

IONIA COUNTY ROAD COMMISSION COMMERCIAL DRIVEWAY PERMIT SPECIFICATIONS

SPECIFICATIONS

All work performed under this permit must be done in accordance with the plan specifications, maps, local ordinances, and statements filed with the Commission, including any amendments made by Ionia County Road Commission, and comply with the Commission's current requirements and specifications on file as well as Michigan Department of Transportation Standard Specifications. Applicant will be responsible for completion of all items of construction set forth in the construction permit prior to the expiration date on the permit. Once completed, the applicant will be responsible for notifying the Ionia County Road Commission so that a compliance inspection can be scheduled.

1. Permit must be approved before work commences. Permits must be on site during construction.

2. Safety

Permit holder under this permit shall be required to work in a safe manner, furnish, install, and maintain all necessary traffic controls and protection during construction in the highway right of way in accordance with the Michigan Manual of Uniform Traffic Control Devices and to keep the area affected by this permit in a safe condition (any damages or debris drug into the shoulder or roadway must be repaired or removed promptly by applicant) until work is completed, as deemed necessary by the Ionia County Road Commission.

3. Ionia County Road Commission reserves the right to halt any and all activities in the case of a permit violation, revocation or failure to obtain an appropriate permit.

4. Revocation or Violation of Permit

The permit will be suspended or revoked for failure to comply with permit, local or safety requirements, and the permit holder shall surrender and alter, relocate or remove its facilities at its expense, following the request of the Commission. The Commission may remove permit holder's or their contractor's facilities without notice at the permit holder's expense.

5. Notification of Intent to Start

Permit holder must notify the Commission at least forty-eight (48) hours, but not to exceed seventy-two (72) hours, (excluding weekends and holidays), before starting work within the right-of-way. The Commission must be notified 24 hours in advance before pouring concrete curb and gutter, to check curbing forms.

6. Restoration and Repair-of Road

Permit holder agrees to, in a timely manner (as determined by the Ionia County Road Commission) restore the road and right-of-way to condition equal to, or better than its condition before the work was begun, and to repair any damage to the road right-of-way which is the result of the facility whenever it occurs or appears.

7. Limitation of Permit

This permit does not relieve permit holder from meeting other applicable laws and regulations of other agencies. Permit Holder is responsible for obtaining additional permits or releases which may be required in connection with this work from other government agencies, public utilities, corporations and individuals, including property owners. Permission may be required from the adjoining property owners.

8. Time Period

The period applied for and granted in this application and permit covers activity within the right-of-way. Failure of the permit holder to finish work within one (1) year from date of issuance shall cancel this permit. Renewal may be obtained for an additional year upon payment of the permit fee. Failure to do so will result in the forfeiture of the performance guarantee accompanying the permit. The obligation to operate, use, and/or maintain the facility to the satisfaction of the Commission remains in force as long as the facility exists and is within an area under the jurisdiction of the Commission.

9. Time Restrictions

All work shall be performed Mondays through Fridays (excluding holidays), between 8:00 A.M. and 5:00 P.M. unless written approval is obtained from the Ionia County Road Commission, and all work shall be performed only during the period set forth in this permit.

10. Miss Dig

Permit holder must comply with the requirements of Act 53 of Public Acts of 1974, as amended. Call Miss Dig at (800) 482-7171 at least three (3) full working days, but not more than twenty-one (21) calendar days, before you start work.

11. Performance Guarantee

A performance guarantee shall be required for a permit which is issued for construction or reconstruction of a Medium or High Volume Commercial Driveway to protect the Ionia County Road Commission against the cost of completing construction or correcting deficiencies. A reasonable amount of coverage shall be determined by the Ionia County Road Commission. A performance guarantee will not be required from a governmental agency. Acceptable types of performance guarantee may be a certified check or money order payable to the Ionia County Road Commission.

12. Insurance

Permit Holder of a Medium or High Volume Commercial Driveway shall furnish proof of liability and property damage insurance in the amount stated on this permit naming the Commission as an Insured. Such insurance shall cover a period of not less than the term of this permit and shall provide that it cannot be canceled without being released by the Ionia County Road Commission.

13. Indemnification-Permit holder shall hold harmless and indemnify and keep indemnified the Commission, its officers and employees from all claims, suits and judgements to which the Commission, its officers, or employees may be subject and for all cost and actual attorneys' fees which may be incurred on account of injury to persons or damage to property, including property of the Commission, whether due to the negligence of the Permit Holder or the joint negligence of the Permit Holder and the Commission, arising out of the work under this permit, or resulting from failure to comply with the terms of this permit, or arising out of the continued existence of the work product which is the subject of this permit.

14. Future Changes in the use of property; such as change from residential to commercial use, or a change in the type of commercial operation, may require changes in the number, design or location of driveways constructed after the effective date of these rules. The property owner shall obtain a new permit from the Ionia County Road Commission.

15. This permit is subject to supplemental specifications on file with the Road Commission and Act 200 of Public Acts of 1969.

Definition

Any driveway providing access to land which is used for industrial, institutional or commercial purposes shall be deemed to be a commercial driveway. Determination by the Ionia County Road Commission, as whether or not a specific use shall be designated commercial, shall be final and binding.

Low Volume: 10 or less cars per hour.

Medium Volume: 11 to 30 cars per hour

High Volume: 31 or more cars per hour or heavy truck use.

Design Features depending on class.

1. All applications for commercial driveway permits must be accompanied by two (2) copies of the site plan. The Ionia County Road Commission shall require site elevations in cases where such information is necessary to make prudent decisions concerning the integrity of the right-of-way.
2. A temporary commercial drive shall be required by the Ionia County Road Commission on medium and high volume commercial drives that intersect with a hard surface road unless all work on commercial drive is completed prior to site development. If required, it shall have a filter fabric and a minimum depth of 6 inch coarse aggregate; permitted width 50 feet long.
3. No portion of the driveway entrance within the horizontal right-of-way, of a minimum of ten (10) feet from the edge of the road shall have a grade greater than 1 vertical foot in 20 feet horizontal.
4. All drives shall enter perpendicular to the existing roadway, with the entering and exiting radii clearly defined.
5. All portions of a commercial driveway approach, including the radii, but excluding deceleration lanes and tapers, shall be located entirely within the applicant's property lines extended at right angles to the center of the road.
6. The applicant shall provide an acceleration/deceleration lane with taper and/or passing lane if the Ionia County Road Commission determines that such lanes are required to minimize congestion or hazard on the roadway by vehicles entering the applicant's driveway. Factors associated with this determination may include volume, speed, vehicle type, and roadway alignment.
7. Typical driveway design, include geometries, are attached. The applicant shall follow these standards unless approval is given by the Ionia County Road Commission. Design dimensions as shown may be increased by the Ionia County Road Commission depending on roadway or site characteristics, such as volume, speed, and vehicle type.
8. The Ionia County Road Commission may require that concrete curb and gutter be installed.
9. Ionia County Road Commission reserves the right to reject any location.
10. The center of two commercial drives on one property shall be a minimum of 250 feet apart.
11. The center of a commercial drive approach located directly opposite of an existing commercial driveway approach, is recommended. If offset, the center of the new drive approach shall be located at least 250 feet from the center of the existing drive.
12. The center of a commercial drive shall be located at least 250 feet from the nearest rail of any Railroad highway grade crossing.
13. If the commercial property is less than 250 feet from an intersecting roadway, the Ionia County Road Commission will determine the size and location of drive.
14. Commercial drives shall be either a two-way approach or a one-way approach with separate entering and exiting drives. Two-way approaches may be divided or undivided. No islands will be allowed to be constructed in the right-of-way.

Number of driveways

1. There shall be one approach for each commercial property with less than 350 feet abutting the roadway. However, if the property length abutting the roadway is over 350 feet, two or more approaches may be required at the Ionia County Road Commission's discretion.
2. The Ionia County Road Commission may require special pavement design based, but not limited to, poor soil, industrial/heavy truck use, or all-weather route.

Drainage Requirements

1. Drainage calculations that indicate no additional storm water runoff shall enter the right-of-way from the development must be included on the site plan. Existing roadway drainage shall be maintained.
2. Temporary and permanent soil erosion control measures shall be indicated on the plan and maintained for the entire length and duration of the permit.
3. Detention/Retention basin storage and discharge orifice size, and proposed ditch grades when needed; shall be included in the site plan. Design of detention basins shall be based on 50 year frequency storm design.
4. Culvert-Length of culvert will be determined as the width of the approach over the culvert plus the slopes from each side of the approach to the ditch bottom. Minimum fore slope is 1 on 3. The Ionia County Road Commission reserves the right to require longer culverts and flatter fore slopes; depending on site-specific conditions. All culverts must be corrugated steel pipe of the proper gauge corresponding to its diameter. The use of sloped culvert end sections is recommended.
5. Exiting drainage shall be maintained. Any improvements required to existing roadway drainage facilities to accommodate point discharge or maintain positive drainage shall be responsibility of the applicant.
6. Head-walls shall not be permitted within the road right-of-way.

Driveway Surfaces

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 roadway which it joins. The Ionia County Road Commission shall determine whether a material is equal to or better than the existing surface at the road edge.

Clear Vision-To provide for adequate vision, all obstructions must be removed within the clear vision area. Sight distance looking each way from the driveway centerline, shall be measured from a eye height of 3.5 feet to an object and 4.25 feet above the roadway centerline. The eye height at the driveway should be positioned 20 feet from the edge of the traveled roadway. See chart for speed and sight distance.

Sight Distance Chart	
25 MPH-250 FEET	45 MPH-450 FEET
30 MPH-290 FEET	50 MPH-490 FEET
35 MPH-350 FEET	55 MPH-550 FEET
40 MPH-390 FEET	

TWO-WAY COMMERCIAL DRIVE						
	Low Volume 10 or Less Cars Per Hour		Medium Volume 11 to 30 Cars Per Hour		High Volume 31 or More Cars Per Hour Or Heavy Truck Use	
Design Features	Standard	Range	Standard	Range	Standard	Range
Intersecting Angle	90 Degrees	80 to 100 Degrees	90 Degrees	80 to 100 Degrees	90 Degrees	80 to 100 Degrees
Driveway Width	30 feet	30 to 60 feet	30 feet	30 to 60 feet	30 feet	30 to 60 feet
Entering Radius	20 feet	15 to 30	20 feet	15 to 30	20 feet	15 to 30
Exiting Radius						
Curb and Gutter	Not Applicable		MDOT Type B		MDOT Type B	
Decel/Excel Lane length	As determined by Ionia County Road Commission					
Decel Lane Width	Not Applicable	Not Applicable	Site Dependent	Site Dependent	12 feet	10 to 15 feet
Entering Taper	Not Applicable	Not Applicable	Site * Dependent	Site * Dependent	150 feet	50 to 150 feet
Exiting Taper	Not Applicable	Not Applicable	Site Dependent	Site Dependent	75 feet	50 to 100 feet
Cash Deposit Letter of Credit	No		Yes		Yes	
* If a right decel lane is used, the Entering Taper standard shall be 50 feet Without a right turn lane, the Entering Taper standard shall be 150 feet.						
Passing Lane	As determined by Ionia County Road Commission					

Effective 3/1/01