HELENE BLOCK GRANT ROAD REPAIR PROGRAM

Engineering Decision Sheet — Access Road (Version 1.1 - 07/10/2026)

HBG-ENG-002 • CPS 560 • Engineering criteria only — soils evaluation excluded

Date: _____
Project ID: _____
Evaluator: _____

A. SITE INFORMATION

Landowner / Applicant		**County**	
Road Name or ID		**Parcel / PIN**	
Repair Status	☐ Complete ☐ Incomplete / Partially Complete		
Mapped Floodplain?	☐ Yes — floodplain development permit / no-rise cert may be required ☐ No		
Approx. Date of Repair			

⚠ SOILS REVIEW TRIGGER (HBG-SOIL-001) - Check all that apply. If ANY box is checked, request soils review

- ☐ Active rutting at road surface
- ☐ Ponding or saturated soils at road surface
- ☐ Visible slope instability (slumping, cracking, toe bulging, alligator cracking)
- ☐ Active rilling or erosion on cut or fill slopes
- ☐ Road surface without gravel or geotextile where side slopes exceed 2:1

SOILS REVIEW REQUIRED? ☐ Yes ☐ No

B. TRACK 1 — CPS 560 COMPLIANCE (check all that apply)

Evaluate Track 1 first on every project.

GENERAL

☐	**HBG_ENG_002_FS_CPS560 has been completed in the field**

SLOPES

☐	**Grade does not exceed 10% for standard road sections. If any section exceeds 10%, it is 200 ft or less and never exceeds 15%.**
☐	**All side slope cuts and fills in soil ≤ 2H:1V; rock cuts/fills ≤ 1.5H:1V.**

WIDTH

Width must meet one of the following, depending on purpose:

☐	**All-purpose roads: roadbed width (including shoulders) ≥ 14 ft for one-way traffic (≥ 20 ft for two-way.**
☐	**Single purpose roads: minimum 10 ft width.**

DRAINAGE

☐	**Road cross-section manages surface water (cross section in crowned, out-sloped or in-sloped; broad based dips included as needed).**
☐	**Ditches are of adequate size to manage runoff.**
☐	**Drainage culverts will safely pass design storm.**
☐	**Stable outlet for all ditches, culverts and cross drains.**

EROSION CONTROL

☐	**All disturbed areas are vegetated or otherwise stabilized.**

▶	**ALL BOXES CHECKED → TRACK 1 ELIGIBLE. Skip Section D. Proceed to sign-off.**
▶	**ANY BOX UNCHECKED → PROCEED TO TRACK 2 (Section D). Document which items were not met.**

C. TRACK 2 — STABILITY DETERMINATION (complete only if any Track 1 item was unchecked)

Track 1 items NOT met (list):	

An access road is considered stable and safe when it is passable and maintaining structural integrity under current traffic load, even if it does not fully meet CPS 560 design criteria. ALL conditions below must be observed. Document justification in the narrative.

☐	**Road is passable and maintains structural integrity under current traffic load.**
☐	**No active rutting nor surface failure inconsistent with current use.**
☐	**No uncontrolled water flowing along or down the road surface causing active erosion or channeling.**
☐	**Drainage structures present and passing flow without complete blockage, overtopping, or active road damage.**
☐	**Cut and fill slopes not actively failing — no fresh slumping, cracking, toe bulging, or piping observed.**
☐	**Road width is adequate for current agricultural use (even if below CPS minimums).**
☐	**Shoulders and disturbed areas not actively eroding.**

▶	**ALL BOXES CHECKED → TRACK 2 ELIGIBLE Complete stability narrative below and proceed to sign-off.**
▶	**ANY BOX UNCHECKED → NOT ELIGIBLE. Document reason below and proceed to sign-off.**

Track 2 Stability Rationale (required — reference field observations and basis for stability finding; attach additional pages):

D. EVALUATOR SIGN-OFF & ELIGIBILITY DETERMINATION

Evaluator Name		**Title / Credentials**	
Agency / Organization		**Date of Field Evaluation**	

☐ TRACK 1 ELIGIBLE Full funding — CPS 560 criteria met	☐ TRACK 2 ELIGIBLE Partial funding — stable per determination	☐ NOT ELIGIBLE Does not meet CPS 560 or stability criteria

Signature of Evaluator:	
Date Signed:	

E. LANDOWNER/APPLICANT SIGN-OFF & ELIGIBILITY DETERMINATION

If it was determined that the Project does Not meet Track 1
And Does Meet Track 2 or Is Not Eligible

Does Landowner/Applicant want to go through design and re-install to bring project to Track 1 - NRCS Standard?

☐ Yes ☐ No ☐ Needs Additional Time to Evaluate Options

Signature of Landowner/Applicant:	
Date Signed:	

Additional Notes and Potential Constraints: