

LAC QUI PARLE COUNTY HIGHWAY DEPARTMENT

308 6TH AVENUE SOUTH

MADISON, MINNESOTA 56256

TELEPHONE 320-598-3878

FAX 320-598-3020

ACCESS PERMIT

The undersigned hereby makes application for a permit to construct an access on County Road No. _____ at the location **shown on the attached sketch**. This access is to conform to the typical dimensions and shapes as shown on the back of this sheet. It is agreed that the construction will not begin until approval of this permit by the County Highway Engineer and required payment is made, and the construction will be done to the satisfaction of the County. It is also understood that the County Road is to be restored to its original condition, and that the County is to be held blameless in consequence of construction done by others.

Name: _____ Purpose of Access: Temporary _____
Address: _____ Widening _____
E-mail: _____ Field Approach _____
Telephone: _____ Resident _____
Property Owner: _____ Commercial _____
Telephone: _____
Twp _____ Sec _____ Quarter _____

Is this only access from the County Road? _____ Yes _____ No

Access will be allowed as stated in the Access Management Policy, or when the access provides the only way into the property. ***Prior to the permit being approved, the Applicant will submit a check for 75% of the culvert material costs, and the Applicant will be responsible for all cost until the access has been constructed in accordance to county standards.***

Applicant's Signature

Date

Approval to construct access: _____ Yes _____ No Culvert required: _____ Yes _____ No

Size of Culvert: _____

County Highway Engineer

Date

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

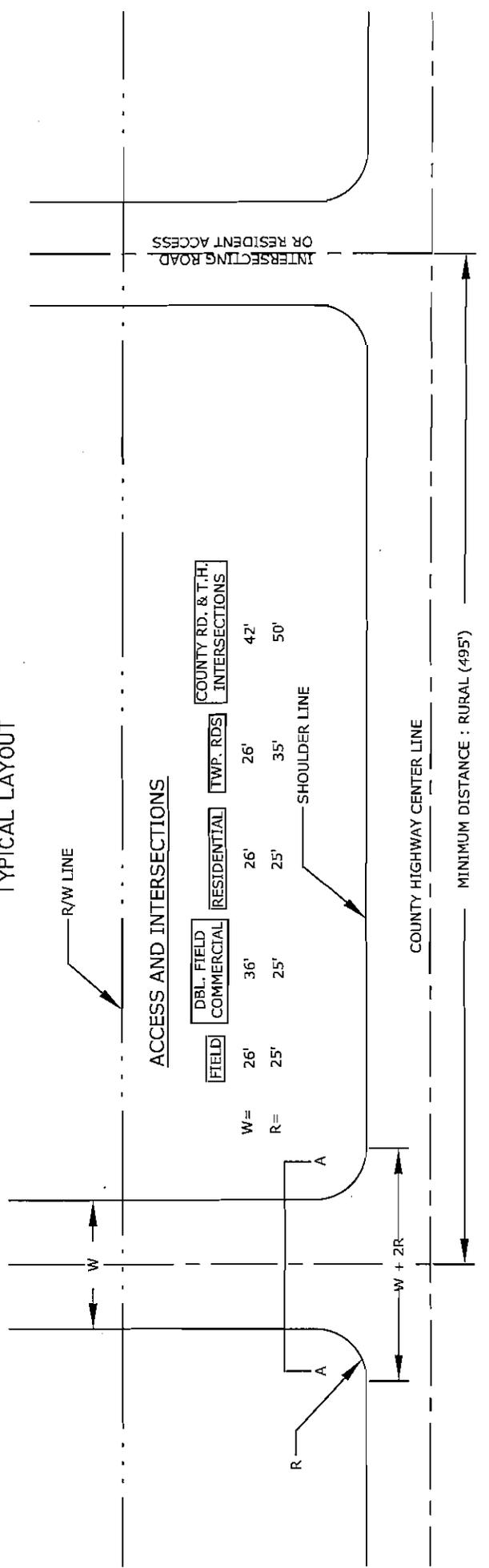
The Applicant must contact the Maintenance Supervisor, at (320) 598-3363 or (320) 894-2483, prior to the construction of the access and after the access has been completed for his/her approval.

Acceptance of the constructed approach: _____

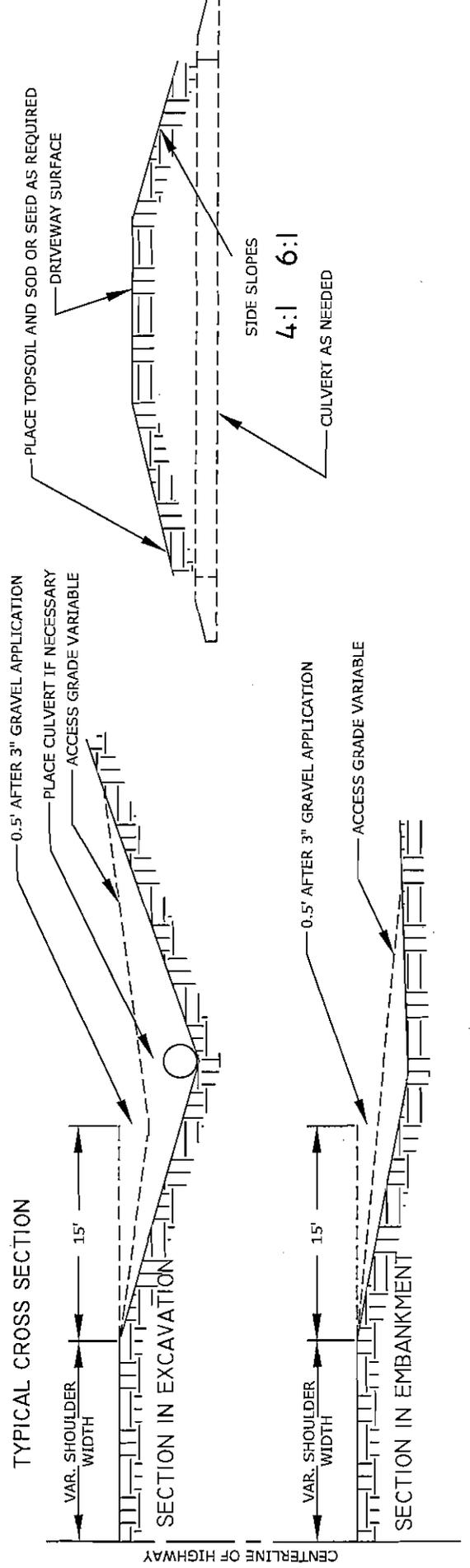
County Highway Engineer

Date

TYPICAL LAYOUT



SECTION A-A



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Effective Date: February 15, 2005

Revised Date: January 1, 2012

Access Management Policy

Purpose

Lac qui Parle County will establish guidelines for access control along the county roadway system.

Scope

County Highway Department has the authority to approve new accesses, access relocation, and access widening 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 Applicant will be responsible for the labor and material cost to construct the access, except for culvert material. The County will supply the culvert material at 75% of the cost. Once the approach has been constructed, the County shall inspect the access to make sure it complies 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 1:4 or flatter as determined 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 parcel will be allowed, the County encourages shared accesses. Minimum distance guidelines 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. The County Highway Engineer must approve access not meeting these minimum distance guidelines.

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 1:4 or flatter as determined by the County Highway Engineer.

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

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:

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). $K=L/A$

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