.

2.02 Number and Spacing. No field accesses shall be placed at intervals of less than 1000

feet for property under one ownership except when that property is divided by barriers such as rivers or rail lines. No accesses shall be placed at intervals of less than 100 feet on property under one ownership that contains a building site, including agricultural, residential, commercial, or industrial properties. Exceptions may be granted at the discretion of the County Engineer if such exceptions meet the safety standards as specified by the American Association of Highway and Transportation Officials.

2.03 Property Lines. Unless it is a joint access, no access can extend across an adjoining property line or the extension of same property line.

ARTICLE IV

Installation

Section I - Contractor. All work shall be done by a contractor licensed and meeting all requirements specified by the Cerro Gordo County Engineer's Office. However, a property owner may complete the work themselves, provided that a Certificate of Liability Insurance in the amount of \$1 million is submitted with the application. Said certificate shall cover the access location and list Cerro Gordo County as the certificate holder. Failure to comply with the requirements of this policy shall be considered sufficient cause to suspend work or revocation of license.

Section II - Signing. Proper signing shall be supplied and installed by the contractor in accordance with the current version of the Manual on Uniform Traffic Control Devices during installation of the access.

ARTICLE V

General

Section I - Costs. The applicant shall be responsible for all costs associated with the installation, improvement, moving, surface maintenance or removal of any access from a Cerro Gordo County Secondary Road.

Section II - Pre-Construction Inspection. The County Engineer or his authorized representative shall inspect the site prior to issuance of the permit to ensure the requirements of this policy and the permit are met.

Section III - Post-Construction Inspection. The applicant shall notify the office of the County Engineer when the work is complete. The Engineer shall inspect the work for compliance with this policy and permit.

Section IV - Maintenance. The applicant shall be responsible for all maintenance of the access after completion of the work and after an inspection by the County Engineer certifying that the work is completed under the requirements of this policy and the permit. Maintenance does not include widening or relocating. Culverts are the exception. If the engineer's office determines a

culvert to be in need of repair/replacement, it will be done by the county.

Section V – Temporary Accesses. The County Engineer may grant permit for a temporary access upon request from the applicant for a period not to exceed 30 days. If granted, the temporary access must meet all requirements and guidelines of a permanent entrance. If requested by the applicant, the County Engineer may grant an extension of the permitted period at the County Engineer's discretion. Said temporary access shall be removed upon completion of the permitted period.

Section VI – Existing Accesses. Accesses in existence at the time of adoption of this policy may remain as they are and shall be maintained by the respective landowner even if said access may not conform to current regulations. Any application made prior to the adoption of this policy shall be constructed according to the regulations in effect at the time of application.

Section VII - Non-Compliance. Upon inspection, if the County Engineer deems work to not be in compliance with this policy or by the guidelines and conditions found on the official permit, the applicant shall be given written notice of such non-compliance. The applicant shall have 30 days from the date of notice to bring the work into compliance. After that date, if said work is still deemed noncompliant, the County shall have the work brought into compliance using the performance bond required for the contractor or by claim against the property owner's liability insurance to cover any costs thereof.

Section VIII - Appeal. The County Engineer or his designated representative is hereby named the permit officer to administer the terms of this policy. Administrative decisions of pipe size and length, sight distance, and other safety factors shall be final. Appeals of administrative decisions may be made to the Cerro Gordo County Board of Supervisors in writing within 30 days from the date of said decision. Any appeals received shall be considered at a regularly scheduled Board meeting. Board decisions shall be entered in its official proceedings.

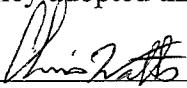
Section IX – Equitable Remedies. Cerro Gordo County assumes ownership of all accesses within the right-of-way. The County, at its discretion, may move or remove any access for the sake of safety, maintenance concerns, or for projects that interfere with the access.

Section X – Hold Harmless. Any person or group of persons to whom a permit is granted shall be responsible for the safe condition of the access at all times and shall hold harmless and indemnify the county and their officers and employees for any damages arising out of bodily injury or property damage caused by an occurrence on or about said access.

Section XI - Repealer. All ordinances, resolutions, or parts of ordinances and resolutions in conflict with the provision of this policy are hereby repealed.

Section XII - Severability. If any section, provision, or part of this policy shall be adjudged to be unconstitutional or otherwise invalid, such adjudication shall not affect the validity of the ordinance as a whole or any section thereof.

Policy adopted this 9th day of June, 2025.

A handwritten signature in black ink, appearing to read "Chris Watts", written over a horizontal line.

Chris Watts, Chairman, Board of Supervisors
Cerro Gordo County, Iowa