

**LAKE COUNTY HIGHWAY DEPARTMENT
APPLICATION FOR HIGHWAY ACCESS PERMIT**

Instructions: Applicant agrees to construct and maintain access and culverts in accordance with County specifications as included as a part of this permit, including any special conditions required by the County. Applicant is responsible for all costs associated with construction and maintenance. All accesses abutting Lake County highways shall comply with SDCL 31-24.

Please complete the information below. Incomplete applications will be returned for revision. To complete this application, you will need a detailed legal description of the property. If the Applicant is not the Property Owner, then the Property Owner's signature must be included.

Please attach a drawing or sketch showing the proposed location of the approach and set stakes in the ground to enable the County to locate the proposed centerline of the approach.

County personnel will conduct a pre-permit approval inspection to verify data contained herein. County personnel will conduct a preliminary survey on-site to observe the general suitability and drainage issues. Factors such as proximity and frequency to other access and site distance will be evaluated as well as the over-all safety of the traveling public. County personnel will also consider zoning requirements, if any. Final approval of this permit is subject to a post-construction field inspection to be performed by County personnel after construction is complete.

Applicant shall notify the Lake County Highway Department after construction is complete so that a final inspection may be performed. Special conditions required by the County may be applied to this permit and shall be complied with by the Applicant pending final approval. If any deficiencies are noted during the final inspection, the Applicant will be responsible to correct the deficiencies within 30 days of notification. A copy of the final and approved permit will be sent to the Property Owner and the original will be on file with the Lake County Highway Department.

Changes in access use or using a design inconsistent with this Permit may cause the revocation or suspension of the Permit. Corrective actions must be completed within 30 days of notification by the Applicant. In case of severe violation, County personnel will either correct or remove the access, and the Applicant will be billed for all labor and materials.

Permit Application (to be completed by the Applicant)

Property Owner / Applicant:

Name(s): _____
Mailing Address: _____
City, State, Zip: _____
Daytime Phone: _____

Property to be Served by Approach:

Legal Description: _____
Section: _____ Township: _____ Range: _____
Street Address: _____
City, State, Zip: _____

Type of Permit Requested (check one):

☐ New approach ☐ Change in use ☐ Temporary access ☐ Improve existing access
☐ Relocate existing access ☐ Remove existing access

Land Use of Property to be Served (check all that apply):

☐ Agricultural ☐ Business ☐ Residential ☐ Other: describe _____

Location of Proposed/Existing Approach: *(Please attach a drawing or sketch showing the proposed location of the approach and set stakes in the ground to enable County personnel to locate the proposed centerline of the approach.)*

The _____ side of _____ located approximately _____ feet _____
(N, S, E, W) (road name) (N, S, E, W)
from _____
(nearest cross street)

Requested Approach Width: _____

Contractor Information:

This access and/or culvert will be installed by:

Name: _____ Site Foreman: _____

Address: _____

Work Phone: _____ Cell Phone: _____

Estimated Dates of Construction: Between _____ and _____
(beginning date) (completion date)

I, the undersigned, being the landowner of record and/or an authorized agent of the owner signing as the Applicant, agree to construct the access for the property noted above in compliance with the General Provisions, and as required by the minimum standards as described within the attached General Provisions and/or any special provisions or conditions stated herein. I also agree that if I do not follow, or my agent does not follow said standards and/or special conditions, the County may construct or repair the access as needed and/or this permit will be revoked and the associated access will be removed from the County's right-of-way by County personnel whereupon all charges will be paid for by me.

Owner's Printed Name: _____ Owner's Signature: _____ Date _____

In addition, if Applicant is different than landowner of record:

Applicant's Printed Name: _____ Applicant's Signature: _____ Date _____

Permit Decision (to be completed by County personnel)

Preliminary Field Review:

Date: _____ Conducted By: _____

Estimated Depth of Road Ditch: _____ **Side Slopes:** _____

Length & Type of Culvert: _____ **Diameter:** _____

Finished Surface Width: _____ **Est Width of Subgrade:** _____

Comments: _____

Posted Speed Limit: _____

Significant Design and Potential Impact Considerations (check all that apply):

- | | | |
|--|---|---|
| <input type="checkbox"/> Sidewalks or Bike Paths | <input type="checkbox"/> Surface Drainage | <input type="checkbox"/> Distance to Nearby Streets, Both Directions |
| <input type="checkbox"/> Curb & Gutter | <input type="checkbox"/> Drainage Structures | <input type="checkbox"/> Distance to Nearby Driveways, Both Directions |
| <input type="checkbox"/> On-Street Parking | <input type="checkbox"/> Major Structures | <input type="checkbox"/> Other Streets with Access or Available Access |
| <input type="checkbox"/> Shoulder Width | <input type="checkbox"/> Guard Rail | <input type="checkbox"/> Traffic Control Devices or Relocation Needed |
| <input type="checkbox"/> Historical Resources | <input type="checkbox"/> Above-Ground Utilities | <input type="checkbox"/> Median Crossovers <input type="checkbox"/> Railroad Tracks |

Supporting Materials Required (check all that apply):

- | | | | |
|---|---|---|--|
| <input type="checkbox"/> Access approach design | <input type="checkbox"/> Vicinity map | <input type="checkbox"/> Traffic volumes | <input type="checkbox"/> Site plan |
| <input type="checkbox"/> Traffic control plan | <input type="checkbox"/> Proof of liability insurance | <input type="checkbox"/> Development plan | <input type="checkbox"/> Drainage plan |
| <input type="checkbox"/> Traffic impact study | <input type="checkbox"/> Revegetation plan | <input type="checkbox"/> Other _____ | |
| <input type="checkbox"/> Engineering study of sight distance, corner clearance, operational efficiency, safety and/or adjacent land use | | | |

Decision:

Date: _____ By: _____

- ☐ Preliminary Approval (Preliminary acceptance contingent upon a Final Review)
- ☐ Preliminary Approval with Conditions (Preliminary acceptance with conditions contingent upon a Final Review)
- ☐ Denied

Terms and Conditions of Approval (or Reason for Denial):

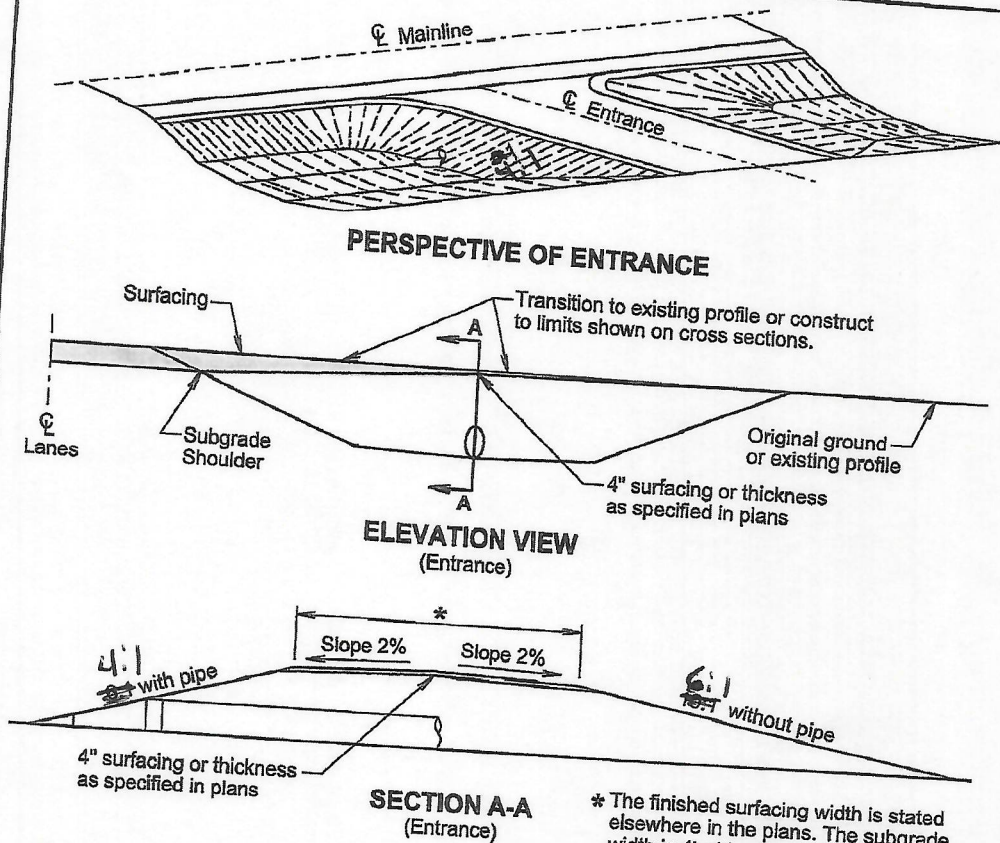
Final Review:

Date: _____ By: _____

Depth of Road Ditch: _____	Side Slopes: _____
Length & Type of Culvert: _____	Diameter Including Flared Ends: _____
Finished Surface Type & Width: _____	Topsoil and Seeding: _____
Comments: _____	

Permit Issue Date: _____

Field Approaches/Driveways



GENERAL NOTES:

- The ditch section shown above in the perspective and elevation view is only for illustrative purpose.
- A $4:1$ inslope will be constructed for an entrance when a pipe is required. A $6:1$ inslope will be constructed when a pipe is not required.
- Pipe length will be adjusted if necessary during construction to obtain the $4:1$ slope. For grading projects, the pipe length is estimated typically using a 4" thickness of surfacing directly over the subgrade above the pipe.
- The transition area between the mainline inslope and the approach inslope for entrances will be rounded to eliminate an abrupt transition.
- The turning radii will be 35' for intersecting roads and entrances unless stated otherwise in the plans.

Published Date: 1st Qtr. 2020

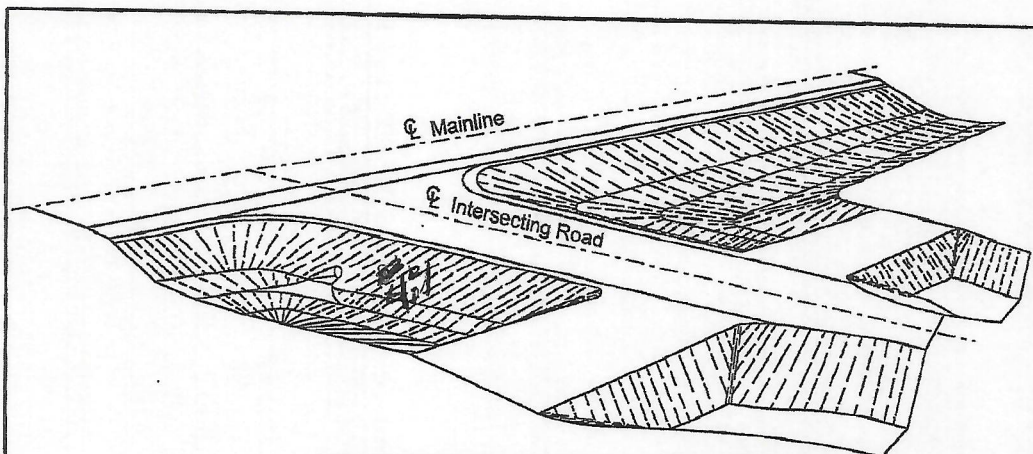
INTERSECTING ROADS AND ENTRANCES

September 14, 2018

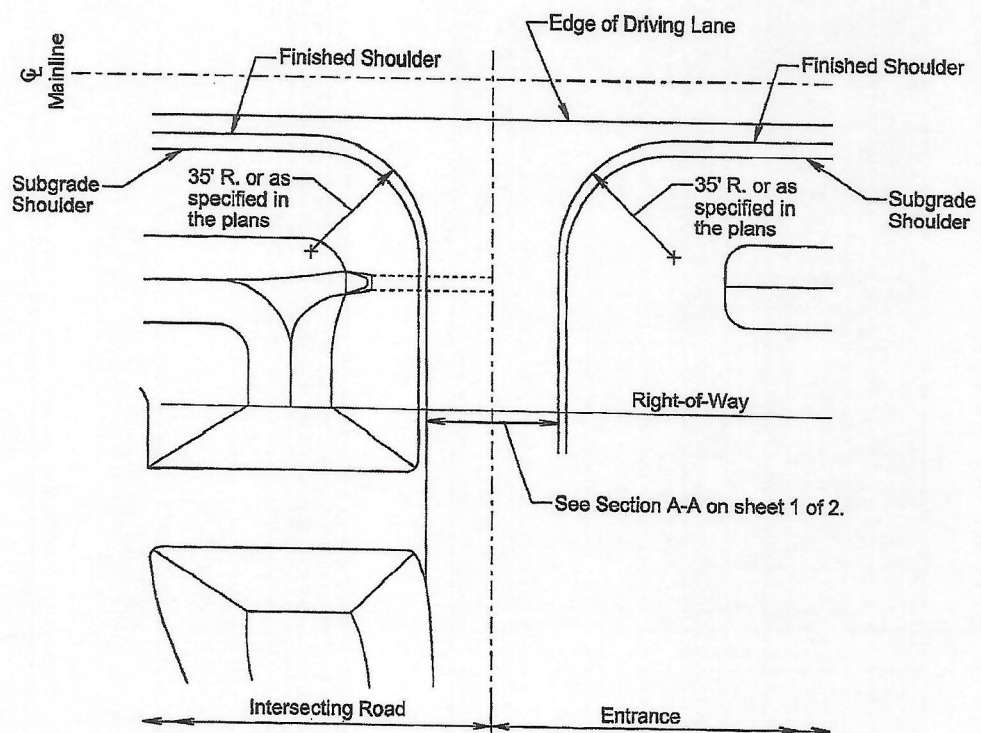
PLATE NUMBER
120.01

Sheet 1 of 2

****No type of rock is allowed to be used on the side slopes of the approach**



PERSPECTIVE OF INTERSECTING ROAD



PLAN VIEW

Published Date: 1st Qtr. 2020

INTERSECTING ROADS AND ENTRANCES

September 14, 2018

**PLATE NUMBER
120.01**

Sheet 2 of 2