

**GUTHRIE COUNTY INTEGRATED ROADSIDE VEGETATION MANAGEMENT  
PROGRAM GENERAL PLAN**

**PREFACE**

**A. Update / Version**

- Original Plan created March of 2017
- Update No. 1 completed May of 2017
- Update No. 2 completed July of 2018
- Update No. 3 completed April of 2022
- Update No. 4 completed April of 2023**

**B. Contributors to the Plan**

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## I. EXECUTIVE PROGRAM ELEMENTS

### a. Goals

**Goal 1:** Establish and maintain a self-sustaining and visually interesting plant community within the county right-of-way that provides for public safety, controls weeds, reduces erosion, preserves and/or increases biodiversity, improves infiltration, maintains drainage patterns, provides habitat and provides a reduction in long term maintenance costs.

#### Objectives:

- Promote, establish and manage native plant materials whenever possible
- Adopt and implement emerging trends in planning and management of roadsides
- Survey and maintain an updated inventory of the vegetative community and different plant species found in the county ROW
- Continue to evaluate and monitor the effectiveness of IRVM techniques
- Determine and implement the best IRVM practices for maintaining the ROW for public safety and an economically and environmentally sustainable plant community
- Work with adjacent landowners, city officials and community groups to implement IRVM principles and roadside projects

**Goal 2:** Network with other organizations to provide an efficient and cost-effective program for the residents of Guthrie County

#### Objectives:

- Coordinate roadside management activities with the State IRVM Coordinator and the DOT Living Roadways Trust Fund Coordinator
- Work with officials representing local conservation organizations to establish support for the IRVM program
- Coordinate roadside management activities with the Tallgrass Prairie Center and the University of Northern Iowa

**Goal 3:** Implement Chapter 317 of the Code of Iowa, Iowa's Noxious Weed Law, using the principles adopted by the IRVM program

Objectives:

- Work with private landowners and business managers in a courteous and friendly manner to implement IRVM practices in controlling noxious weeds
- Maintain written records and submit reports in a timely manner as required by the Noxious Weed Law

**Goal 4:** Work towards a roadside spraying program that promotes the reduction and potential elimination of herbicide use whenever possible

Objectives:

- Focus herbicide applications on those species of weeds listed on the Iowa Noxious Weed List
- Favor equipment and best management practices for weed and brush control that will maximize efficiency and the effectiveness of herbicide applicators
- Ensure that any spraying program for weeds and/or brush is currently and will always remain, economically and environmentally sustainable
- Constantly evaluate those species of brush and weeds that need to be controlled with herbicides and those that do not, as well as the effectiveness of the herbicides and control measures used.

**Goal 5:** Provide a public relations program to build community support and consensus for the Guthrie County Roadside Management Program

Objectives:

- Develop and submit news releases to the local newspapers and other media
- Provide printed materials to promote the IRVM program
- Develop and present presentations to community groups including government officials
- Provide support and endorse special roadway designations such as the Scenic Byways Program (Western Skies Scenic Byway)

**b. Mission Statement**

The Guthrie County IRVM program's purpose is to provide safe travel corridors while establishing and maintaining roadside plant communities that are both environmentally and economically responsible.

The management of the roadside vegetation will be conducted in such a way as to provide the maximum benefits for all situations and to all parties.

The management techniques that are used to achieve these goals are to reflect the whole philosophy that guides IRVM which is: The best approach to managing roadsides is an integrated one. Guthrie County IRVM will work towards establishing and maintaining plant communities, mainly native grasses and wildflowers, while using proper techniques and products to control erosion and noxious weeds. Seeding projects come about by road maintenance, soil deposition, utility work, road construction, droughts and floods.

An integrated approach with native vegetation will reduce the frequency and severity of disturbances, improve habitat for wildlife and enhance the aesthetic value of the roadsides.

**c. Program History**

Iowa's rural road system underwent a transformation in the early 20<sup>th</sup> century. A campaign launched in the 1920's was the starting point for modifying the secondary roads from narrow mud trails to all-weather roads. Roads were raised up, and graded and crushed rock or gravel added to the surface. Ditches were put on both sides of the roads to allow water to drain away from the roads as well as from adjacent private lands.

Reconstructed roadsides were seeded with plants that were readily available at the time which included brome, bluegrass, redtop and alfalfa. Brome was used extensively because of its availability and adaptability. Brome monocultures proved to be limited in its ability to compete with the persistent weeds such as Canada thistle.

To handle the noxious weed problems, most counties started spraying programs that were very ambitious and aggressive. This was to take advantage of the recent chemical herbicides that were introduced in the 1950's. County roadsides were "blanket sprayed" every year. The object of blanket spraying was to treat

all areas of roadsides with very little regard to whether problem weed species were present or not. Blanket spraying did have its advantages. Applicators did not have to identify weed species and short term success was achieved. Weed patches persisted in the same areas year after year and people began to question the effectiveness, and the approach was costly.

Since the 1980's, well over one third of all of Iowa's counties have hired full-time roadside biologists while well over half have implemented IRVM programs. Most other counties have adopted some of the procedures of IRVM programs.

Guthrie County IRVM was adopted by resolution by the Guthrie County Board of Supervisors on February 25, 1988. The first Roadside Manager was hired in March 1988. The Guthrie County IRVM Department is responsible for the vegetation management within 4,725 acres of Guthrie County ROW along 945 miles of both paved and gravel roads.

**d. IRVM Decision Making Process**

Disturbances and changes in roadsides is inherent and in many cases unavoidable. New construction projects, drainage maintenance along with utilities and other actions are all opportunities to re-establish a ground cover of diverse native plant communities. Current IRVM practices will be used as these instances and projects arise. Those actions that are most consistent with the concepts and goals of roadside vegetation management in this plan are considered first priority. In order to be the most effective and to accomplish the most, the IRVM program needs to account for different factors such as changing seasons, weather, timing, project size and the available resources. These dynamics will affect the timing of operations and steer the focus of the program. The decisions made for the programs multi-faceted duties are juggled on not only a seasonal, but a daily basis. The Roadside Manager makes the day-to-day decisions for the program in Guthrie County.

**e. Executive Summary**

The Guthrie County IRVM Program recognizes that it is in the welfare of the general public of Guthrie County and a prudent use of county roadsides that the vegetation of Guthrie County roadsides be preserved, seeded and maintained to be safe, visually appealing, ecologically sound and useful for many purposes. The Guthrie County Roadside Department provides an annual roadside vegetation management program which is designed to promote the following:

- Maintain a safe travel environment by providing adequate line of sight at intersections, minimize snow drifting and removing potentially dangerous trees and other obstructions
- Emphasize the establishment of adaptable and long lived vegetation, most often native species, that will be matched to the unique environment that is found in and adjacent to the roadsides
- Serve a variety of public purposes including drainage, erosion control, wildlife habitat, recreational uses, noxious weed control, scenic opportunities, utility easements and sustenance of good water quality
- Build a public education program that allows input from adjacent landowners and the general public
- Be based on a systematic assessment of the conditions existing in roadsides and preservation of the valuable vegetation and habitats of the area, and the adoption of a comprehensive plan and long-term strategies and cost effective maintenance of the roadsides

**f. Area Map** (Appendix)

**g. Program Type**

The Guthrie County IRVM Program is housed and administered through the Guthrie County Secondary Road Department

**II. JURISDICTIONAL RECOGNITION AND APPROVAL**

**a. Management**

The Roadside Manager works under the County Engineer. The Roadside Technicians work under the Roadside Manager.

Roadside Manager: Administers the Roadside Program; seeds all bare soil in a timely manner, decides what types of seed to use and when it should be planted, what types of soil prep work is needed, additional erosion control measures, management of native vegetation after establishment (burning, spraying etc.). Has responsibility of Weed Commissioner for Guthrie County. Administers roadside spraying program; determines what areas of the county are treated, what types of herbicides are used, what types of vegetation those herbicides are

used on. Does Public Education work as opportunities arise. Has input on IRVM budget and is in direct communication with the Guthrie County Engineer.

Roadside Technician: Carries out the duties of the IRVM program and coordinate operations with the Roadside Manager, maintains working relationships with public and other employees, seeding native grasses and wildflowers, conducting prescribed burns and controlling noxious weeds.

**b. Board of Supervisors**

Approves the fiscal year budget for the IRVM Department

**c. Iowa Code and Administrative Rules – State Laws and Regulations**

Section 314.22 Integrated Roadside Vegetation Management

[https://www.lawserver.com/law/state/iowa/ia-code/iowa\\_code\\_314-22](https://www.lawserver.com/law/state/iowa/ia-code/iowa_code_314-22)

Section 314.17 Mowing Law – No mowing before July 15

[https://www.lawserver.com/law/state/iowa/ia-code/iowa\\_code\\_314-17](https://www.lawserver.com/law/state/iowa/ia-code/iowa_code_314-17)

Section 317.11 Weeds on Roads – Harvesting of Grass

<https://law.justia.com/codes/iowa/2016/title-viii/chapter-317/section-317.11/index.html>

Section 318.3 Obstructions in ROW/Destruction of plants in ROW / Crops in ROW

<https://law.justia.com/codes/iowa/2021/title-viii/chapter-318/section-318-3/index.html>

Chapter 317 Iowa Weed Law – Noxious Weeds and Enforcement Procedures

<https://law.justia.com/codes/iowa/2016/title-viii/chapter-317/section-317.1a/index.html>

Commented [VWT1]: Suggest making these links to the Iowa Code site

**d. Local Laws and Regulations**

Local Laws, Regulations and Policies pertaining to IRVM in Guthrie County reflect that of the Iowa Code (see Iowa Code and Administrative Rules), as well as any other State and Federal Regulations that are specific to management activities that occur within the jurisdiction of the Guthrie County Secondary Roads System. These include, but are not limited to:

Iowa Code Chapter 314.22 – IRVM. Adopted by resolution by the Guthrie County Board of Supervisors.

Iowa Code Chapter 317 – Loosely governs county noxious weed spraying program and Weed Commissioner actions.



**e. Permits**

The Guthrie County Secondary Roads Department has a Guthrie County Entrance Application and Policy. (See attachment at the end of this plan.)

**III. PROGRAM ORGANIZATIONAL STRUCTURE**

**a. Staff Organization**

- Guthrie County Engineer
- Roadside Manager
- Roadside Technician
- Seasonal Staff

The Roadside Manager manages the seeding, spraying and erosion control (generally) as time, availability of equipment, labor and weather allow. Through daily communication and priorities, all Guthrie County Secondary Road staff are subject to department work duties as needed, given the seasonal, diversity and unpredictability of the different department workload.

**b. Staffing Needs**

The IRVM Program needs to have maintenance and seasonal staff able and available for roadside herbicide applications, seeding and erosion control work, GIS applications and other duties that are related to roadside management.

**Herbicide Applications:** Roughly 950 miles of ROW are covered in the spraying program annually by the IRVM department. When overlapped with seeding projects or any other time demanding projects, the workload exceeds what can be reasonably done by the Roadside Manager. It is much more efficient to have a qualified individual to delegate some of the work to. A Category 6 (ROW) Applicator's License is necessary for this.

**Seeding and Erosion Control:** Drilling, broadcast seeding, and hydro-seeding may be delegated to others when staff is available.

**GIS/GPS/Mapping/Record Keeping:** Time availability and expertise are the biggest gap between our current system and a full blown comprehensive GPS-based records system.

#### **IV. PUBLIC INVOLVEMENT**

##### **a. Partners**

- Guthrie County Secondary Roads
- Guthrie County Board of Supervisors
- Pheasants Forever
- Soil and Water Conservation District
- Utilities

##### **b. Stakeholders**

Integrated Roadside Vegetation Management is implemented on behalf of the citizens of Guthrie County

##### **c. Education**

The mission of the IRVM department in Guthrie County focuses on integrating technical concepts that will help in the establishment of a sustainable and healthy plant community in the ROW that are all consistent with the goals of the IRVM department. Educating the public on these integrated concepts and goals, as well as the overall mission statement of statewide IRVM, should and will be conducted at every opportunity.

##### **d. Communication Mechanisms**

- Local Media Outlets
- Newspapers
- Internet
- Audio/Visual Presentations
- Brochures

#### **V. INVENTORY AND ANALYSIS**

##### **a. Tools**

- Mapping – comprehensive records for seeding projects

- Aerial Photography – acreage, delineation, burn planning
- GIS – design advanced records
- GPS – records and highlighting seeded areas
- Paper records – trucks, office use
- Ground Photography – hardcopy records of rare species, seeding results, burning results, document native species

**b. Vegetation**

Formal and informal inventories of the composition and quality of roadside vegetation are a constant process. All planted and remnant native non-woody vegetation is of interest when making roadside management decisions. A formal inventory is one that represents an objective and reputable survey of the roadsides in Guthrie County that gives an unbiased and quantitative measure of the status of native vegetative cover in the ROW. Such inventories should be conducted periodically, such as every 5 years. Informal inventory is accomplished by the roadside manager being observant while conducting management duties in and alongside the ROW. Informal inventories can also be accomplished by following up on information received from the public, as well as other county employees that are able to make observations. In both cases, use of GPS equipment should be used for documentation purposes.

**c. Natural Resources**

Native vegetation, soil and water are all considered natural resources in the scope of IRVM in Guthrie County. On a broader scale, the Guthrie County Secondary Road system intersects other resources such as surface waters, wetlands, natural areas, plant preserves, ecologically sensitive areas with a high occurrence of native remnant species, wildlife areas, historically significant areas and areas with above-average scenic qualities.

**d. Equipment**

- 2014 Ford F250 Truck
- 2016 Ford F250 Truck
- 2022 Ford F350 Dually Truck with Flatbed
- 2001 John Deere 5420 Tractor
- John Deere 850 Tractor
- Stihl weed trimmer
- Stihl brush cutter
- 3- 2 gallon Stihl hand pump sprayers

- 1 Stihl backpack sprayer
- 500 Gallon sprayer on skid with Norstar Nutating Head
- 2- 300 gallon gas powered truck mounted sprayer with hose reel
- 50 gallon gas powered UTV sprayer with hose reel
- 60 gallon 12 volt electric sprayer
- 3 pt. disc
- Cultipacker
- Stihl pole saw
- Fynn T90 Hydro-seeder
- CAT 299D2 HXP compact track loader
- CAT HM418C forestry mulcher
- Midsota tilt bed equipment trailer
- Flex harrow
- 3 Stihl chainsaws
- Truax FLX II seed drill
- 1 Drip torch
- 12 volt electric broadcast seeder

The current condition and selection of IRVM equipment is satisfactory. Current shortcomings are the lack of mapping and recording hardware and software.

## **VI. PROGRAM OPERATIONS**

January- March: Cut trees and brush, evaluate chemical inventory, correspondence work, evaluate seed inventory, AFIRM meetings, maintain equipment, basal bark spraying, burn sites evaluated, weed resolution update, training, review upcoming seed needs, write LRTF grants, other duties as assigned

March – April: Prescribed burning, LRTF grants, prep chemical spray units, seed turf grass where needed, weed resolution, equipment maintenance, inventory and order materials, begin spring seedings, burn roadsides, begin bare ground spraying, other duties as assigned

April – June: Spray Musk thistles, check year end budget, equipment maintenance, weed complaints, seedings, spray noxious weeds, mow 1<sup>st</sup> and 2<sup>nd</sup> year seedings,

spray brush, submit LRTF grant, erosion control for projects, and other duties as assigned

July – September: Wrap up weed complaints, wrap up spraying, check problem brush areas, mow prairie fire breaks, Krenite spray brush, equipment maintenance, finish cool season and turf seedings, mow 1<sup>st</sup> and 2<sup>nd</sup> year seedings, spray problem Canadian thistle areas, seed roadsides with nurse crops, harvest native seeds, other duties as assigned

October – December: Cut trees and brush, basal bark spray trees, reports, equipment maintenance, pesticide certification training, dormant seedings, mow fire breaks, material inventory, mapping, other duties as assigned

**a. Work Area Types**

- Rural – adjacent to agriculture, non-agriculture, homestead, subdivisions and densely populated areas
- Urban – unincorporated towns and incorporated towns

**b. Vegetation Types for Specific Uses**

- Residential ROW – turf grass – mowed areas in front of houses
- Non-Residential ROW – native tallgrass prairie – areas where long term establishment and persistence of tallgrass prairie is deemed feasible by the Roadside Manger
- Miscellaneous ROW/Borrow Area/Easement – cool season grasses – areas where long term establishment and persistence of tallgrass prairie is deemed not feasible by the Roadside Manager.

**c. Special Projects**

- Wetland Determinations
- Wetland Mitigation Seeding and Enhancements
- Wetland Mitigation Monitoring and Reporting
- Drainage District Projects and Seedings

**VII. METHODS**

**Vegetation Establishment**

- Site Preparation – Soil is leveled and cultivated to a depth of 2-3 inches whenever possible or as required

Native Grasses

Big Bluestem 1.5 lbs/ac      Sideoats gramma 2 lbs/ac  
Canada wild rye 2.5 lbs/ac      Little bluestem 2 lbs/ac  
Indiangrass 1.5 lbs/ac

Native Wildflowers (all .5 – 1.5oz/ac)

Partridge Pea, Leadplant, Butterfly milkweed, Swamp milkweed, New England aster, Canada milkvetch, White wild indigo, Purple prairie clover, Showy tick trefoil, Goldenrod, Purple coneflower, Rattlesnake master, Ox-eye sunflower, Roundheaded bushclover, Wild bergamot, Prairie blazingstar, Yellow coneflower, Black-eyed susan, Compass plant, Stiff goldenrod, Ohio spiderwort, Hoary vervain and Rough dropseed.

These amounts and species are both subject to change with the statewide TAP seed purchase annually.

Cool Season / Non-Native

Alsike Clover 1 lb/ac  
Red Clover 1.5 lb/ac  
KY 31 Fescue 10 lb/ac  
Annual Ryegrass 10 lb/ac  
Timothy 3 lb/ac

Spring Cover Crop

Oats 50 lb/ac  
Annual Ryegrass 10 lb/ac  
Timothy 1 lb/ac

Fall Cover Crop

Winter Wheat 75 lb/ac  
Timothy 1 lb/ac

Residential Mix

All Purpose Lawn Seed Mix (as available)

- Seeding Techniques
  - Truax FLX II Seed Drill
  - Hand Broadcast
  - Electric Broadcast seeder on UTV
  - Hydro Seeder
  
- Erosion and Sediment Control
  - Silt fence as needed
  - Excelsior Erosion Control Blankets as needed
  - Spread straw and crimp into soil
  - Excelsior Silt Logs on projects as needed
  - Other BMP's common to the EC and Sediment Control
  
- Vegetation Establishment and Maintenance
  - A variety of initial and subsequent management action are used to establish vegetation consistent with the goals of IRVM in Guthrie County. These include but are not limited to: 1<sup>st</sup> and 2<sup>nd</sup> year mowing of annual weeds on new projects, temporary stabilization crops, permanent seed (native), prescribed burning, selective spot spraying and erosion control devices.
  
- Planting Evaluation and Documentation
  - Information including size, date seeded, location, seed used and other notes are recorded for all of our native seeding projects. The site is evaluated and subsequent treatments are given until the roadside manager confirms that the native vegetation has been established successfully. The record of that seeding is then used for planning and prioritizing of future prescribed burns as well as herbicide spraying.
  
- Mowing
  - Shoulder mowing occurs 2-3 times per year on paved road projects. Mowing for brush occurs as time allows. Shoulder mowing of paved roads is done by a contract mower.
  
- Chemical Control for Noxious Weed, Invasive Species and Bare Ground

- Chemical products and rates that are used for chemical control of all targeted species, will be used at the discretion of the Roadside Manager. The different herbicides that are used, and the manner in which they are used, must be consistent with the goals and objectives of the IRVM Program.
- Noxious weeds: Chemical control of the State Noxious Weed List, is performed on as many county roads as time permits. All paved county roads will be first priority and sprayed at least once. Gravel roads will be the next priority. When all of the county roads have been sprayed, trouble spots will be sprayed again as time permits. Chemical control of Noxious Weeds is confined to those species that need to be controlled with herbicide on the basis of their current potential economic threat or hardship to agriculture, as well as their potential threat to the establishment of the sustainable vegetation community in the roadsides.
- Invasive Species: Chemical control of invasive species is considered on a case by case basis and is confined to those species that need to be controlled with herbicide on the basis of their current potential economic threat or hardship to agriculture, ecological threat to natural areas, as well as their potential threat to the establishment of a sustainable vegetation community in the roadsides.
- Bare ground: N/A
- Tree and Brush Control
  - Tree and brush control (non-herbicidal) is conducted on all portions of the right-of-way in IRVM seedings as time and resources allow. All stumps are to be cut flush to the ground and treated with herbicide that is labeled for that application, or as needed. Mowed brush or cut stubble, which is cut at a height and is of a diameter that does not present a hazard to motorized vehicles, is to be treated with herbicide (labeled for that application) on the same day as the mowing or cutting.
  - Tree and brush control (herbicidal) is conducted on all portions of the right-of-way as time and resources allow. Priority will be afforded to areas of clear cutting and hard surface roads.
- Prescribed Burning



- Guthrie County IRVM recognizes prescribed burning as a valuable tool for enhancing and maintaining native plant communities consistent with its IRVM management goals and objectives. Prescribed burns are to be led by trained personnel and conducted under the safest conditions. Newly established native plant communities in the right-of-way are to be burned within five years of being planted and every three to five years after, or as needed to achieve IRVM management goals and objectives, as determined by the Roadside Manager. Portions of right-of-way containing remnant populations of native plants are to be burned as needed to achieve IRVM management goals and objectives, as determined by the Roadside Manager. All prescribed burning is dependent on time, safety and personnel availability.
- Burning Plan and Records of Previous Burning
  - Burn plans are created as needed by the Roadside Manager. Locations of prospective burn sites are derived from prior documentation of the locations within the secondary road system that native vegetation has been established or is in the process of becoming established. Scouting, notes, aerial photography and other tools are all used to formulate a sensible and safe burning strategy. A burn log is kept by the Roadside Manager in which all completed prescribed burns, cross referenced with native seeding site documentation, is recorded. This information includes location of the burn, specific site information gathered from conducting the burn, necessary notifications, date of the burn and any other useful information.

## **VIII. PROCUREMENT OF MATERIAL**

### **a. Sourcing**

Herbicide, seed, erosion control materials and any other materials necessary to perform IRVM functions are to be purchased as needed at fair market value through reliable vendors. Prices for herbicide, seed and other materials are reviewed annually by the Roadside Manager. Vendors are then contacted and pricing is made available. Materials are then purchased at the lowest price.

### **b. Material Handling and Storage**

- Seed – Seed is stored in a humidity-controlled seed room located in the Guthrie County Secondary Road main shop.
- Herbicide – Herbicide is stored in an approved chemical storage bin inside the main Guthrie County Secondary Road shop.
- Erosion Control Materials – They are stored inside a Guthrie County Secondary Road shop.

## **IX. APPENDICES**

### **Position Description and Qualifications**

The Roadside Manager and Roadside Technician are employees of the Guthrie County Secondary Road Department whose responsibilities are to address the provisions of Section 314.22 of the Code of Iowa, the Integrated Roadside Vegetation Management (IRVM) Law and Section 317, the Noxious Weed Law. The Roadside Manager and Roadside Technician shall administer, develop, plan and conduct a program of vegetative habitat management that seeks to control unwanted vegetation and promote desirable vegetation on Guthrie County ROW and to perform related duties as required.

**DUTIES AND RESPONSIBILITIES:** The Roadside Manger, Roadside Technician and IRVM staff shall coordinate their activities with the Maintenance Superintendent and County Engineer. Their duties and responsibilities shall include, but not be limited to the following:

1. Control of noxious weeds in rights-of-way
2. Planting and maintenance of native and introduced grass/forb communities in newly graded, cleaned out, newly constructed or otherwise disturbed sites on county right-of-way
3. Inventory and document plant communities and trends along county right-of-way
4. Managing those areas of native vegetation identified by the inventory process to improve their diversity and promote their continued health
5. All Weed Commissioner duties and responsibilities
6. Removing and/or spraying trees and brush from the rights-of-way
7. Development of a program for public information and education to promote public understanding of IRVM, and wise use of the land that directly contributes to the goals of the IRVM program

8. Other duties and responsibilities in the Guthrie County Secondary Road Department as assigned by the County Engineer

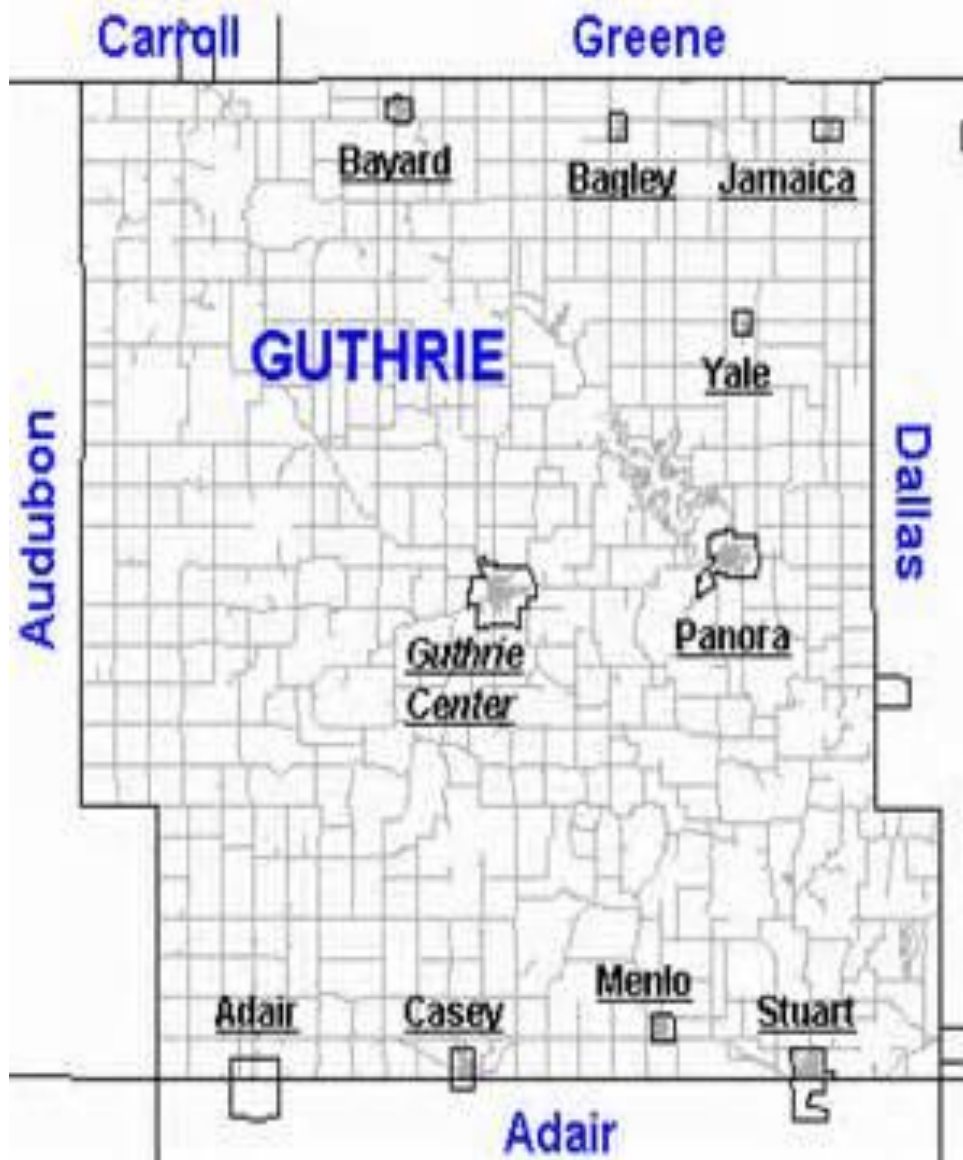
**IX. Approvals**

\_\_\_\_\_  
Mike Dickson Chairman  
Guthrie County Board of Supervisors

Date: \_\_\_\_\_

\_\_\_\_\_  
Josh Sebern, P.E. County Engineer  
Guthrie County Secondary Road Department

Date: \_\_\_\_\_



**GUTHRIE COUNTY ENTRANCE APPLICATION**

Request Date \_\_\_\_\_ Completion Date \_\_\_\_\_

Applicant \_\_\_\_\_ Phone number \_\_\_\_\_

Address \_\_\_\_\_

Location: Section \_\_\_\_\_ Put an "X" on the map at the  
Township \_\_\_\_\_ right to indicate where the  
entrance will be located:

NW	NE
SW	SE

911 Address \_\_\_\_\_

A permit is hereby requested to construct (widen) an entrance \_\_\_\_\_ feet in width, including, if necessary, a drainage structure.

To be installed by:  Owner \_\_\_\_\_ Phone No. \_\_\_\_\_  
\_\_\_\_\_

Contractor \_\_\_\_\_ Phone No. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Location of desired entrance marked \_\_\_\_\_ yes \_\_\_\_\_ no

**FOR THE APPLICANT:**  
I agree with the provisions of this entrance application and agree to pay any costs billed me by the County.

\_\_\_\_\_  
Signature of Applicant

**ENTRANCE INFO**

\_\_\_\_ Dry Fill \_\_\_\_ Pipe Required \_\_\_\_ Diameter \_\_\_\_ Length \_\_\_\_ No. Bands

Initially inspected by: \_\_\_\_\_

\_\_\_\_ ft. \_\_\_\_ dia. pipe; \_\_\_\_ qty. \_\_\_\_ dia. band \_\_\_\_ picked up \_\_\_\_ delivered

Notified motor grader operator about entrance: \_\_\_\_\_ yes \_\_\_\_\_ no

Remarks: \_\_\_\_\_

\_\_\_\_\_

**ENTRANCE POLICY**

**TOTAL REMOVALS** – Guthrie County will remove drives at no cost when requested by an adjacent owner provided the County will benefit by the removal. (NOT to be considered in additional or extensions and will be done at the County's convenience.

**ADDITIONAL ACCESSES, EXTENSIONS AND RELOCATIONS** – The applicant shall be responsible for 100% of the cost of pipe and construction.

**SALVAGE** – The County retains ownership and salvage rights to any materials placed into any driveway.

**INSTALLATION** – Installation may be done by a private contractor or the applicant. Site distance must be approved by the County Engineer's office. The County shall inspect all contractor and applicant installed drives at no charge. Improperly installed drives shall be corrected at the cost of the applicant.

**CULVERTS** - The culvert pipe shall be new material and must be the minimum length and diameter specified on the entrance application.

DATE: \_\_\_\_\_

**STATEMENT OF CHARGES**

_____ ft. _____" dia. corr. culv. at _____ per ft	= \$ _____
_____ qty. _____" dia. corr. band at _____ each (Band = 3' of culvert pipe)	= \$ _____
<b>SUBTOTAL</b>	= \$ _____
Delivery Charge: 25% of Total Culvert/Band Price	= \$ _____
Miscellaneous charges: _____	= \$ _____
_____	= \$ _____
<b>TOTAL AMOUNT OWED</b>	= \$ _____

PLEASE MAKE CHECK PAYABLE TO "GUTHRIE COUNTY" AND RETURN CHECK TO THE COUNTY ENGINEER'S OFFICE SO PROPER CREDIT MAY BE GIVEN. THANK YOU!

Guthrie County Engineer's Office  
2211 215<sup>th</sup> Rd  
Guthrie Center, IA 50115

