

BUTTE
COUNTY
ROAD
POLICY

Revised 6-01-06

BUTTE COUNTY ROAD POLICY

SECTION 1 PURPOSE

- A. To stipulate the condition under which roads would be accepted or retained as “COUNTY ROADS”.
- B. To insure that county roads serve the greatest number of people in the most equitable way within our resources.
- C. To reserve the prerogative of the Board of Commissioners to exercise its best judgment to solve problems that are unforeseeable in this policy.

SECTION 2 DEFINITIONS

- A. County primary system.
It is the principal highway system in Butte County, designated by the Board of Commissioners and approved by the State Department of Transportation Commission. This system of highways include all FAS Roads and roads providing access to the major geographical areas. (Maintenance level—full maintenance and snow removal.)
- B. County secondary system.
This system of roads connects to the primary system, or in some cases, to the state system. Generally this system of roads will provide access to large land areas not served by the primary system. This system of roads may provide access to, but not in cities, town, developments, and unincorporated residential areas. This system of roads may be designated by the Board of Commissioners. (Maintenance level – full maintenance and snow removal.)
- C. County minimum system.
This is a substandard system of lanes, trails, and roads to provide reasonable access for normal highway equipment. This system of roads may provide access to, but not in cities, towns, developments and unincorporated residential areas. Roads with grades in excess of 10% will not be considered. Roads on this system must be located on legally established public right-of-ways or recorded road use easements. This system of roads may be designated by the Board of Commissioners. (Maintenance level – Restricted maintenance will be as determined by the Highway Superintendent, the Butte County Board of Commissioners, budget, and time restrictions.)
- D. Private Driveway.
A Private Driveway is an access from a dedicated County, State, or Federal road or Highway. It grants access to one and not to exceed three private

single family dwellings. It is never to be a connecting route between dedicated Special Use, County, State, or Federal highways. A Private Driveway shall not be used in the future as access to a Minor, or Major Subdivision or another parcel of land. A Private Driveway shall have at least a 12 ft. driving surface, be graveled and it shall be designed and maintained to accommodate all emergency vehicles, and have an adequate turn around for these vehicles. These roads are not on the County Road system and the County shall perform no maintenance.

E. Special Use roads.

Substandard system of roads, lanes, and trails not meeting the stringent requirements of the county road specifications. The system shall provide reasonable access for normal highway equipment with twelve foot width or more. In addition, this system must connect to a state or county road, be located on legally established public right-of-way or acceptable and recorded road use easement. System with grades in excess of 10% will not be considered. These roads are not on the County Road system and the County shall perform no maintenance.

SECTION 3 CATEGORY OF ROADS THAT GENERALLY WILL BE
CONSIDERED FOR DESIGNATION AS COUNTY ROADS

- A. Roads that connect one County Road to another County Road.
- B. Roads that connect a County Road to a township, municipal, State or Federal Highway.

SECTION 4 PROCEDURE FOR REQUESTING ROADS TO BE DESIGNATED AS
COUNTY ROADS.

- A. A written request shall be sent to the County Highway Superintendent or to the Board of Commissioners. Request shall be complete and include such information as location, length of road, map or plat. Requests shall state that the road meets county specifications. The County Highway Superintendent may request additional information including certification from contractors, engineers and suppliers that County specifications have been met.
- B. The Highway Superintendent shall promptly respond to every written request received. The Highway Superintendent shall make the necessary inspections and request additional information as required. The Superintendent's recommendation shall then be forwarded to the Board of Commissioners including an appreciation of current and reasonably foreseeable recurrent costs involved for their review and action. The Highway Superintendent shall notify the applicant, in writing, of the Board's decision.

SECTION 5 ROAD SIGNS

- A. The County Highway Superintendent shall determine the need for road signs on County Roads or entries to County Roads and shall erect and maintain such signs.

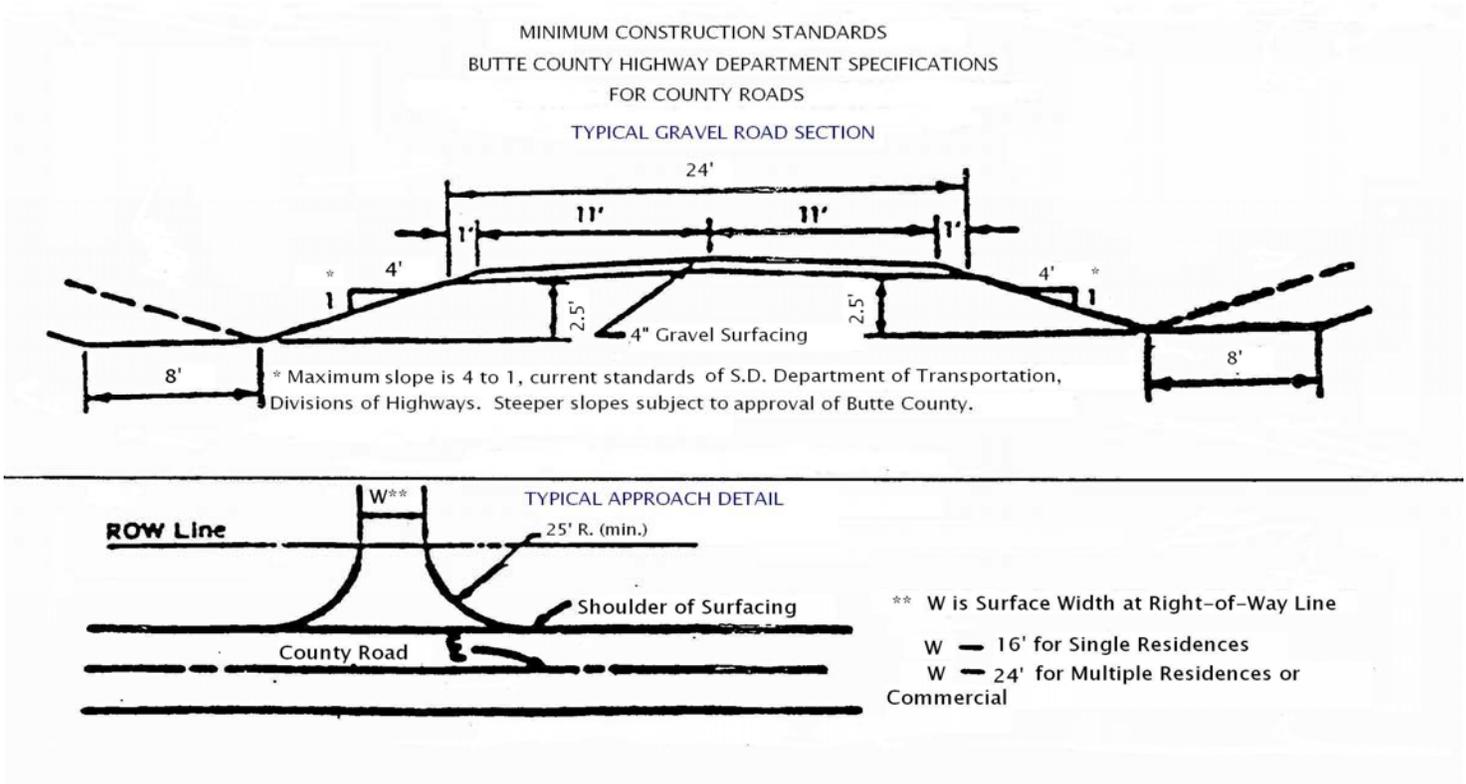
SECTION 6 APPROACHES

- A. Property owner must obtain written approval from the County Highway Department for each approach. There will be a minimum of 1000 feet between approaches.
- B. Property owner must construct approach according to County Specifications and current policy, and is responsible for cost of construction and maintenance.
- C. The Typical Road section and Typical Approach Detail shall be followed in the construction of roads to be placed on the County Road System. Road design shall be consistent with published standards of the American Association of State Highway Transportation Officials. Road construction materials and methods shall conform to the current published edition of the “Standard Specifications for Road and Bridge” of the South Dakota Department of Transportation, Division of Highways, when referenced in the standard below. Copy of this specification is on file at the County Highway Office.

The following are Standards, which shall be met:

- Maximum grade of any road or portion of road shall not exceed ten percent (10%).
- Maximum degree of curvature shall not exceed twenty-one degrees (21°).
- Minimum crown rate shall be one-quarter inch per foot (1/4”/ft).
Maximum superelevation rate in curves shall be three-quarter inch per foot (3/4”/ft).
- Culverts shall be sized to assure proper drainage. The minimum size of culvert shall be fifteen inches (15”) in diameter, although eighteen inches (18”) is preferred. Requirements of Section 450 of the “Standard Specifications” shall be met.
- Gravel surfacing shall meet requirements of Section 290 of the “Standard Specifications”.
- Asphalt and concrete construction methods and materials shall meet the requirements of Sections 320, 380, and 460 of the “Standard Specifications”.
- All dead-run roads shall have cul-de-sacs with minimum radius of fifty feet (50’).
- Approaches shall be constructed perpendicular to the County Road.
- Minimum dedicated right of way shall be sixty-six feet (66’).

- Maximum slope is 4 to 1, current standard of SD Dept. of Transportation, Division of Highways. Steeper slopes subject to approval of Butte County.



SECTION 7 TOWNSHIP SYSTEM

- A. The secondary highways in organized townships are administered by a Board of Township Supervisors.

POLICY AND PROCEDURES FOR COUNTY HIGHWAY SYSTEMS REVISIONS

The State of South Dakota, acting by and through the South Dakota Transportation Commission, has determined that requests for revisions in County Highway System mileage are required under SDCL 31-12-2, should follow standard procedures and contain documentation described below:

1. The Board of County Commissioners shall forward to the Department of Transportation a resolution which correctly states the desired addition to or deletion from the county highway system. Relocation of a route must be considered as a deletion or addition to the system. The resolution may include any number of additions or deletions.

2. The resolution should state the rationale for the modification. For example, changes in county development patterns or increasing traffic on township roads would be noted on the petition.
3. The resolution must be accompanied by a county map that shows the existing road system and the proposed additions or deletions marked in contrasting colors.
4. The resolution, if requesting deletions from the county highway system, must be accompanied by evidence that public notice had been given in an official county newspaper(s), such notice correctly describing the section or sections of the county highway being abandoned, and the time and place for action to be taken by the Board of Commissioners. Public notice must be published a minimum of ten (10) days prior to the meeting of the Board of County Commissioners when the action will occur. Public notice is not required for resolution adding road segments to the county highway system.
5. The South Dakota Transportation Commission will not act on a resolution requesting a deletion from the county highway system prior to a sixty (60) day period following receipt of the resolution by the South Dakota Department of Transportation.

Please address any questions and send all resolutions to:

Division of Planning/Engineering
SD Department of Transportation
700 Broadway Ave. East
Pierre, SD 57501-2586
Phone: 605-773-3590

Guiding Statute

SDCL 31-12-1 Established highway systems perpetuated.
The County highway system as heretofore designated and established in each organized county of the state is hereby perpetuated.

SDCL 31-12-2 Change of county highway system – Order of Department of Transportation.

No county highway system shall be changed, altered or modified except by authority of and in accordance with a written executive order of the Department of Transportation. Any such change shall be shown on the map of the county highway system in the office of the county auditor and on such map in the Department of Transportation.

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Revised 07-12-05

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