



# Woodbury County Secondary Roads Department

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PPM #3, 2013  
Rev.

## WOODBURY COUNTY SECONDARY ROAD DEPARTMENT POLICY AND PROCEDURE MEMORANDUM

SUBJECT: Road Improvements for Residential and Commercial Development

### Background:

Woodbury County has widely varying terrain within its borders. While constructed to the design standard at the time of their improvement, many county roads were built to a lower design speed and geometry than required by current road design standards. Due to vertical and horizontal alignments that do not meet stopping sight distance requirements for the statutory or established speed limit on many county roads, locations for driveways meeting minimum sight distance requirements may be difficult to find along some property frontages. Due to platting or property boundaries, a safe field or driveway access may not be available at a convenient location for a property owner.

### Policy:

Following an unsuccessful field or driveway access application, a landowner may request that the county engineer conduct a survey to see whether the road could be regraded to allow an entrance to be sited. Upon receiving a request, the county engineer will schedule a survey at the convenience of the Secondary Road Department and will review the survey to determine whether the road can be regraded to allow the construction of a field entrance or driveway at the desired location. The county engineer will design road improvements to meet current design standards to an alignment and grade that provide stopping sight distance that meets or exceeds the statutory or established speed limit for the road. The county engineer will prepare a cost estimate for the work and provide it to the requesting landowner.

The landowner will be responsible for 100% of the cost of the road improvement as determined by the county engineer. If the landowner finds the estimate acceptable, the county engineer will prepare a construction agreement for signature by the landowner. The county engineer will also sign the agreement and bring it to the Board of Supervisors for approval. Full payment for the road improvement will be required upon completion of the work unless prior arrangements are made with the county engineer and approved by the Board of Supervisors.

The county engineer will be the final judge of the feasibility of making road improvements in these cases and a driveway and road improvement request may not be approved if it is cost prohibitive or cannot be safely constructed and located.

This policy has been reviewed and approved by the Woodbury County Board of Supervisors on this 17<sup>th</sup> day of September , 2013..

APPROVED:

  
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Chairman-Woodbury County Board of Supervisors

  
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Mark J. Nahra Woodbury County Engineer