



Gallia County
Access Management
Regulations

Gallia County Engineer

1167 State Rte 160

Gallipolis OH 45631

740-446-4009

Effective Date

12/10/2006

**Gallia County
Access Management Regulations**

ATTACHMENTS

A - Typical Driveway Design 8

B - Access Permit Application 9

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Gallia County Access Management Regulations

ACCESS MANAGEMENT FACTS AND FIGURES

- Poor access management can reduce highway capacity up to 20% of its design.
- Travel delays as much as 74% greater on highways without access management.
- Nearly 52% of all accidents are driveway related.
- There is a 50% decrease in accidents on access managed highways.
- Travel Speed increased an average of 42% on access managed highways.
- Access management actually creates shorter travel time, improves traffic flow, increases safety, and attracts proper area development.

100 TITLE

These regulations shall be known and may be referred to as the “Gallia County Access Management Regulations” and shall hereinafter be referred to as “regulations”

101 ADMINISTRATION

The county engineer has been designated to administer county access management regulations.

102 JURISDICTION

These regulations apply to only county and township roads in the unincorporated area of the county. The regulations **do not** apply to streets, roads, or highways within municipal corporations or to roads on the state highway system.

103 INTENT AND PURPOSE

The intent of this article is to provide and manage access to land development, while preserving the regional flow of traffic in terms of safety, capacity, and speed. Major thoroughfares, including highways and other arterials, serve as the primary network for moving people and goods. These transportation corridors also provide access to businesses and homes and have served as the focus for commercial and residential development. If access systems are not properly designed, these thoroughfares will be unable to accommodate the access needs of continued development while retaining their primary transportation function. These regulations balances the right of reasonable access to private property with the right of the citizens of Gallia County to safe and efficient travel, while significantly reducing the need to raise or divert additional tax dollars to cover road improvements.

104 APPLICATION

1. These regulations **do not apply** to platted “major subdivisions,” that are subject to plat approval under ORC Sections 711.05 or 711.10 but, **do apply** to “minor subdivisions” or “lot splits” subject to approval without a plat under ORC Section 711.131. The regulations also **do apply** to parcels that are not defined as a subdivision under ORC Section 711.001, which generally means parcels over five acres in area.
2. These regulations may regulate any construction, reconstruction, use or maintenance of any point of access from public or private property onto county or township roads. These regulations must, to the extent possible, be consistent with existing county subdivision and zoning regulations, and must be coordinated with existing township zoning regulations. The regulations may not apply to any access point that exists or on which construction has begun prior to the effective date of these regulations. Existing driveways that do not conform with these regulations shall be considered nonconforming driveways and shall be brought into conformance with these regulations under the following conditions:
 - a. When new access permits are requested,
 - b. When driveway upgrades are proposed,
 - c. When significant increases in trip generation are planned for the driveway,

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- d. If the use served by the nonconforming driveway discontinues for a consecutive period of two years, or,
- e. As major road improvements take place.
- f. When driveway is creating a hazardous condition to the traveling public as deemed by the County Engineer's Office, in which case it must corrected by the property owner.

All of the above is at the discretion of the Gallia County Engineer, any existing drives needing repair; relocation or replacement must meet the standards of these regulations.

105 ACCESS PERMIT

Access to county, and township roads where there is a proposed subdivision shall be granted only with "ACCESS PERMIT" (Attachment B), issued by the office of the Gallia County Engineer or Controlling Authority and may include temporary or interim permits. The application for permit may be made by the property owner, its contractor or its authorized agent. Applicants must adhere to the requirements of the Permit. Amendments or modifications to a permit are **not** allowed. Changes sought to a previously granted permit require the applicant to apply for a new permit that supersedes the original permit.

106 ACCESS PERMIT REVIEW PROCESS

The Gallia County Engineer's Office or Controlling Authority will review all permit applications as expediently as possible. Permit will be approved or disapproved within the 7 day approval period for "minor subdivisions" under ORC 711.131 (ORC 5552.10). Failure to grant or deny the permit within the stated time period constitutes the granting of the permit.

107 ACCESS PERMIT APPROVALS

The Engineer's Office or Controlling Authority shall either approve the permit as issued, or require design modifications as appropriate and necessary, or deny the access request, consistent with the standards and provisions contained within.

108 ACCESS STANDARDS AND REQUIREMENTS

- 1. Driveway profiles on uncurbed roads should slope down and away from the edge of pavement for a distance of four (4) feet. Should the desired slope be unobtainable, the driveway shall be constructed in a manner that eliminates any surface drainage from entering the highway.
- 2. Sight distances due to horizontal and vertical curves shall be a minimum of 200 feet. Driveways shall be constructed to eliminate "backing" onto the highway.
- 3. Spacing from other driveways or other public roads shall be a minimum of 200 feet.
- 4. Common use driveways shall be encouraged; the right-of-ways (ingress-egress easements) of said driveways shall be 50 feet in width. When serving two (2) residents only, the easements may be thirty (30) feet wide. In all cases these private easements must be assigned with maintenance and use agreements signed by all parties using the same.
- 5. Driveway pipe or culvert sizes and materials:
 - a. Pipe diameter sizes shall be determined by the controlling public road authority. In no case shall a driveway pipe be less than twelve (12) inches in diameter. Should an open grated trough be used the trough size shall be the minimum equivalent opening of a twelve (12) inch diameter culvert.
 - b. Driveway pipes shall be a minimum of thirty (30) feet in length.
 - c. The driveway surface shall be a minimum of twelve (12) feet in width, with a minimum of a 10 foot radius at the road edge.
 - d. Types of pipe material permitted shall be approved by the controlling road authority prior to installation; proper cover material and depth of material will vary with the type of pipe used.

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- e. As per the Ohio Revised Code, Sections 5515.02, 5543.15, and 5547.03, driveway pipe maintenance and/or replacement is the sole responsibility of the property owner. Should a pipe cease to function properly, the controlling authority has the right to correct the situation at the expense of the property owner.
 - f. The current policy of the Gallia County Engineer is to provide driveway installation for residential drives at no cost to the property owner. However, all materials for said installation (pipes, bands, and cover material such as dirt, gravel, concrete, asphalt, etc., shall be provided by the property owner.
 - g. Post construction grading of earth and seeding of bare areas in a timely manner shall be the responsibility of the property owner.
 - h. Driveway grades shall conform to Gallia County Subdivision Regulations.
6. All new driveways/access points must also adhere to the County **Typical Driveway Design Standard** (Appendix A).
7. Commercial, industrial, or subdivision drives/streets are subject to more stringent standards, and a consultation with the County Engineer is recommended prior to application for an access permit.

109 PERMIT FEES

Each driveway application shall be accompanied by a fee of **\$30.00** which will cover a preliminary site inspection and post construction inspection.

110 VIOLATIONS

Violation of the regulations will result in a fine of not more than \$500 for each offense, and each day of violation is considered a separate offense. (ORC 5552.07 and 5552.99.)

111 VARIANCES

- 1. Any person believing that the standards of these regulations would result in unnecessary hardship may file an application for a variance. The Planning Commission Board is the designated authority to hear appeals from any administrative official's order or other action in their enforcement; and to grant variances from these regulations.
- 2. The granting of the variation shall be in harmony with the purpose and intent of these regulations and shall not be considered until every feasible option for meeting access standards is explored.
- 3. Application for a Variance
 - a. Any owner or agent thereof, of property for which a variance is sought shall make an application for a variance by filing it with the County Engineer, who upon receipt of the variance application shall transmit it to the Gallia County Planning Commission Board.
 - b. Such application can be found in (Attachment C) of these regulations.
- 4. Applicants for a variance from these standards must provide proof of unique or special conditions that make strict application of the provisions impractical. This shall include proof that:
 - a. Indirect or restricted access cannot be obtained;
 - b. No engineering or construction solutions can be applied to mitigate the condition; and
 - c. No alternative access is available from a street with a lower functional classification than the primary roadway.
 - d. Under no circumstances shall a variance be granted, unless not granting the variance would deny all reasonable access, endanger public health, welfare or safety, or cause an exceptional and undue hardship on the applicant. No variance shall be granted where such hardship is self-created.
- 5. Notice for Public Hearing

Gallia County Access Management Regulations

- a. The Planning Commission Board shall schedule and hold a public hearing within forty-five (45) days after the receipt of an application for a variance. Prior to the hearing, a notice of such hearing shall be given in one (1) or more newspapers of general circulation in the community at least ten (10) days before the date of the hearing.
6. Procedure at Hearings
 - a. All testimony shall be given under oath.
 - b. Complete record of the proceedings shall be kept including all documents, except confidential deliberations of the Board.
 - c. The applicant shall proceed first to present evidence and testimony in support of the appeal or variance.
 - d. The opposition may present evidence or testimony to the appeal or variance.
 - e. All witnesses shall be subject to cross-examination by the adverse party or their counsel.
 - f. The Board shall prepare conclusions of fact supporting its decision. The decision may be announced at the conclusion of the hearing and thereafter issued in writing or the decision may be issued in writing within a reasonable time after the hearing.
7. Appeal to the Court
 - a. Those aggrieved by the decision of the Planning Commission Board may appeal such decision to the Gallia County Court of Common Pleas, as provided in Chapter 2506 of the Ohio Revised Code.

ATTACHMENT A

Gallia County Typical Design Standards

GENERAL DESIGN

All driveways shall be installed in accordance with these standard specifications and the standard drawings.

INTERSECTION ANGLE: New drives should intersect the highway at an angle from 70 to 90 degrees; 90 degrees is desirable.

PROFILE: Drive profiles on uncurbed roads shall slope down and away from the pavement edge for a minimum distance of four (4) feet. Beyond the four (4) foot minimum distance, the driveway slope should not exceed ten percent (10%). Drive profiles on curbed roadways shall generally slope up and away from the pavement edge to the sidewalk.

LOCATION ALONG PUBLIC ROADS

Sight Distance due to vertical or horizontal curves shall be no less than 200 feet.

Driveway spacing from other driveways or from public roads shall be a minimum 200 feet.

*May be greater for commercial or industrial driveways.

DRIVE WIDTHS AND RADII

The minimum residential drive width should be twelve (12) feet. Special drives, such as common access drives, field drives or multi-family drives, may be wider, but should not exceed twenty-four (24) feet. Field drives may be wider than 24' to prevent equipment from driving into traffic lanes when entering or exiting the drive.

Turnout radii should be a minimum of ten (10) feet for field and residential drives. All commercial or industrial drives must be designed to meet the specific requirements of the use.

DRIVEWAY MATERIALS (minimum)

Field Drive: 6" Crushed Aggregate Base

Residential Drive:

- 2" Asphalt Concrete over a 6" Crushed Aggregate base, or
- 8" Crushed Aggregate Base, or
- 6" Concrete (reinforcing recommended)

Commercial, Industrial, Multifamily Drives: Design shall be based on the specific requirements of the use.

Common Access Drives: (see Access Management Regulations)

CONCRETE AND CURBED DRIVES

Concrete drive approaches on uncurbed roads shall extend no closer to the pavement edge than four (4) feet. Driveway curbs shall extend no closer to the pavement edge than eight (8) feet. The area between the pavement edge and the concrete driveway approach shall be filled with 2" asphalt concrete over 6" crushed aggregate base.

Driveway curbs may extend to the curb if the road or street has a curb. Concrete drive approaches may extend to the curb if the road of street has a curb.

Gallia County Typical Design Standards

DRIVEWAY PIPES (Including roadside pipe when enclosing roadside ditches)

Size: Pipe diameter shall be determined by county personnel.

Minimum size shall be twelve (12) inches in diameter.

Material:

Reinforced Concrete Pipe (RCP) or
Smooth wall Polyethylene Pipe (CPP) (N12, Hi-Q or equivalent) or
Corrugated Metal Pipe (CMP)

Cover:

Pipe cover shall be a minimum of eight (8) inches or as otherwise approved by the County Engineer.

Inlets (on roadside pipe)

Install drop inlets at the following locations:

- High or upstream side of each drive
- Every 200 feet along roadside pipe.

INSTALLATION and MAINTENANCE

Pipe, driveway and all related materials (inlets, couplings, stone, asphalt, etc.) shall be purchased by the property owner.

REPLACEMENT OR REPAIR OF EXISTING DRIVEWAY PIPES AND ROADSIDE PIPES

The **replacement of repair** of all existing driveway pipes and roadside pipes **is the responsibility of the property owner.**

The property owner shall replace or repair existing driveway pipes or roadside pipes within 30 days after notification by the Gallia County Engineer. Work not completed within the 30 days will be completed by Gallia County and the cost will be assessed to the property owner.

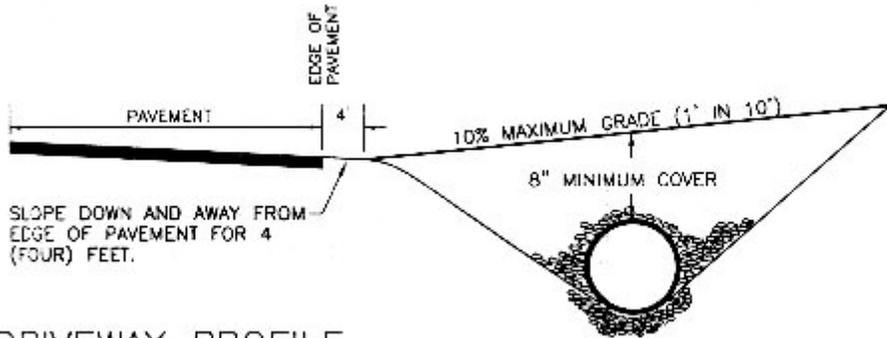
COMMON ACCESS DRIVE

Common access driveways may be required to meet these requirements. Access Management Regulations apply.

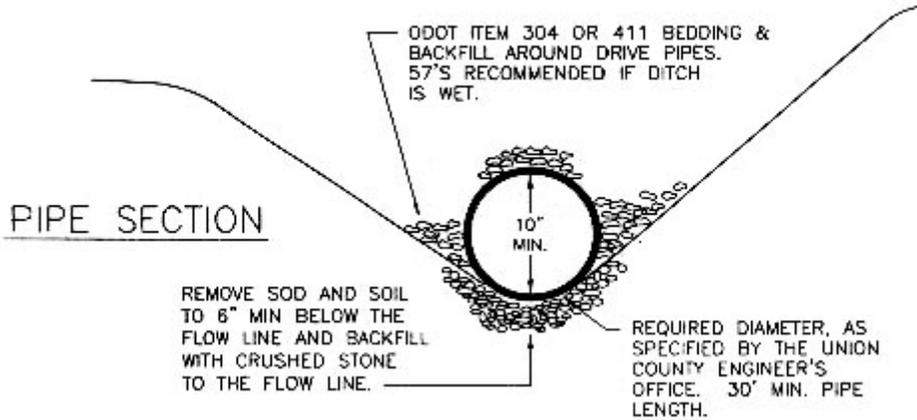
VARIANCES

County Engineer may grant variances to these requirements.

Gallia County Typical Design Standards

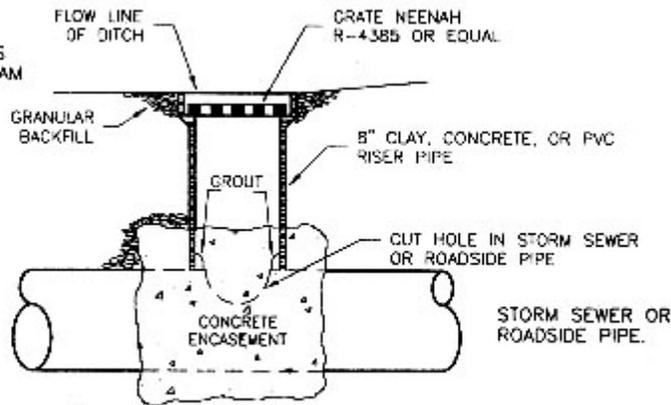


DRIVEWAY PROFILE



PIPE SECTION

NOTE:
DROP INLETS AT DRIVEWAYS SHALL BE ON THE UPSTREAM SIDE OF DRIVEWAY.

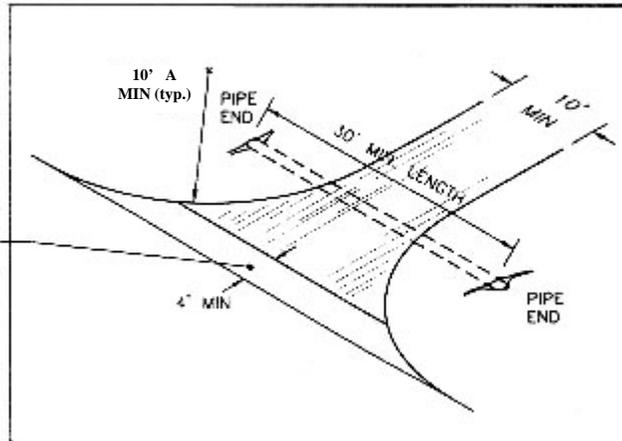


DROP INLET DETAIL

Gallia County Typical Design Standards

DRIVEWAY SCHEMATIC

CONCRETE DRIVEWAYS SHALL TERMINATE 4' MIN. FROM EDGE OF ROADWAY PAVEMENT (PLACE 2" ASPHALT OVER 6" CRUSHED STONE BETWEEN CONCRETE DRIVEWAY & EDGE OF PAVEMENT.)



Notes:

Maximum longitudinal grade on a driveway shall be 10% (10' in 100').

Driveway pipe (if required) shall be installed in accordance with these specifications.

Owner, builder, or developer is responsible for the cost and installation of the driveway and driveway pipe or roadside pipe in accordance with these specifications and details.

Property owner is responsible for keeping driveway and driveway pipe or roadside pipe in repair and in working condition.

Property owner is responsible for replacement when needed.

Acceptable pipe:

- Riveted or welded corrugated metal.
- Reinforced concrete pipe.
- Plastic pipe (ADS N-12 or HANCOR Hi-Q only). (Smooth inside and corrugated outside.)

ATTACHMENT B

GALLIA COUNTY ENGINEER

Glenn A. Smith, PE, PS

1167 State Rte 160

Gallipolis OH 45631

740-446-4009

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Attachment B - Application for Access Permit

Applicant Information

Applicant(s) Name:
Mailing Address:
City: Phone:
Zip: Fax:

Site Information

Township: Section
N S E W (Circle One) side of county road:
Miles feet N S E W (Circle One) of (Nearest Intersection or public road)

House Number: Between House Numbers &
House # across road:
Length of property frontage: feet Parcel Number: - - - - -

Type of Permit (Check All That Apply)

New Driveway Existing Driveway Reconstruction Renewal Permit #
Residential (Single Family Private) Field Commercial
Common Access Drive Industrial Other:

Call OUPS 48 hours before you dig 1-800-362-2764

Contractor

Company Name:
Address:
City: Phone:
State: Zip: Fax:
Contact: Cell:

Applicant's Certification

I, the undersigned, understand that the Gallia County Engineer assumes no responsibility or liability for the work done under a permit and that all work shall be done at no cost to the County by a reputable contractor to perform such work. All work shall be done as applicable, in accordance with the State of Ohio Department of Transportation Construction and Materials Specifications, the Ohio Manual of Uniform Traffic Control Devices, and any supplemental and special provisions deemed necessary or as stated on the permit as special provisions or conditions. The County Engineer reserves the right to order the removal, reconstruction, relocation or repair of any work performed under a permit in the event of future work or for the benefit of requirements at the owner's expense, reference Chapter 5543.16 of the Ohio Revised Code which states in part, "The owner of land shall construct and keep in repair all approaches or driveways from the public roads, under the direction of the County Engineer". The County Engineer or his representative may revoke or annul any permit or halt work at any time for noncompliance or nonperformance of the conditions set forth in the application, specifications, standard details and permit. The County Engineer reserves the right to appoint an inspector to oversee the work. It is agreed that the maintenance and repair of the above installation shall be the responsibility of the property owner and shall be maintained so that the drainage of the road shall not be impaired. I hereby agree to all terms, conditions and restrictions so far as they apply to work to be done under the permit as issued and general provisions listed above. I hereby certify that the above information is true and accurate.

Applicant's Signature Date

Preferred Drive location must be staked and address displayed prior to a permit being issued.
Location of driveway is subject to the requirements and approval of the Gallia County Engineer.
Please allow 7 working days to process this application. Driveway construction cannot begin until a permit is granted.
Permit expires 6 months from approval date.
Make check payable to Gallia County Engineer.

Fee: \$30.00

GALLIA COUNTY ENGINEER

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This page to be filled out by Department Staff Only

ACCESS PERMIT

PERMIT #

Pre Construction Inspection

Requirements to be met:

Township: _____ Section: _____ Quarter: _____

Drive Culvert: Required Not Required

Diameter of Pipe: Inch _____ Length of Pipe: _____ feet

Type of Pipe: _____

Legal Speed Limit: _____ mph

Corresponding Recommended Sight Distance: _____ feet

Approx. Actual Sight Distance: _____ feet for IN bound traffic
_____ feet for OUT bound traffic

Direction of Flow in Existing Ditch: N S E W

Depth of Existing Ditch: _____ feet Ditch needs to be cleaned: Yes No

Non Curb and Gutter Curb and Gutter Length of Curb Cut: _____

Road is: Straight Curved Level Hilly

Distance from Edge of Pavement to Centerline of Drive Culvert: _____ ft

Distance from Edge of Pavement to Right of Way Line: _____ ft

Additional Requirements: _____

Inspector _____

Date of Pre Construction Inspection _____



Post Construction Inspection

Date of Final Inspection: _____ APPROVED NOT APPROVED

Comments: _____

Inspector _____

Date of Acceptance _____

Contact Gallia County Engineer's Office 48 hours prior to beginning drive construction to schedule inspection at (740) 446-4009

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Instructions for APPLICATION and INSTALLATION of DRIVEWAYS

1. Applicant shall place a stake at the centerline of the proposed driveway, approximately 10' off of the edge of the pavement, prior to site inspection.
2. This office will inspect the site and determine the size of the culvert needed, if any. This permit will then be mailed to the address and person listed on the front of this permit. If a pipe is required, the pipe will be installed per the requirements of this office. This office will also provide advice on the installation.
3. It shall then be the responsibility of the property owner or his agent to install the pipe at the grade and location as established by this permit and this office. If the County Engineer anticipates a setback of the existing ditch line, it shall be the responsibility of the applicant to grade from the existing side ditch to the new culvert.
4. If a concrete drive is to be installed on a county road, the concrete shall be lower than county road pavement to insure proper drainage. If your driveway is on a township road, you need to contact your township trustees for their requirements.
5. Mail box supports shall not be larger than 4" x 4" timber or 2½" standard wall steel pipe. Other supports having a cross section of equal or less breakaway characteristics may be used with permission of the County Engineer.
6. Prior to commencement of any work (including, but not limited to, driveway construction), the applicant and/or property owner shall contact the **Gallia County Floodplain Office** to determine if a FEMA Flood Plain Permit is required. (446-4612) there is no cost for this permit.
7. When the driveway is completed, you must call the County Engineer's Office for final inspection.

ATTACHMENT C

