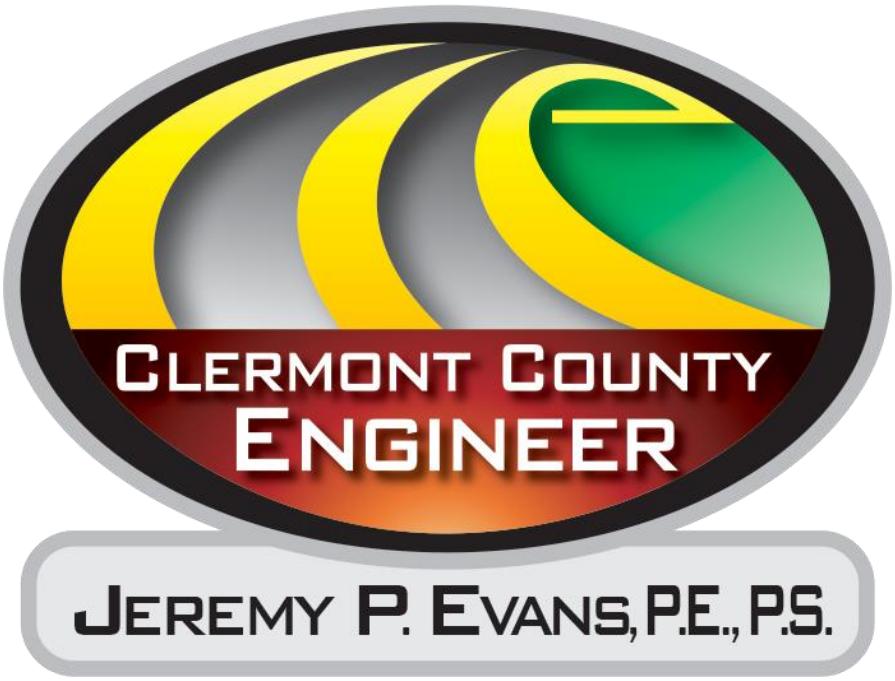
CLERMONT COUNTY ACCESS MANAGEMENT REGULATIONS



Effective October 16, 2010

TABLE OF CONTENTS

ADMINISTRATION

AUTHORITY

The Ohio Revised Code, Chapter 5552, enables the Board of County Commissioners to adopt Access Management Regulations for the purpose of promoting safe and efficient travel on all County and Township roadways in Clermont County.

PURPOSE

These regulations are designed to protect the health, safety, and welfare of the traveling public. The goals of these regulations are as follows:

Improve public safety by reducing the number of conflict points and therefore potentially reducing the number of accidents.

Maintain or improve upon the level of service of our public roadways as additional properties develop in the area.

Control the number of access points on higher order roadways to help to improve the driving experience through increased travel efficiency and decreased delay. This will also help to ensure safe access to and from properties located on these roadways.

Proper management of access points to reduce congestion and minimize the need for public revenues used to mitigate poor travel conditions in the future.

ADMINISTRATION

These regulations shall be implemented and administered by the Clermont County Engineer. These regulations will be applied to all applicable projects through the typical project review process. Contact the Clermont County Building Department for information regarding the residential or commercial review process or the Clermont County Planning Department for information regarding commercial or subdivision review.

JURISDICTION

These regulations shall be applicable to all access connections designed or intended for motor vehicle use on county or township roads when such accesses are constructed on or after the effective date of these regulations. These regulations do not apply to state, federal or municipal roadways, nor do they apply to subdivisions subject to plat approval under section 711.05 or 711.10 of the Ohio Revised Code.

APPEALS PROCESS

In cases where the applicant and the County Engineer cannot resolve an issue, the applicant has the right to have their case reviewed before the Board of Clermont County Commissioners who will serve as the Access Management Appellate Board. This board may grant variances that are not contrary to the public interest from the terms of the regulations where a literal enforcement of the regulations will result in unnecessary hardship, and so that the spirit of the regulations will be observed and substantial justice served.

Section 100 - General Access Connection and Driveway Design

A. Driveways and or service drives shall be located on the lowest order of public roadway on which the lot has frontage or at a shared access point unless the Clermont County Engineer determines the public safety would be better served by allowing access on a higher order public roadway. For major residential subdivisions with private roadways and/or private driveways the locations will be determined during the Clermont County Engineer and the Clermont County Planning Department review process.

B. Driveway access shall align with an existing opposing driveway or roadway wherever possible.

C. Driveway design shall conform to the Clermont County Subdivision Street Design and Construction Standards.

D. All access points along a public roadway must satisfy the sight distance requirements per the ODOT Location & Design Manual, Volume One. All access spacing must also satisfy the requirements of Tables 1 and 2 contained herein.

E. The length of driveways or "Throat Length" (see **Figure 1**) shall be designed in accordance with the anticipated storage length for entering and exiting vehicles to prevent vehicles from backing up into the flow of traffic on the public highway or causing unsafe conflicts with onsite circulation.

F. Driveway approaches must be designed and located to provide an exiting vehicle with an unobstructed view. Except as provided by Section 100 G, construction of full access driveways along acceleration/deceleration lanes and tapers is prohibited due to potential for vehicular weaving conflicts and obstructing the public roadway (see **Figure 2**).

G. Access locations will be analyzed concurrent with all existing site plan or zoning review processes. In all cases, the County Engineer may determine that in the interest of public safety, more restrictive standards than those contained herein will be required for a particular development such as instances where the spacing indicated in Tables 1 or 2 would not be sufficient to maintain adequate levels of service on the roadway or would create accident risks above and beyond those normally expected due to the nature of the intersection turning movements, sight distance, or other similar circumstances. Any requirement for more restrictive standards will be supported by a traffic impact study provided by the developer or by the County Engineer when not required per Section 300 of these regulations. Any such increase in the standards contained herein is subject to the appeals process.

   These regulations and the proceedings herein shall be liberally construed in order to promote its purpose under section 5552.02(B) of the Ohio Revised Code. When the

County Engineer finds that the proposed design is a reasonable interpretation of the provisions on these regulations, it shall be approved.

Section 200 - Joint and Cross Access Drives

A. A system of joint use service drives and cross access easements as illustrated in **Figure 3** should be established wherever feasible along arterials and collectors or in cases where minimum driveway spacing cannot be met.

B. When joint and cross access service drives are to be established the site shall incorporate all of the following:

1) A continuous service drive or cross access corridor extending the entire length of each parcel.

2) Service drives shall be designed and constructed with a minimum width of 20 feet to accommodate a two-way travel aisle and designed to accommodate automobiles, service vehicles and loading vehicles.

3) Stub streets and other design features to make it visually obvious that the abutting properties may be tied in to provide cross-access via a service drive.

4) A unified access and circulation system plan that includes coordinated and or shared parking spaces is encouraged wherever possible.

C. Pursuant to this section, property owners shall:

1) Record easements to provide for cross access to and from their properties and for other properties served by joint use drives, cross access drives and or service drives. Easement rights shall be granted to adjoining properties relative to the overall access plan for that area (could be several parcels).

2) Record a declaration relinquishing their remaining access rights along the public highway and assign such access rights to the Clermont County Commissioners. Upon completion of the new access facilities, the pre-existing driveways will be closed and removed by the applicant, at the applicant's sole expense, after all of the access control features are constructed and have been approved by the Clermont County Engineer.

3) Record a joint maintenance agreement defining maintenance responsibilities of the property owners.

4) Construct common joint use drives, cross access drives and or service drives prior to the issuance of temporary or permanent Certificate of Occupancy.

5) Construct temporary access driveways, when permitted, prior to the issuance of temporary or permanent Certificate of Occupancy. When permanent access becomes available, temporary access shall be revoked and the temporary driveways shall be removed at the owner's expense.

6) Construct temporary driveways, when permitted, as directed by the Clermont County Engineer.

TABLE 1 - SINGLE FAMILY RESIDENTIAL

Roadway Classification	Minimum Roadway Spacing (Unsignalized)	Minimum Roadway Spacing (Signalized)	Minimum Driveway Spacing	Minimum Intersection to Driveway Spacing
Local	250'	N/A	200'	200'
Minor Collector	600	800	200'	200'
Major Collector/ Distributor	750	1500	200'	200'
Minor Arterial	ODOT	ODOT	ODOT	ODOT
Principal Arterial	ODOT	ODOT	ODOT	ODOT

See the Clermont County Thoroughfare Plan for a list of roadway functional classification.

Driveway spacing distances are to be measured from centerline to centerline. All other distances are to be measured from edge of pavement to edge of pavement.

Urban Collectors shall follow the Major Collector criteria in the above table.

Single family residential (minor subdivisions) may have less than 200’ minimum spacing but is subject to sight distance requirements.

TABLE 2 - ALL USES

(Except Single Family Residential)

Roadway Classification	Minimum Roadway Spacing (Unsignalized)	Minimum Roadway Spacing (Signalized)	Minimum Driveway Spacing	Minimum Intersection to Driveway Spacing	Right In/ Right Out
Local	250'	N/A	Low 200'	Low 200'	N/A
			Med 200'	Med 200'	
			High 200'	High 200'	
Minor Collector	600	1000	Low 200'	Low 200'	Low 250'
			Med 300'	Med 300'	Med 300'
			High 600'	High 600'	A
Major Collector/ Distributor	800	1500	Low 250'	Low 250'	Low 300'
			Med 350'	Med 350'	Med 350'
			High 800'	High 800'	A
Minor Arterial	ODOT	ODOT	ODOT	ODOT	ODOT
Principal Arterial	ODOT	ODOT	ODOT	ODOT	ODOT

Low < 50 Peak Hr Trip Ends
Medium 50 > 200 Peak Hr Trip Ends
High > 200 Peak Hr Trip Ends

Note A To be determined through evaluation of TIS

See the Clermont County Thoroughfare Plan for a list of roadway functional classification. Driveway spacing distances are to be measured from centerline to centerline. All other distances are to be measured from edge of pavement to edge of pavement. Urban Collectors shall follow the Major Collector criteria in the above table.

SECTION 300 - TRAFFIC IMPACT STUDY REQUIREMENTS

301 - PURPOSE

A Traffic Impact Study (TIS) is a document that analyzes the impact of a specific development to the area roadway system, identifies any improvements necessary to maintain a satisfactory level of service, and address any safety concerns. The TIS will also help to determine the appropriate location, spacing, and design of the access system for the proposed development to ensure compliance with County Access Management Regulations as well as evaluate the internal circulation and connectivity systems of the proposed development to provide safe and efficient internal traffic flow and access to/from the adjacent and nearby roadway system.

302 - REQUIREMENTS

A TIS will be required when any of the below conditions are met:

1. A proposed development generating 100 or more trip ends (entering plus exiting traffic) in the highest peak hour.

2. A redevelopment of an existing parcel whereas the new use will generate an increase in trip ends exceeding 100 in the highest peak hour.

3. At the discretion of the County Engineer (i.e. uses generating less than 100 trips in the peak hour but whose generated volumes would still have a detrimental impact to adjacent roadway levels of service, according to preliminary engineering review).

These trip ends shall be calculated using the latest edition of Trip Generation as published by the Institute of Transportation Engineers.

303 - CONTENT

Prior to commencing the preparation of a Traffic Impact Study, the preparer shall contact appropriate County staff to outline the scope of the study. In the case of a significant development, The County Engineer may require the preparer to submit a Memorandum of Understanding (MOU) which details the assumptions and methodologies agreed upon regarding the scope of the study. The MOU will be approved by County staff within one week of receipt, assuming that all items are properly addressed.

Unless otherwise agreed upon, the TIS shall consist of the following:

Title Page

- Development name and location
- Name of applicant
- Name and contact information of preparer
- Date

Introduction

- Purpose and study objectives
- Description of proposed development
- Summary of revisions (in the case of revised reports)

Summary of Area Conditions

- Study area boundaries
- Study area land uses
- Description of existing roadway network (lane usages, lane widths, traffic control devices, speed limits, etc.)
- Location of proposed site access (reference exhibit)
- Evaluation of sight distance from proposed access
- Existing traffic volumes
- Accident experience (when requested)

Traffic Volume Projections

- Summary of trip generation calculations referencing the most recent edition of the ITE Trip Generation Manual.
- For phased developments expected to take longer than 5 years, include trip generation calculations for each phase and for full build-out.
- Pass-by trip adjustments
- Background traffic adjustments based upon growth rate supplied by the County Engineer.

  County Engineer may require the developer to provide counts from a similar development in the absence of available information from the ITE Trip Generation Manual. Any data other than that derived from the ITE Trip Generation Manual must be approved by the County Engineer prior to its use in any TIS.

Analysis – Compare existing conditions to full build (or phases when applicable) and full build year + 20 years. Analyze both AM and PM Peak hours (additional hours may be requested by the County Engineer in some cases). Any tables, graphs, charts, etc. used in this analysis must be contained within the report or the appendices.

- Level of Service, Capacity Analysis – According to most recent edition of the FHWA Highway Capacity Manual
- Turn Lane Analysis – Per the ODOT State Highway Access Management Manual
    - Turn lane lengths calculated per the ODOT Location and Design Manual, Volume One
- Traffic Signal Warrant Analysis (when applicable) – Per MUTCD

Conclusions and Recommendations

- Proposed LOS Mitigation
- Proposed safety improvements

Appendices

- Site Plan – clearly indicating proposed access and internal circulation
- Traffic Volume Data
- Computer Analysis Summaries

304 - GENERAL PROVISIONS

Traffic Impact Studies shall be prepared under the supervision of a registered professional engineer in Ohio with training and experience in traffic engineering (operations and safety analysis experience).

Generally accepted principles of traffic engineering, roadway design, transportation planning, and site design as outlined in the ODOT L&D Manual, ODOT Traffic Engineering Manual, AASHTO – A Policy of Geometric Design of Highways and Streets (Green Book), ITE Trip Generation Manual, ODOT State Highway Access Management Manual, and the Transportation Research Board Access Management Manual shall be used in preparation of the TIS. Any deviation from those principles will require documentation.

DEFINITIONS

AASHTO – American Association of State Highway and Transportation Officials, Policy on Geometric Design of Highways and Streets.

CORNER CLEARANCE – The distance from an intersection of a public or private road to the nearest access connection measured from the closest edge of pavement of the intersecting road or drive to the closest edge of pavement to the proposed connection.

DRIVEWAY – A vehicular travel way, other than a street or alley, used to provide access from a roadway to one or more lots of record.

DRIVEWAY PERMIT – Grants permission to construct a driveway facility at an approved access point and requires that such driveway shall be constructed according to the provisions of that permit.

EASEMENT – Authorization by a property owner for the use by another, and for a specified purpose, of any designated part of his/her property.

FULL ACCESS DRIVE – An entrance/exit allowing complete use of all possible turning movements.

FUNCTIONAL CLASSIFICATION – Method of establishing a hierarchy of roadways based upon the type of service they provide. Reference the Clermont County Thoroughfare Plan for roadway functional classification information.

JOINT AND CROSS ACCESS DRIVES – Easement(s) containing a system of driveways and/or service lanes to access properties and facilities as opposed to using direct access driveways to the public road.

LIMITED ACCESS DRIVE – An entrance/exit where one or more possible turning movements are prohibited.

LOS – LEVEL OF SERVICE – A qualitative assessment of the operational characteristics of a roadway or intersection. This measurement reflects the relative ease of traffic flow on a scale of A to F. LOS – A represents free flow while LOS – F represents congested conditions.

MAY – A statement of practice that is a permissive condition and carries no requirement or recommendation.

REDEVELOPMENT – Installation, construction, or reconstruction improvements made to an existing site (erection of buildings, facilities, structures, etc), which require review and approval by a local governing authority.

SHALL – A statement of required, mandatory, or specifically prohibited action.

SHOULD – A statement of recommended, but not mandatory, practice in typical situations, with deviations allowed if engineering judgment or engineering study indicates the deviation to be appropriate.

SIGHT DISTANCE – Length of visible roadway allowing a driver opportunity to make safe decisions. See the Ohio Department of Transportation Location and Design Manual, Volume One for more information.

THROAT LENGTH – Distance measured from the edge of pavement of the public road to the first point of access of a driveway or service drive. See Figure 1.

TIS – Traffic Impact Study – Compares the existing conditions of a roadway or network to the anticipated conditions after a particular development is built and recommends mitigation measures required to offset any disparity.

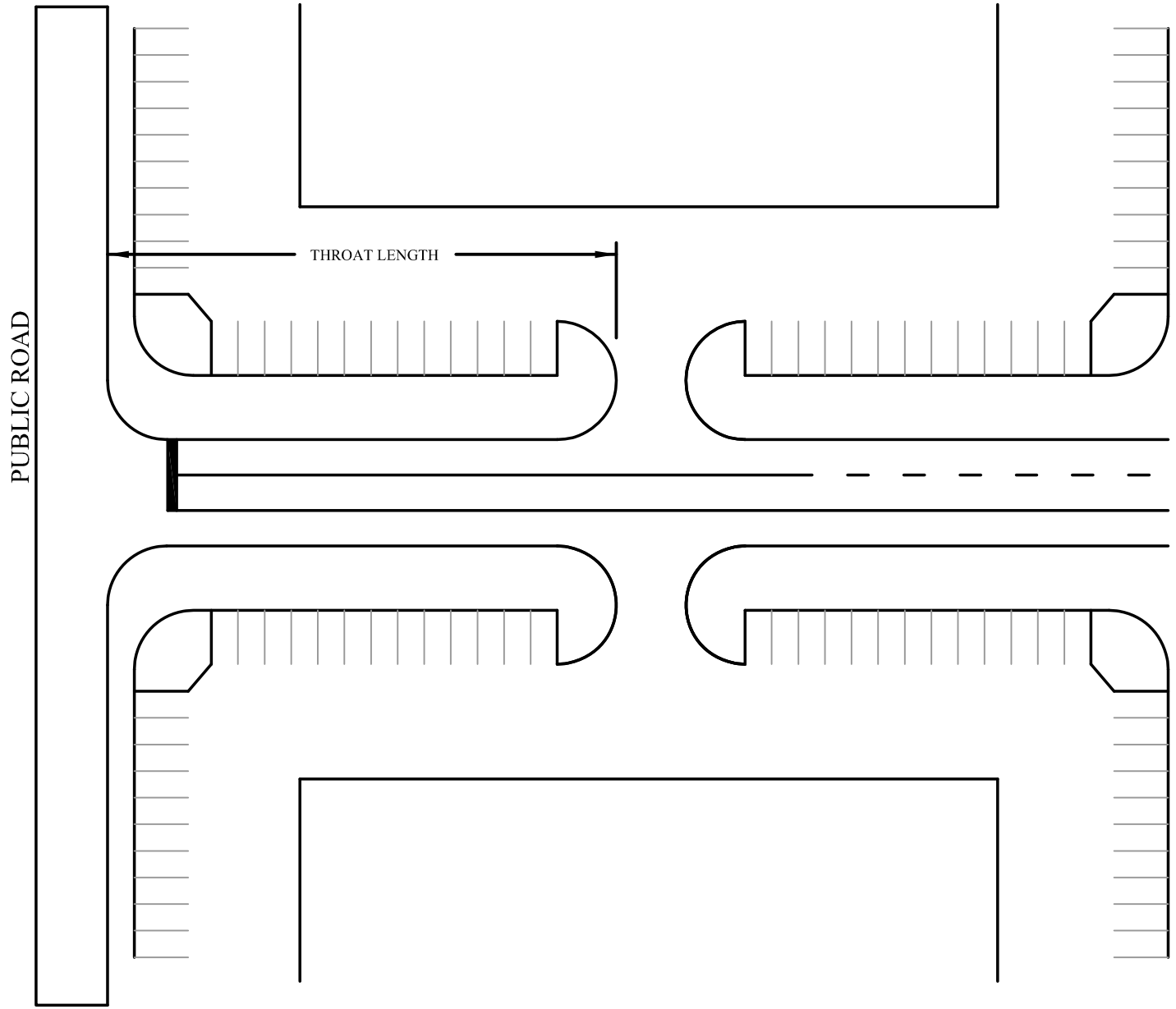
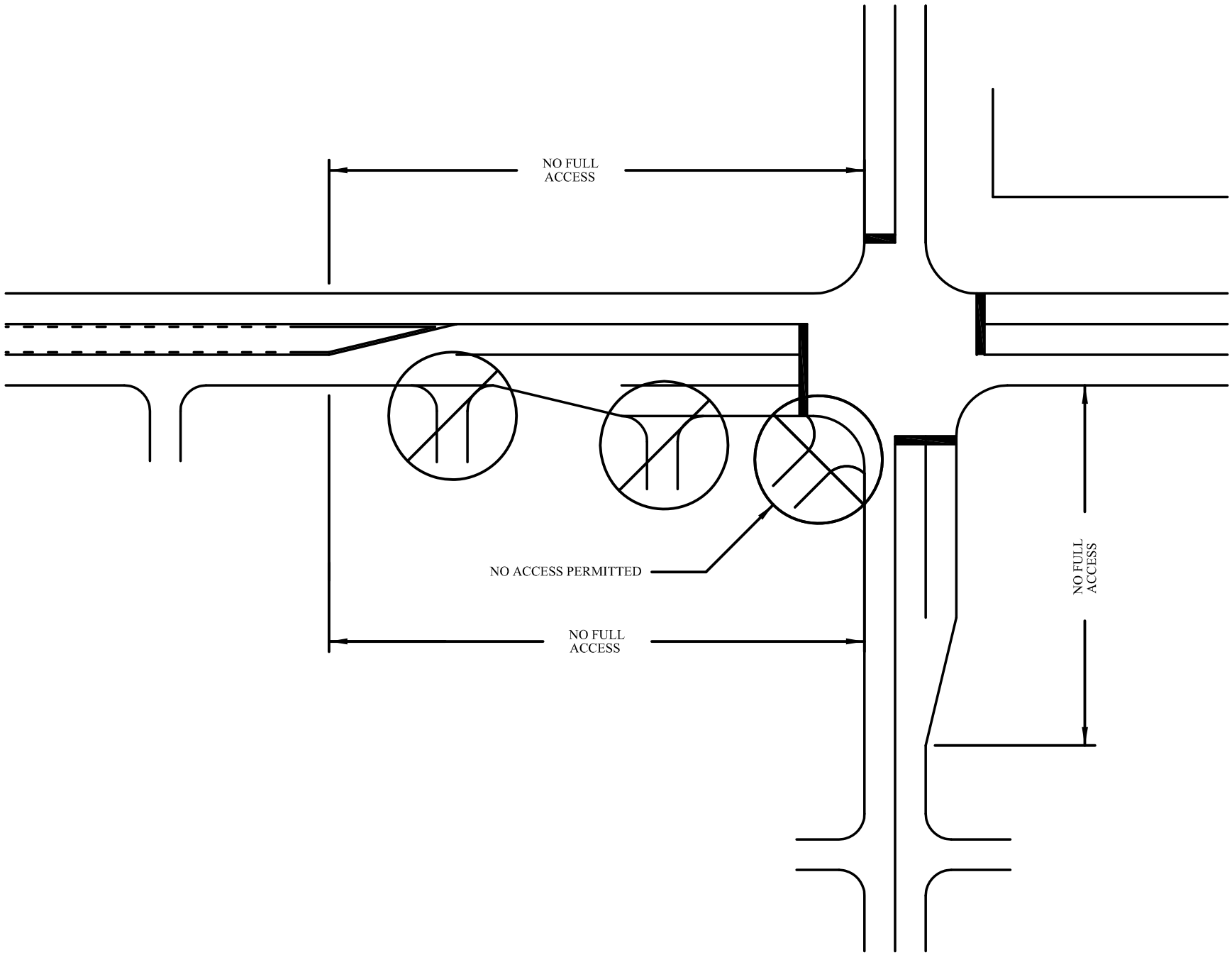
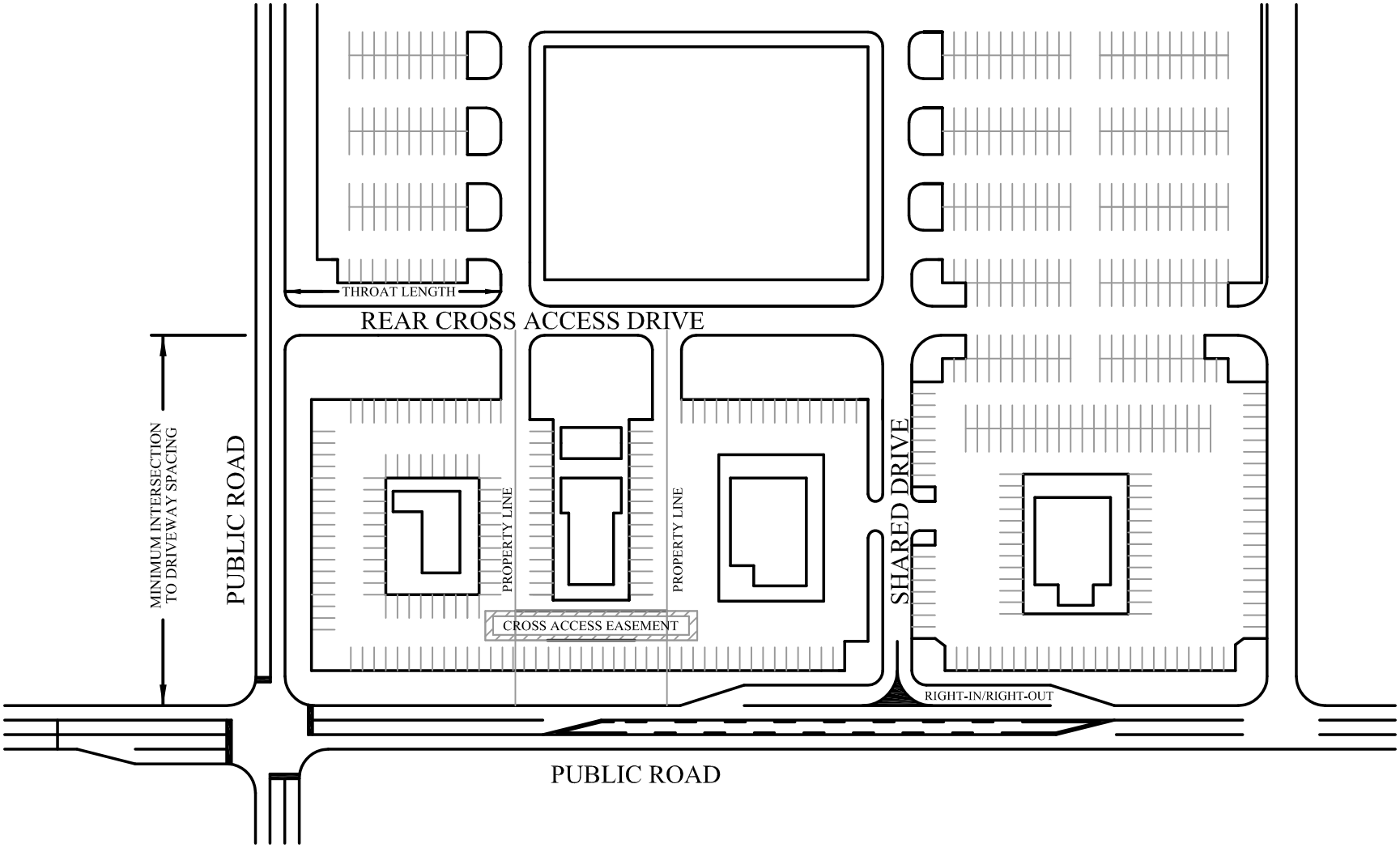


FIGURE 1



SEE TABLES 1 & 2 FOR ACCESS SPACING REQUIREMENTS

FIGURE 2



SEE TABLES 1 & 2 FOR ACCESS SPACING REQUIREMENTS

FIGURE 3