GILA COUNTY
DIVISION OF PUBLIC WORKS

DIVISION POLICY or PROCEDURE

Title:	Effective Date: 10/07/03 Revised: 12/14/04 05/24/07	Department:
Guidelines to Country Dirt Roads		Engineering
Purpose: To establish a uniform countywide policy pertaining to the designation and maintenance of "Country Dirt Roads"; to help clarify which roads are designated as Country Dirt Roads, what guidelines are to be used in selection of these roads, and the signing requirements mandated for such roads.	**Authorized Signature:** Steve Stratton, Director of Public Works Bryan Chambers Chief Deputy County Attorney	

Policy Statement:

Country Dirt Roads

The Gila County Board of Supervisors has adopted policy and procedures guidelines for accepting certain roads in Gila County that meet the criteria establishing them as a Country Dirt Road. The purpose for these guidelines is to establish a uniform countywide policy pertaining to the designation and maintenance of "Country Dirt Roads".

The Gila County Board of Supervisors has the authority to classify public roads within its jurisdiction as "Country Dirt Roads". Only public roads opened after June 13, 1975 but prior to July 2, 2002, and are not built in accordance to county standards can be classified as Country Dirt Roads. The county will sign these Country Dirt Roads in a way that lets the public know that the roads are not maintained on a regularly scheduled basis.

1. BACKGROUND:

The Gila County Board of Supervisors has the authority to classify public roads within its jurisdiction as "Country Dirt Roads". Only public roads opened after June 13, 1975, but prior to July 2, 2002, and not built in accordance with current county standards can be classified as Country Dirt Roads. Gila County will sign these Country Dirt Roads in a way that lets the public know these roads are not maintained on a regularly scheduled basis.

2. AUTHORITY:

Gila County is adopting this policy pursuant to the authority granted to the County in ARS 28-6701 et. seq. regarding the designation of roads as "Country Dirt Road."

3. PROCEDURES:

ROAD ELIGIBILITY

Country Dirt Road classification shall apply to public roads meeting **all** of the following criteria.

1. Were opened after June 13, 1975 but prior to July 2, 2002. Not withstanding this requirement a road opened after July 2, 2002 may be accepted as a Country Dirt road if:

    A. It meets all other Country Dirt Road requirements;
    B. Property owners dedicate adequate public roadway easements to Gila County in exchange for an existing Gila County public roadway

easement; and

C. The proposed Country Dirt Road is built to meet or exceed the condition of the existing public road it will replace.

2. Were not constructed in accordance with current county paved road standards.

3. Are Not State or Federal Highways, or designated as Primitive Roads.

4. Shall have adequate public easements granted to Gila County.

5. Shall be in a condition that County forces can maintain with minimal cost and risk. The County will not be responsible for damage to private utilities in the roadway.

6. Country Dirt Roads can not be paved unless improved to current county paved road standards.

7. Country Dirt Roads must have average daily traffic (ADT) count of less than 75 vehicles.

8. Country Dirt Roads can have no gates and must remain open to the public at all times.

9. Country Dirt Roads must have a single lane width of at least 12 feet with passing opportunities where practicable.

10. Property owners must dedicate adequate public roadway easements to Gila County.

PREDOMINANT TRAFFIC TYPES:

Dispersed recreation, local access, government, farm or ranch, administrative.

SURFACE TYPES:

Native material, or unimproved dirt roads; paved roads are not eligible for Country Dirt Road designation.

CROSS SECTION CHARACTERISTICS:

1. Does not conform to current county paved road standards.

2. May have inconsistent width; however roads must have minimum widths to safely operate equipment for the purpose of maintenance.

3. Surface can vary from native material to unimproved dirt roads. Surface must be in a maintainable state when designated by the County as a Country Dirt Road.

4. County forces will basically maintain existing roadway and drainage conditions.

SIGNING REQUIREMENTS:

The County shall place signs that state "**Country Dirt Road, Caution, Use at Your Own Risk. This Surface Is Not Regularly Maintained"** on roads that are accepted by the County for designation as Country Dirt Road in locations adequate to warn the public.

Signing shall be installed at the beginnings of a designated "Country Dirt Road".

COUNTRY DIRT ROADS MAINTENANCE PROCEDURES:

1. The Road Maintenance Superintendent or his designee will be primarily responsible for determining the maintenance of Country Dirt Roads, according to these Gila County Policy/Procedure Guidelines.

2. Roads that are designated as Country Dirt Roads will receive maintenance, at a schedule not to exceed three times per fiscal year.

3. All driveway, culvert cleaning and installation will remain the responsibility of the homeowner/s.

4. County forces may expend minimal funds, as budget allows, to maintain Country Dirt Roads.

5. Drainage problems that occur will only be addressed as outlined herein.

6. No Country Dirt Road will be brought up to county standards using public funds or County forces.

COUNTRY DIRT ROADS DRAINAGE MAINTENANCE PROCEDURES:

Drainage ditches may be cut as part of the maintenance activity. Other drainage issues may be addressed at the discretion of County staff based on the availability of staff, and engineering, labor and equipment costs, but only if the property owner/s agrees in writing to pay for materials. Limited drainage projects may occur on these roads with the property owner paying for any material i.e. culverts, cattle guards, etc.

28-7214. EXTINGUISHMENT OF EASEMENTS

If this state or a city, town or county does not own title to a roadway but holds right-of-way easements, the easements may be extinguished by the governing body's resolution.

If Gila County extinguishes an easement within two years after creation and a request for extinguishment comes from owner(s) of easement the owner or owners requesting extinguishment shall reimburse Gila County any and all costs associated with maintenance of said easement from time of acceptance until

extinguishment. All requests for extinguishment shall be in writing and directed to the Director of Public Works.

EXHIBITS:

Exhibit "A" is the Country Dirt Road Designation Application Guidelines.
Petition to establish Country Dirt Road

Exhibit "A"

Country Dirt Road Designation Application Guidelines

The following items shall accompany any request by the public to designate a road as a Country Dirt Road prior to consideration by the Board of Supervisors. These items will be submitted to the Public Works Division for review.

1) An application letter and Petition outlining the request for the road to be designated as a County maintained Country Dirt Road.

2) Documentation that the road was opened after June 13, 1975, but prior to July 2, 2002.

3) A map showing existing location of the road and all properties that it traverses will be provided by Gila County Public Works Division.

4) An easement dedicating the roadway to the public shall be signed by all affected property owners on a form provided by Gila County Public Works Division.

5) After review of items 1 through 4 above the Public Works Division will prepare a recommendation for action to the Board of Supervisors.

6) A Country Dirt Road may be established by presentation of a petition that is signed by ten (10) or more resident taxpayers of the county to the board of supervisors that request a Country Dirt Road be established and that gives the Country Dirt Road beginning, end, general course and direction. The board of supervisors may either reject the petition or act on the petition as prescribed by this article.

PETITION
TO ESTABLISH A COUNTRY DIRT ROAD

We the undersigned, respectfully petition the Gila County Board of Supervisors to establish a Country Dirt Road in the county. The beginning of the proposed road is _____. The end of the proposed road is _____. The general course and direction of the proposed road is _____. The Undersigned respectfully request that the Gila County Board of Supervisors accept this petition and act thereon.

DATE	NAME	ADDRESS & TAX PARCEL NO.	AVERAGE LENGTH OF RESIDENCE PER YEAR