

Entrance Permit Application



Polk County Public Works

5885 NE 14th Street

Des Moines, IA 50313

Phone: 515-286-3705

Email: publicworks@polkcountyiowa.gov

Permit Information

Review Time: Minimum 5 Working Days

Owner Information

Name:		
Street Address:		
City:	State:	Zip Code:
Phone:	Email:	

Contractor Performing Work (if applicable).

Business Name:		
Street Address:		
City:	State:	Zip Code:
Phone:	Email:	

Entrance Information (ALL FIELDS REQUIRED)

Note that spacing dimensions may be modified by the County on the approved permit.

Specify Crossing Roadway
or Property Line

Entrance

Specify Crossing Roadway
or Property Line

Roadway Name

Property Address:	
Entrance Width at property line:	
Application Type: <input type="checkbox"/> New Entrance	Improve Existing Entrance <input type="checkbox"/> Pave <input type="checkbox"/> Repave <input type="checkbox"/> Widen
Property Type: <input type="checkbox"/> Residence <input type="checkbox"/> Farm Field <input type="checkbox"/> Multifamily/Commercial/Industrial	
Entrance Surface Type: <input type="checkbox"/> Concrete <input type="checkbox"/> Asphalt <input type="checkbox"/> Gravel	

Note returned permit for approved entrance information.

I hereby certify that I have read and examined this application and know the information I provided to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local laws regulating construction or the performance of construction.

Print Name

Signature

Date

ENTRANCE DIMENSION TABLE

Entrance Type	Roadway Classification								
	Minor Arterial			Collector			Local		
	Residential	Commercial/ Industrial	Agricultural	Residential	Commercial/ Industrial	Agricultural	Residential	Commercial/ Industrial	Agricultural
Urban Minimum Intersection Clearance	145'	170'	-	100'	100'	-	75'	75'	-
Urban Minimum Entrance Spacing	100'	200'	-	75'	100'	-	10' off PL	-	-
Rural Minimum Entrance Spacing and Clearance	600'	600'	600'	300'	300'	300'	150'	150'	150'
Width of Entrance at Right-of-Way Line	15-30'	24-45' (SP)	20-30'	10-24'	24-45' (SP)	20-30'	10-24'	24-40' (SP)	20-30'
Radius of Entrance	10-25'	10-50'	25-35'	10-25'	10-50'	25-35'	10-15'	10-30'	20-35'
Flare	3'	-	-	3'	-	-	3'	-	-
Entrance Thickness	6"	8-10" (SP)	6"	6"	8-10" (SP)	6"	6"	8-10" (SP)	6"

(SP) = Verify on the approved Site Plan

Polk County Auditor Map can be used to determine spacing dimensions, see link below. Select measurement tool in top right corner, then select the distance icon.

<https://gisp1.polkcountyiowa.gov/portal/apps/webappviewer/index.html?id=49db18638f614d51b693660400daccb2>

Iowa DOT Traffic Data online interactive map can be used to determine the roadway class (i.e. arterial, collector, or local), see link below. Select desired roadway segment and note the "Functional Class".

<https://iowadot.maps.arcgis.com/apps/MapSeries/index.html?appid=0cce99afb78e4d3b9b24f8263717f910>