

A M E N D M E N T

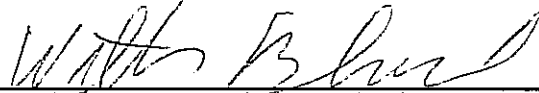
POLICY NO. 25

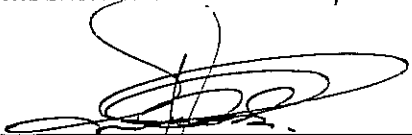
BOARD OF COUNTY ROAD COMMISSIONERS  
OF THE  
COUNTY OF ST. CLAIR

SUBJECT: Specifications and Procedures for Drive Installations

AMENDED: January 7, 2003

Moved by Commissioner LaLonde seconded by Commissioner  
Foerster that the "Commercial Drives - Private Road  
Access" page of the Specifications and Procedures for Drive  
Installations be amended as attached to provide additional  
information on obtaining permits and defining the types of  
changes for commercial/private road access driveway permit  
requirements.

  
\_\_\_\_\_  
William Blumerich, Chairman

  
\_\_\_\_\_  
Donald M. Maronde, Managing Director

Adopted: 02-12-80  
Amended: 02-17-87  
Amended: 04-17-90  
Amended: 12-05-02

## COMMERCIAL DRIVES - PRIVATE ROAD ACCESS

### Definition:

Any driveway providing access to land which is used for industrial or commercial purposes shall be deemed to be a commercial driveway. As examples of industrial and commercial purposes, but not necessarily limited to these are:

Apartment Buildings	Laundromat
Automobile Sales	Lumber Yards
Bakery	Mobile Home Sales
Bar	Restaurant
Barber Shop	Real Estate Offices
Beauty Shop	Bowling Alley
Shopping Center	Gasoline Station
Stores	Hotel-Motel
Trade Shop	Halls (V.F.W., etc.)
Private Road Access	

In the event of a dispute over whether or not a specific use shall be designated commercial or not, the Board of County Road Commissioners shall make the final determination and shall base their decision on this event.

### PERMITS REQUIRED:

No person, organization or governmental unit shall undertake or conduct any of the following activities on or along a county road or within county right-of-way unless a permit has been obtained from the St. Clair County Road Commission's Permit Department:

1. Construct, reconstruct, relocate, surface, resurface a driveway;
2. Continue to use a driveway when the land use has changed or expanded;
3. Operate, use or maintain a new driveway;
4. Erect or suspend a banner, decoration or similar object; and
5. Close a section of county road to normal traffic for the purpose of staging a parade, celebration, festival or similar activity.

Construction of a new driveway or private road connection to a county road or reconstruction of a driveway or private road connecting to a county road shall be allowed only after an approved permit has been obtained from the Permit Department. The construction or reconstruction of all driveways or private roads shall be as described on the approved plans and shall be accompanied by the permit.

When changes in the use of property abutting a county road occur, a permit is required. Such changes may be in the number of residents using an existing private road, a change from residential to commercial or combination of commercial/residential use, or a change in the type of commercial operation, or changes in the number, design or location of driveways. When the change or expansion of the type of commercial business or private road causes the existing driveway to be a safety hazard, the driveway will be considered

inadequate. If so it shall be required that a new driveway be constructed to current standards as per Act 83, Public Acts of 1978, as amended. Factors that constitute an inadequacy or safety hazard shall include but are not limited to the following:

1. Increased accident rate at or near driveway;
2. Increased traffic volume on main road as a result of the change of use or expansion;
3. Increased turning movements using driveway;
4. Improper drainage;
5. Inadequate sight distance;
6. Excessive grades of driveway;
7. Improper driveway design for use; or
8. Creates a foreseeable risk of harm to the traveling public.

If, upon inspection, a driveway or private road approach constructed or reconstructed after the effective date of these rules is found to be in violation of these rules, the owner shall correct any deficiencies within a period of time not more than thirty (30) days as specified in a Notice of Violation to be sent by certified mail to the owner.

#### Location of Driveways:

All driveway locations shall be designed to conform with the guidelines for stopping sight distance as set forth in "A Policy on Geometric Design of Highways and Streets," 1984 edition by the American Association of State Highways and Transportation Officials.

#### Surface:

All commercial driveways shall be surfaced from the edge of the traveled way to the right-of-way line with a material which is equal to or better than the surface of the traveled way which it joins. The Road Commission shall determine whether or not any specific material is equal to or better than the surface of the traveled way.

#### Fees:

An Application Fee of \$\_\_\_\_\_ and a Permit Fee of \$\_\_\_\_\_ for the first driveway and \$\_\_\_\_\_ for each additional driveway, will be charged to the applicant for administration cost for all commercial and industrial drives. Also, inspection fees are billed to the contractor. A bond in the amount of \$5,000 is required for gravel and low volume paved entrances. A \$10,000 bond is required for paved and medium volume paved entrances. For all other configurations, the bond shall be based on engineering estimate of cost for construction. The bond will not be released until final approval has been given by County Inspector and all inspection fees are paid.

A M E N D E D

POLICY NO. 25

BOARD OF COUNTY ROAD COMMISSIONERS  
OF THE  
COUNTY OF ST. CLAIR

SUBJECT: Specifications and Procedures for Drive Installations

AMENDED: December 5, 2002

Moved by Commissioner Foerster seconded by Commissioner  
Hool that the subject specifications and  
procedures be amended by the inclusion of the attachment  
concerning "Low Use Commercial and Multi-Family Residential  
Driveway Requirements" following the section regarding  
"Commercial Drives."

  
\_\_\_\_\_  
William Blumerich, Chairman

  
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Donald M. Maronde, Secretary

Adopted: 02-12-80  
Amended: 02-17-87  
Amended: 04-17-90  
Amended: 09-22-92

## **LOW USE COMMERCIAL & MULTI FAMILY RESIDENTIAL DRIVEWAY REQUIREMENTS.**

The following specific requirements shall apply to low use commercial and multi family residential driveway requirements:

1. Estimated traffic volumes shall be furnished by developer along with traffic studies.
2. Condominium Developments, Multi Family Residential and Private Road traffic counts shall be based on 10 trips per day per family unit.
3. Low Volume Commercial, Multi Family Residential Drive and Private Roads Approaches are those which have less than twenty-five (25) vehicles per day.
4. Medium volume Commercial Drive and Private Road Approaches are those which have more than twenty five (25) vehicles per day and less than five hundred (500) vehicles per day.
5. High Volume – Shopping Malls, Factories, Large Business Complexes.
6. In the event of a dispute the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF ST. CLAIR shall make the final determination.

### **3.10 SURFACING AND CURBING ALONG PAVED CURBED HIGHWAYS**

Commercial, Multi Family Residential Drive and Private Roads Approaches shall be paved and curbed to either the right-of-way line or to the point of tangent along the driveway. The dimensions of the driveway shall conform to the standards in Table 2E

### **3.11 SURFACING AND CURBING ALONG PAVED UNCURBED HIGHWAYS**

- A. Low Volume Commercial, and Private Roads Approaches with less than 25 vehicles per day shall be paved between the edge of pavement and right-of-way line or to a point of curvature between the driveway edge and the end of radius point closest to the right-of-way line. Curbed radii are NOT required until volume exceeds 25 vehicles per day or commercial usage changes and requires upgrading. The dimensions of the driveway shall conform to the standards in Table 2E
- B. Low Volume Multi Family Residential Drive Approaches with less than 25 vehicles per day shall be paved between the edge of pavement and right-of-way line or to a point of curvature between the driveway edge and the end of radius point closest to the right-of-way line. Curbed radii are NOT required until volume exceeds 25 vehicles per day or usage changes and requires upgrading. The dimensions of the driveway shall conform to the standards in Table 2E
- C. Medium Volume Commercial, Multi Family Residential Drive and Private Roads Approaches with between 26 and 500 vehicles per day shall be

paved and shall require curbed radii. The back of curb shall be offset 26.5' from centerline of existing road or as approved by engineering department. Detail "M" opening not required. The dimensions of the driveway shall conform to the standards in Table 3E

- D. High Volume commercial driveway shall be paved and shall require MDOT detail M opening.

### 3.17 UTILITY / OUTDOOR ADVERTISING SIGNS AND STRUCTURES / CELL TOWERS AND FIELD ENTRANCES

- A. Utility Structure, Outdoor Advertising Signs and Structures and Cell Tower driveways may be permitted when only occasional access is required for maintenance of automatically operated equipment. The dimensions of the driveway shall conform to the standards in Table 1E.
- B. Field Entrance may be permitted for cultivated land, timberland or undeveloped land. The dimensions of a field entrance shall conform to those given in Table 1E. A permit may be granted for a driveway to serve each 10 acres of cultivated land timberland, or undeveloped land.
- C. All culverts shall be new corrugated metal pipe or reinforced concrete. Corrugated metal pipe shall be made with steel of the proper gage as determined by the Commission. Concrete pipe shall be Class IV premium joint pipe.
- D. The Commission depending on proposed use will determine minimum sight distance allowable.

### 3.18 TEMPORARY DRIVEWAY REQUIREMENTS

- A. Time Restrictions. Temporary driveway may be permitted for a maximum 12-month period to service a specific site for a specific function or project.
- B. Drive Surface. Gravel or paved surface may be allowed, depending on volume of use, erosion concerns, maintenance concerns or other safety factors.
- C. Culvert Requirements. When culvert is required, the Commission shall determine the diameter, length and material required to be allowed.
- D. Location. Location and minimum sight distance allowable shall be determined by the Commission depending on proposed use.

- E. Restoration and Repair of Right Of Way. Permit Holder shall restore the right-of-way to a condition equal to or better than its condition before temporary drive was installed and repair any damage to the road which is the result of the facility whenever it occurs or appears.
- F. Return of Deposit. When the temporary drive is satisfactorily removed within the 12-month period the deposit will be returned.
- G. Violation of Time Restriction. Failure to remove temporary drive within the 12-month period without special written approval from the Commission will result in the removal by the Commission. The Commission may remove the driveway and retain the cost of removal and restoration from the Permittee's deposit and return only the unused portion to the permittee.

TABLE 1E

Design Features		Curbed Highway		Uncurbed Highway	
		Standard	Range	Standard	Range
Intersecting Angle	A	90°	70 to 110	90°	70 to 110
Driveway Width	B	12 ft	12 to 20 ft	12 ft	12 to 20 ft
Entering Radius	C	10 ft	10 to 15 ft	10 ft	10 to 15 ft
Exiting Radius	D	10 ft	10 to 15 ft	10 ft	10 to 15 ft
Curb Cut	E	32ft	32 to 40		

*The standard shall be used unless engineering judgment determines that another dimension within the range is more suitable for a particular site or special condition is approved by the department..*

TABLE 2E

Design Features		Curbed Highway		Uncurbed Highway	
		Standard	Range	Standard	Range
Intersecting Angle	A	90°	70 to 110	90°	70 to 110
Driveway Width	B	24 ft	24 to 30 ft	24 ft	24 to 30 ft
Entering Radius	C	15 ft	15 to 30 ft	15 ft	15 to 30 ft
Exiting Radius	D	15 ft	15 to 30 ft	15 ft	15 to 30 ft
Curb Cut	E	32ft	32 to 44		

*The standard shall be used unless engineering judgment determines that another dimension within the range is more suitable for a particular site or special condition is approved by the department..*



TABLE 3E

Design Features		Curbed Highway		Uncurbed Highway	
		Standard	Range	Standard	Range
Intersecting Angle	A			90°	70 to 110
Driveway Width	B			24 ft	24 to 30 ft
Entering Radius	C			20 ft	20 to 35 ft
Exiting Radius	D			20 ft	20 to 35 ft
Curb Cut	E				

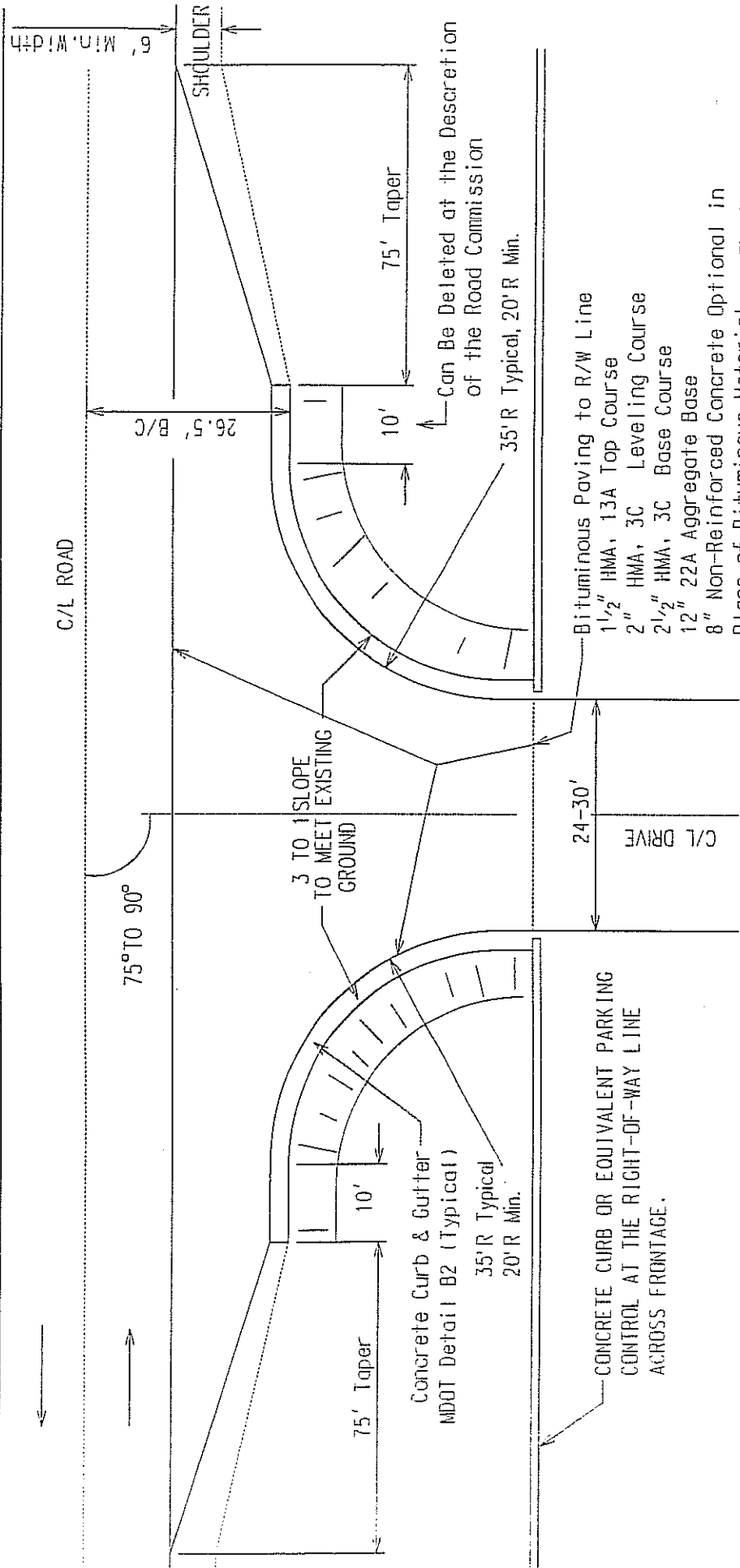
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# COMMERCIAL DRIVEWAY SPECIFICATION

FOR HIGHWAY WITHOUT CURBING & MEDIUM VOLUME USAGE (25 to 500 Vehicles per Day)

SHOULDER



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