



# SECONDARY ROAD DEPARTMENT DES MOINES COUNTY, IOWA

Roads and Bridges for Des Moines County

13522 Washington Road  
West Burlington, IA 52655

Phone (319) 753-8241  
Fax (319) 753-8740

## ENTRANCE PERMIT

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant (Printed Name)

\_\_\_\_\_  
Telephone No.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Address

<b>OFFICE USE ONLY</b>
SITE APPROVAL_____
ACCEPTANCE_____

**THIS FORM ALONG WITH A \$35.00 FEE MUST BE FILED WITH THE DES MOINE COUNTY SECONDARY ROAD DEPARTMENT, 13522 WASHINGTON ROAD, WEST BURLINGTON, IA 52655.**

### REQUESTED ENTRANCE LOCATION

Township \_\_\_\_\_ Section \_\_\_\_\_ Side of Road              
(Circle One)

Rd, Avenue or Street \_\_\_\_\_

Distance from nearest intersection or address marker \_\_\_\_\_  
(Feet, tenths of a mile, between # and #, ect)

Access For: \_\_\_\_\_ Identified by: \_\_\_\_\_  
(Field, farm, home, ect) (Flag, lath, paint, ect)

Sketch for proposed entrance on back if necessary

THE APPLICANT AGREES THAT THE FOLLOWING STIPULATIONS SHALL GOVERN:

1. It is understood and agreed that this application does not provide authorization for construction until completed by the County.
2. The landowner shall purchase a new zinc coated corrugated metal pipe (min. 16t.), or Engineer approved equal. The pipe shall be \_\_\_\_\_ inches in diameter and \_\_\_\_\_ feet in length.
3. If the pipe has to be lengthened at a later date, Des Moines County will perform the work and the applicant will pay the costs.
4. The applicant shall notify the Secondary Roads Department after the pipe has been installed and prior to backfilling the trench.
5. Surfacing and maintenance of the entrance shall be at the expense of the Applicant.
6. A flared end section is required on culvert installed adjacent to paved roadways. A cutoff barrier may be required. Either end treatment will be provided by the County.
7. The Applicant shall notify the County Engineer's Office forty-eight (48) hours to the start of construction within the right-of-way.
8. The pipe shall be come the property of Des Moines county after installation and the County shall maintain the pipe within the right-of way and replace as necessary.
9. Section 319.14 Code of Iowa requires that all work performed under this permit to be in conformity with the specifications of Des Moines County. If the Applicant does not conform to these specifications, the County shall remove the entrance at the Applications expense.
10. This permit is null and void if the entrance is not completed within six (6) months from the date of approval.

# PERMITS REQUIRED IN DES MOINES COUNTY

- ❖ HEALTH DEPARTMENT (possible percolation test needed before septic and well permit)  
County Sanitation 753-8217
- ❖ ENTRANCE PERMIT (Secondary Roads Department) 753-8241 \$35 fee  
no signs or buildings allowed within road right of way
- ❖ UTILITY PERMIT required for Utility Companies only  
(Secondary Roads Department) 753-8241 permit needed prior to any digging in road ditches
- ❖ E911 (obtain rural emergency address number)  
E911 – Matt Warner 753-8759 office phone
- ❖ LEVEE DISTRICT PERMIT (regulating building distance from levee)  
Two Rivers Levee & Drainage Assoc. 937-6667  
(Levee District meetings held the second Monday of each month)
- ❖ FLOOD PLAIN PERMIT (development permit and elevation requirement)  
Land Use Administrator 753-8718 \$25 fee
- ❖ ZONING PERMIT (permit required within the Two-Mile zoned area)  
Land Use Administrator 753-8718 \$25 fee
- ❖ DNR STORM WATER DISCHARGE PERMIT (required when developing one acre or more)  
Natural Resource Conservation Service (NRCS) 753-6221

## UTILITIES:

Eastern Iowa Light and Power Co. (REC) 319-523-2411  
Local Telephone Co.  
Rathbun Rural Water Association 1-800-233-8849

Alliant Utility Co. 1-800-822-4348  
Independent LP Suppliers

## Sketch for proposed entrance below

