

<b>MILLS COUNTY</b>	<b>Entrance Permit Application</b>	\$100.00
<b>ROAD DEPT.</b>	403 Railroad Ave. Glenwood, IA 51534	All fees are non-refundable

**1. Applicant Information** (Please provide name and current address)

Name : \_\_\_\_\_ Work Ph# : \_\_\_\_\_

Address : \_\_\_\_\_ Home Ph# : \_\_\_\_\_

City/St/Zip : \_\_\_\_\_

Requesting:  New entrance permit  Widening permit  Surfacing permit

**2. Entrance Location** (Provide as much information as possible - to help application reviewer find correct site.)

Road NAME : \_\_\_\_\_ Which side of Road? \_\_\_\_\_

E911 Addr : \_\_\_\_\_ N / S / E / W \_\_\_\_\_

Section : \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_

Additional : \_\_\_\_\_ Attach sketch or copy of map \_\_\_\_\_

Directions \_\_\_\_\_ when appropriate.

County will provide applicant with pre-painted, flagged lath for marking exact location where entrance is proposed.

**3. Ownership Status**

Does the permit applicant own the land to be served by the entrance? Yes / No

If applicant not the owner, please declare status  Renter  Plan to purchase

List name of actual land owner : \_\_\_\_\_

Will this entrance serve more than one property? Yes / No

**4. Entrance details** (Fill in items relevant to this permit application)

New Entrance	What width is requested? _____ Ft.	Residential: 15' min./
	Is this for 2nd/3rd entrance? Yes / No	24' max.
Entrance widening:	List entrance's existing width: _____	Shared Residential: 24'
	What width is requested? _____	Com./Industrial: 24' min./
Surfacing permit:	Surfacing for which approval is requested: <input type="checkbox"/> Concrete <input type="checkbox"/> Asphalt <input type="checkbox"/> Seal-Coat (Gravel and dirt do not need permit.)	45' max.
		Ag: 20' min./
Special request items: _____		45' max.

**5. Signature**

The undersigned requests a permit for the entrance described above and agrees to comply with the requirements of the Mills County Entrance Ordinance and terms of the permit, when issued.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

(This section of form to be filled in by Mills County Road Dept. personnel.)

**1. Entrance Location Review**

a. Sight Distance : Yes / No  
 140.041 Record actual sight distance Right: \_\_\_\_\_ ft.  
 available @ site. Left: \_\_\_\_\_ ft.

Do these distances meet requirement of 140.041.10: min. 610' 55 mph

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b. Offset from public roads : Yes / No  
 140.042 Can entrance meet requirement of 140.042? (Min. offset from  
 public side road to be 300 ft for entrances on all roads)

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c. Offset from drainage structures: Yes / No  
 140.043 Will entrance be at least 100 ft. from end of bridge, 50 ft. from  
 culverts larger than 60 inches, and not obstruct drainage?

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d. Minimum Separation : Yes / No  
 140.044 Can entrance meet minimum separation requirements?  
 i. Same side distance between nearest entrance  
 each way from proposed location must exceed:

Local Roads 300' ; Minor Coll. 600' ; Major Coll. 800' ; Minor Arterial 1000'

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If any answer to a. through d. above is "No", permit should be denied.  
 Exceptions: rural residential subdivisions and lots recorded prior to  
 September 1, 1996 are subject to special rules - See 140.041.20, 140.045.

**Approve Location?**  
Yes / No

**2. Design** Can the proposed entrance be built or modified in compliance with Section  
 140.050 design and construction requirements?

Width, Crown, and Alignment? Yes / No

What foreslope ratio will be needed? \_\_\_\_\_ : 1

AADT? \_\_\_\_\_ Type surface? \_\_\_\_\_

Side ditches needed? Yes / No

**3. Culvert** Is culvert needed Yes / No

If so: What is drainage area: \_\_\_\_\_ acres

Topography: Mtns Hilly Rolling Flat Flood-Plain  
 Timber Mixed Cultivated High-Runoff

Pipe size required: \_\_\_\_\_ in. Dia. X \_\_\_\_\_ ft. Long

Note: \_\_\_\_\_