



Starke County Gravel Road Conversion Request Policy

The Starke County Highway Department's transportation network includes over 90 miles of gravel roadways. Although it would be nice to convert all of the gravel roadways to a hard surface, the county does not have the resources available to do so.

The Starke County Highway Department is developing a systematic decision tool to help us identify the best candidate roadways for conversion from gravel to hard surface. This decision tool will calculate a roadway's "conversion score" based on several criteria that are important to evaluate when considering hard surfacing a roadway.

Residents can submit road conversion requests/applications for their roadway. The application process will require the owner to gather and report numerous criteria which will be utilized to develop a road conversion score based on several criteria. The road conversion score will be based on the following criteria:

- Cost of requested conversion
- Traffic Volumes
- Description of the road termini
- Thoroughfare Plan Classification
- Connectivity
- Public Support
- Available right of way/willingness of residents to dedicate right of way
- The roadway's proximity to State Roads

Please note, submission of a road conversion request is NOT a guarantee a road will be converted from gravel to a hard surface. Requests must be submitted by June 1 for consideration of conversion in the following year.



**APPLICATION TO INITIATE THE CONVERSION
PROCESS ON A COUNTY HIGHWAY**

**Starke County Highway
Department 3835 E. 250 N.
Knox, IN 46534**

APPLICATION # _____
(Hwy Dept. Use Only)

Requested Road to be Converted: _____		
Between Roads: _____ and _____		
Applicant's Name		Date
Mailing Address		
City	State	Zip Code
Email	Phone #	

As the initiating applicant, I agree to the following responsibilities throughout the Conversion Application process:

- Serve as the point of contact between the Property Owners and the Starke County Highway Department.
- Maintain communication with all Property Owners during the Conversion Application process.
- Distribute and collect "Road Conversion Petition Forms" from all Property Owners in support of the Conversion of this road from gravel to hard surface.
- Submit application and petitions as a complete packet to the Starke County Highway Department by the cutoff deadline of June 1st for the following year's conversion.

If the road is selected for conversion, I agree to the following responsibilities:

- Serve as the point of contact between the Property Owners and the Starke County Highway Department.
- Distribute "Right of Way Dedication Documents" to Property Owners who previously agreed to dedicate Right of Way along the road frontage of their property for the project and collect executed documents.
- Return all "Right of Way Dedication Documents" as a packet to the Starke County Highway Department by the deadline.

Submitting this application does not guarantee that the requested roadway will be converted from gravel to hard surface. The County Highway Department in conjunction with the Starke County Board of Commissioners will review all applications received in a given year and prioritize based on the scores and available funds.

(Signature of Applicant)

(Date)



ROAD CONVERSION PETITION FORM

APPLICATION # _____

**Starke County Highway
Department 3835 E. 250 N.
Knox, IN 46534**

(Hwy Dept. Use Only)

Requested Road to be Converted: _____		
Between Roads: _____ and _____		
Property Owner's Name		Date
Mailing Address		
City	State	Zip Code
Email	Phone #	

As the owner of property in the location listed above, I support the conversion of this road from gravel to hard surface. I understand this conversion may cause the county to increase the assessed value of my property based on the road surface upgrade, and I agree to pay all taxes accordingly.

Furthermore, I understand that support of the roadway conversion by all residents is necessary for the Starke County Commissioners and Starke County Highway Department to consider upgrades, but it is not a guarantee that work will be done. Applications are reviewed and prioritized based on a scoring formula and available funds. Completed application packets received by June 1 will be considered for conversion in the following year.

(Property Owner Signature)

(Date)