

Permit Number: _____

Chippewa County Highway Department
902 North 17th Street, Montevideo, Minnesota 56265
Phone (320) 269-2151 Fax (320) 269-2153
Email: Highway@chippewa.mn

APPLICATION FOR ACCESS PERMIT

\$75 Non-Refundable Permit Fee

Purpose of Access: Temporary____ Widening____ Field____ Residential____ Commercial____

Name of Applicant: _____

Property Owner: _____

Address: _____

Address: _____

Telephone: _____

Telephone: _____

If the Applicant is not the Property Owner, has the Applicant obtained permission from the Property Owner for this new or modified access? ____Yes ____No ____Not Applicable

Location: County Road _____ Twp _____ Section _____ Quarter _____

Number of Present Accesses on Property: _____

Give Exact Location of Present Access to Property: (You May Submit a Sketch)

Give Exact Location of Proposed Access to Property: (You May Submit a Sketch)

Access Permit Fee: \$75 non-refundable permit fee.

The Applicant will be responsible for all costs to construct, modify, or remove any access(s) to county standards. If purchasing culvert materials from the Highway Department, the Applicant will submit payment when picking up materials, unless prior arrangements have been made.

I (We), the undersigned hereby makes application for a permit to construct an access on County Road No. _____, and accepts the terms and conditions of this Permit and Access Management Policy of the Chippewa County Highway Department. I (We) understand that if the use of this access should change, it will require a new Access Permit.

Applicant's Signature

Date

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NOTICE TO APPLICANT:

The application for and receipt of this access permit only satisfies the requirements of the Chippewa County Highway Department. Any other permit or clearance, which may be required, is the responsibility of the landowner.

THIS PERMIT IS GOOD FOR ONLY 90 DAYS AFTER DATE OF APPROVAL TO CONSTRUCT ACCESS

The Applicant must contact the Maintenance Supervisor, at (320) 269-2151 ext 1205 or (320) 841-1235, prior to the construction of the access and after the access has been completed for his/her approval.

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Permission is granted for the construction of the access. As described in the above application, said access, to be constructed in accordance with Chippewa County Highway Department Access Typical Layout and subject to requirements on this page and the following standard provisions.

Culvert required: _____ Yes _____ No

Size of Culvert:

(All culverts installation required to have metal aprons)

County Highway Engineer

Date

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Acceptance of the constructed approach: _____
County Highway Department

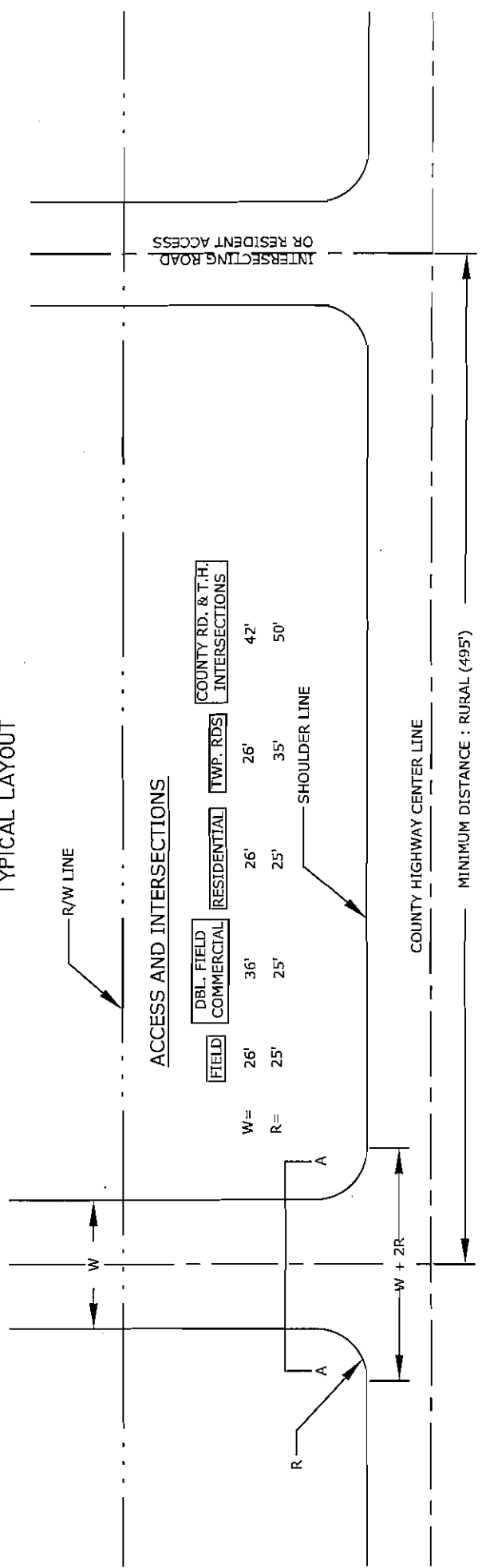
Date

STANDARD PROVISIONS:

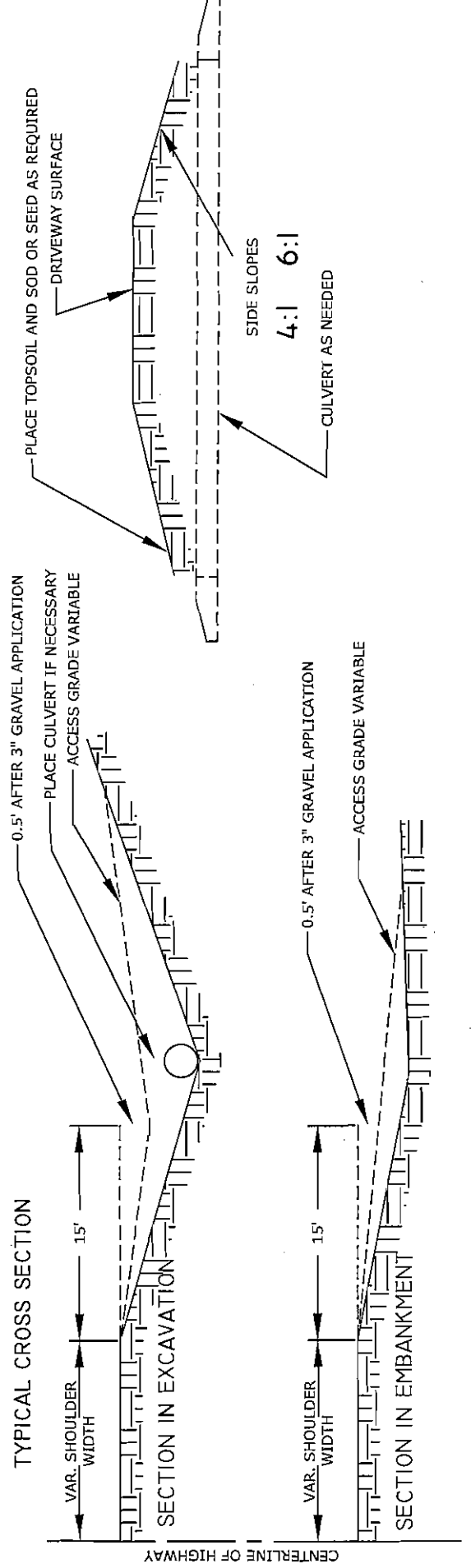
Requirements for all Accesses:

1. No work under this application is to be started until application is approved and the permit issued. If work is not completed within 90 days of date of application approval, the permit becomes void.
2. Only one access to residential/commercial site shall be permitted. Wherever possible the one access shall be located along a side lot line and shall be constructed to serve more than one existing property. Any residential/commercial site requesting two or more accesses shall require special consideration and approval by the Chippewa County Board prior to the issuance of an access permit by the County Highway Engineer.
3. Landowner shall provide an area within a residential/commercial site for turning around vehicles to permit forward movements onto county roads.
4. The applicant is responsible for supplying the dirt, culvert material and aggregate surfacing for the access. The applicant may purchase the culvert pipe and aprons from the County Highway Department stock.
5. No changes or alterations in construction of the access may be made at anytime without written permission from the County Highway Engineer.
6. Work shall be done in accordance with the typical layout attached. Side slopes shall be 4:1 (1' rise to 4' run) and made of soil. No walls of landscape timbers, concrete, or rock shall be permitted in the right of way for reasons of safety. On various roads the side slope shall be 6:1 due to previous safety design on the roadway.
7. Further, the owner, his successors and assigns, hereby release the County of Chippewa, its officers and agents, from any and all liability and claims concerning the hereinbefore described request.
8. Applicant is responsible for Gopher One Call prior to constructing the access.
9. Culvert pipe to be installed shall be inspected and approved by County Highway Department prior to the covering of the pipe.
10. No foreign material, such as dirt, gravel, or bituminous shall be left or deposited on the roadway surface and shoulder in the construction of the access. Where work on traveled roadway is necessary, traffic must be protected, and signing and proper barricades must be placed in accordance with the engineering standards.
11. The roadside and side slopes must be cleaned of debris and topsoil placed and seeded.
12. After construction is completed the applicant shall notify the County Highway Department that the work has been completed and is ready for approval.

TYPICAL LAYOUT



SECTION A-A



CHIPPEWA COUNTY HIGHWAY DEPARTMENT

902 NORTH 17TH STREET

MONTEVIDEO, MINNESOTA 56265

TELEPHONE 320-269-2151

FAX 320-269-2153

Email: Highway@co.chippewa.mn.us

Effective Date: March 3, 2015

Revised Date:

Access Management Policy

Purpose

The purpose of this policy is to establish guidelines for access control along the county roadway system.

Scope

County Highway Department has the authority to approve new accesses, access relocation, access widening and change in access use along the county roadway system. Applicant responsibility will be as follows:

Applicant must fill out the appropriate paper work and submit it to the County Highway Department for approval. (**Access Permit located on the Web Page under Highway/Permits**)

If the request is approved, the owner shall be responsible for 100% of labor and material cost to construct the access, and the construction of the approach must comply with county's standards. If it does not comply with county standards, the owner will have two weeks to make required corrections or the county forces will make the correction.

County Highway Department standards are as follows:

Field Access:

Applicant must fill out "Access Permit" and submit to County Highway Department for approval.

Two accesses will be allowed per ½ mile. The County Highway Engineer must approve additional access.

Requirement for the access:

Finished top shall be no greater than 26 feet for a single access and no greater than 36 feet for a double access placed at the property line, with 25-foot radius.

Side slopes shall be constructed at 4:1 or 6:1 as determine by the County Highway Engineer.

County Highway Engineer shall determine the size of culvert if required.

Minimum distance from the edge of a public road or private access to the centerline of a field approach will be 125 feet.

Residential/Commercial Access:

Applicant must fill out "Access Permit" and submit to County Highway Department for approval. For existing field access that is changing into residential or commercial access, applicant must fill out a new "Access Permit" for change in use, which must be approved by the County Highway Engineer.

One access per site will be allowed. The County encourages sharing accesses. If applicant is requesting a second access will require special consideration and be approved by the County Board. Minimum distance guidelines between Residential, Commercial and local road accesses will be based on AASHTO Stopping Site Distance, and will be measured from the centerline of a public road or private access to the centerline of private access, for rural areas that distance is 495 feet.

Requirement for the access:

Finished top shall be no greater than 26 feet for a residential/farm access and no greater than 36 feet for a commercial access, with 25-foot radius.

Side slopes shall be constructed at 4:1 or 6:1 as determine by the County Highway Engineer.

County Highway Engineer shall determine the size of culvert if required.

AASHTO Stopping Sight Distance

Speed Limit (mph)	Stopping Sight Distance (ft)	Rate of Vertical Curvature, K	
		Calculated	Design
25	155	11.1	12
30	200	18.5	19
35	250	29.0	29
40	305	43.1	44
45	360	60.1	61
50	425	83.7	84
55	495	113.5	114

Rate of vertical curvature, K, is the length of curve per percent algebraic difference in intersecting grades (A). $K=L/A$

Local Road Access:

Local Unit of Government or developer that wishes to access a public or private road onto a county road must follow the procedures as stated in Minnesota Statutes, Chapter 505.03, Subdivision 2 (b), (c) and (d).

It is strongly recommended that any development that requires access onto a county road should meet with the County Highway Engineer early in the process.

Guidelines for local and private road access will be as follows:

Access Spacing and Allowance

Functional Class	Area Land Use	Typical Posted Speed	Intersection Spacing		Private Access
			Primary Full Movement Intersection	Conditional Secondary Intersection	
Minor Arterial	Rural	55	1/2 mile	1/4 mile	Permit Required
	Urban	>40	1/4 mile	1/8 mile	Permit Required
	Urban Core	<40	300-660 feet dependent upon block spacing		Permit Required
Collectors	Rural	55	1/2 mile	1/4 mile	Permit Required
	Urban	>40	1/8 mile	Not Applicable	Permit Required
	Urban Core	<40	300-660 feet dependent upon block spacing		Permit Required