

**DELAWARE COUNTY SECONDARY ROAD DEPARTMENT  
POLICY AND PROCEDURE MEMORANDUM**

**SUBJECT: Upgrading Level B Roads and/or Dirt Roads**

Adjacent landowners on Level B roads may request the road be rocked to the driveway of their property at their expense as stated below. Rock on Level B roads will only be hauled to properties with building or home sites. Rock may not be hauled to field entrances where no home or buildings are present. Rocking the road will not **automatically** change the road's level of service for snow removal, signing, maintenance blading, etc. The landowner must apply to the county engineer's office for surfacing the Level B road prior to any rock being placed. **The County Engineer will request that the Board of Supervisors review and approve the request for rock on any Level B road. The Board will review each request and make a decision as to whether the road should be rocked. The Board will then file a motion to direct the County Engineer to sign the permit and rock the road.**

The county will haul the rock and bill the cost of the haul and the rock to the landowner. **The County Engineer at his or her option may request that the Board of Supervisors allow hired haulers to be used, such as times when snow removal equipment may be mounted on county trucks.** Private haulers may **not** be used to haul rock to Level B roads **except as so approved the Board of Supervisors..**

Rock will be hauled to Level B roads in as timely a manner as the county labor schedule will allow. No schedule of time or time limit is promised or guaranteed by the request to place rock on a Level B road after the request is made by the landowner.

Maintenance of the rock surface, that is additional rock being hauled to the road, will be the continuing responsibility of the landowner. The County will not undertake maintenance resurfacing on Level B roads and will not accept these roads into the County Level A rock road system. The County will haul additional rock which is paid for by the landowner in subsequent years under the terms of this policy.

Landowners wishing to upgrade a road from Level B to Level A service must consult with the County Engineer. The Engineer shall request a public hearing upon receiving a petition from 50% of the adjacent landowners to upgrade a Level B road. The Board of Supervisors, after hearing comments at the public hearing, will determine the feasibility, economic benefits, and cost sharing associated with upgrading the Level B road. The Board of Supervisors shall use the provisions of Iowa Code Chapter 311 to assist with special assessments, if necessary.

APPROVED:

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Bill Skinner, Chairman-Delaware County Board of Supervisors

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Mark J. Nahra, Delaware County Engineer

Attachments:

Permit to Rock a Level B Road