

SECTION 34. PUBLIC WORKS DEPARTMENT

34.10 ROAD MAINTENANCE AND CONSTRUCTION

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A. PURPOSE. The need for reasonable country road construction and maintenance policies arises principally from the limitation of transportation revenues available to the County with which to operate a rapidly expanding County Road System. It is important to ensure to the degree possible that expenditures are equitable in terms of public need and safety, and that the benefit derived from each expenditure of transportation funds corresponds fairly to the source of the funds utilized, therefore:

The purpose of this statement of policies is:

(1) to serve as an informational document describing Seminole County's day-to-day road operating policies for the benefit and guidance of County Commissioners, County employees and the public.

(2) to combine in one document the several policies, directives, and regulations which have been adopted by the Board during the past 10 years, more or less.

In order to help dispel some of the confusion about the Board's obligations in regard to dedication of roads and easements appearing on record subdivision plats, Chapter 177.081, Florida Statutes, is reproduced in its entirety:

Chapter 177.081 Dedication and Approval

(1) Every plat of a subdivision filed for record must contain a dedication by the developer. The dedication shall be executed by all developers and mortgagees having a record interest in the lands subdivided, in the same manner in which deeds are required to be executed.

(2) When a tract or parcel of land has been subdivided and a plat thereof bearing the dedication executed by the developers and mortgagees having a record interest in the lands subdivided and the approval of the governing body has been secured and recorded in compliance with this chapter, all streets, alleys, easements, rights-of-way, and public areas shown on such plat, unless otherwise stated, shall be deemed to have been dedicated to the public for the uses and purposes thereon stated. However, nothing herein shall be construed as creating an obligation upon any governing body to perform any act of construction or maintenance within such dedicated areas except when the obligation is voluntarily assumed by the governing body.

B. AUTHORITY.

(1) References

(a) Board of County Commissioners' Directive No. 8-71; Criteria for Acceptance of Unpaved Roads into the County Road System.

(b) County Road Evaluation Procedure, 1971.



- (c) Board of County Commissioners' Resolution, February 18, 1975, Procedure for Consideration of County Road Maintenance on Roads Located within Metes and Bounds Subdivision.
- (d) Consideration of Accepting Roads into County Road System, 1975.
- (e) County Policy for Working in Cities, 1975.
- (f) Emergency Maintenance Policy Board Adopted December 30, 1975.
- (g) Connected System of County Roads, January 1978.
- (h) Road Policies and Procedures, November 22, 1978.
- (i) Ordinance No. 78-29, Seminole County Road Improvement Assessment Program.
- (j) Florida Transportation Code, s.334-339, Florida Statutes.
- (k) Seminole County Land Development Code.
- (l) Seminole County Road Maintenance and Construction Policies, March 4, 1980.
- (m) Board of County Commissioners' Agenda Item February 16, 1999, Five-year Budget Projections, Future Funding Strategies and Road Paving Program.
- (n) Board of County Commissioners' Agenda Item March 23, 1999, Proposed Program of Alternate Surface Treatment for Unpaved Roads.
- (o) Board of County Commissioners' Agenda Item, May 11, 1999, Financial Comparison: Options for the Unpaved Roads Alternative Surface Treatment Program.
- (p) Board of County Commissioners' Agenda Item, May 18, 1999, Stormwater, Sidewalk Program, Neighborhood Retrofits, Transportation Overview of Future Needs for Next 20 Years.
- (q) Board of County Commissioners' Agenda Item, April 25, 2000, Alternate Surface Treatment/Unpaved Road Program.
- (r) Board of County Commissioners' Agenda Item, June 26 and August 28, 2001, Landscaping Reimbursement Policy.
- (s) Board of County Commissioners' Agenda Item, April 9, 2002, Alternate Surface Treatment/Unpaved Road Program.
- (t) Board of County Commissioners' Agenda Item, August 27, 2002, Alternate Surface Treatment/Unpaved Road Program.



(2) Final Authority on all aspects of the Comprehensive Road Policy rests with the Board of County Commissioners of Seminole County. Changes, exceptions and waivers to such policies may be granted at the discretion of the Board.

C. DEFINITIONS.

ACCEPTANCE OF ROADS - An official action taken by the Board of County Commissioners in a regular Commission meeting which formally accepts a road into the County Road System for maintenance. Thereafter, the Public Works Department may, within the limits of its authority, perform maintenance on the accepted road without any further Board action.

ALLEY - A public or private right-of-way primarily designed to serve as secondary access to the side or rear of those properties whose principal frontage is on some other street.

BOARD - The Board of County Commissioners of Seminole County Florida.

COUNTY ROAD SYSTEM - Shall consist of all collector roads in the unincorporated areas and all extensions of such collector roads into and through any incorporated areas, all local roads in the unincorporated areas, and all urban minor arterials not in the state highway system. In Seminole County only those roads which have been formally accepted into the County Road System by an official action of the Board are considered to be in the Seminole County Road System.

DETENTION POND - A storm water treatment facility designed to detain and store design volumes of storm water for a specified period of time before allowing overflow into downstream receiving facilities off-site.

DEVELOPER - Any person engaged in developing or improving a lot or group of lots for use or occupancy. Also includes "Builder".

EASEMENT - Any strip of land legally dedicated or conveyed for public or other private utilities, drainage, sanitation, or other specified uses having limitations, the title to which shall remain in the name of the property owner, subject to the right of use designated in the reservation of servitude.

EMERGENCY - An adverse road condition of such severity that an owner residing thereon is deprived of vehicular access to his property.

EMERGENCY CORRECTIVE ACTION - The performance of corrective work authorized by the Public Works Department Director or the Board for a road that has not been accepted into the County Road System for maintenance. Such roads must have a right-of-way of record dedicated to the County or the public.

MAINTENANCE CLASS - The class, or degree, of maintenance given to a road that has been accepted into the County Road System by the Board. Accepted paved roads are assigned to receive Regular Maintenance and unpaved roads are assigned to receive Emergency Maintenance, as hereinafter described.



METES AND BOUNDS SUBDIVISION - An unrecorded subdivision developed without complying with Seminole County Land Development Code. In the absence of any dedications or conveyances of right-of-way to the County or the public, the roads in metes and bounds subdivisions are considered to be private property.

PLAT - A map or delineated representation of the subdivision of lands, being a complete exact representation of the subdivision and other information in compliance with the requirements of all applicable statutes and of local ordinances, and may include the terms “replat”, “amended plat”, or “revised plat”.

PUBLIC UTILITY - Any publicly or privately operated utility, such as, but not limited to, storm drainage, sanitary sewers, electric power, water service, gas service, or telephone line, whether underground or overhead.

RETENTION POND - A storm water treatment facility designed to totally retain design volumes of storm water on site.

RIGHT-OF-WAY - Land dedicated, deeded, used, or to be used, for a street alley, walkway, boulevard, public utilities, drainage facility, access for ingress and egress, or other purpose by the public, certain designated individuals, or governing bodies.

ROADWAY - The traveled portion of a street available for vehicular traffic.

RURAL SECTION - A paved street having an open drainage system, i.e., utilizing swales rather than curbs and gutters for drainage.

SERVICE ROAD - A public street, generally paralleling and contiguous to a main traveled way, primarily designed to promote safety by eliminating promiscuous ingress and egress to the right-of-way, and providing safe and orderly points of access at fairly uniformly-spaced intervals.

SIDEWALK - That paved portion of a right-of-way intended for pedestrian use.

STREET - Any access way such as a street, road, lane, highway, avenue, boulevard, alley, parkway, viaduct, circle, court, terrace, place, or cul-de-sac, and all of the land lying between the right-of-way lines as delineated on a plat showing such streets, whether improved or unimproved.

STREET, CUL-DE-SAC - A local street with only one outlet and having an appropriate turning area for the safe and convenient reversal of traffic movement.

SUBDIVISION - The division of a parcel of land, whether improved or unimproved, into two (2) or more lots or parcels for the purpose, whether immediate or future, of transfer of ownership or building development where:

(1) the subdivider advocates, proposes, suggests, or exhibits a proposed plan, map, or plat of development of land; or

(2) the subdivider proposes to create a street, right-of-way, or easement that joins or connects to an existing public street. ‘Subdivision’ includes resubdivision and,

when appropriate to the context, shall mean the process of subdivision or the land subdivided.

URBAN SECTION - A paved street having curb and gutter incorporated in its design, and which may include inlets and an enclosed drainage system if required.

D. ACCEPTANCE OF ROADS.

(1) General

(a) Acceptance of roads into the County Road System of Seminole County can be accomplished only by an official action of the Board taken in a regular commission meeting. Current County policy requires adoption by the Board of a resolution of acceptance.

(b) The Public Works Department is without authority to expend public funds or perform any maintenance on a road that is not in the accepted County Road System without specific authority from the Board.

(c) Upon acceptance into the County Road System, a paved road shall be designated to be regularly maintained as set forth in Section D (1) (b).

(2) Paved Roads

(a) New Subdivision Roads - Acceptance of paved roads in new subdivisions shall be as provided in the most current edition of Seminole County Land Development Code.

(b) Other Paved Roads - Acceptance of roads that were paved to County standards by permit in a platted or deeded right-of-way, or as a commitment honored by a developer or builder, may be accepted by Board resolution subject to the required maintenance guarantee under certain circumstances at its discretion.

The Board may accept paved roads transferred to the County Road System from the State Highway System or the City Street Systems as may be provided by law and as mutually agreed upon by the jurisdictions involved.

E. MAINTENANCE OF ROADS.

(1) Accepted Roads

(a) Maintenance Responsibility – County maintenance responsibility includes the traveled roadway, and, wherever they exist, shoulders, sidewalks, side ditches, drainage structures, regulatory and street name signs, pavement markings, traffic and school signals, located within the limits of the County road right-of-way or easements legally dedicated to the County or the public.

(b) Work items to be performed by the Public Works Department for each type of road will be in general accordance with the following guidelines:

Work Item	MAINTENANCE CLASS	
	Paved Roads Regular Maintenance	Unpaved Roads Emergency Maintenance
Pavement Patching	Yes	Not Applicable
Pavement Markings	Yes (Other than resident.)	Not Applicable
Regulatory Signing	Yes	No
Street Name Signing	Yes	Upon request of Dist. Commissioner
Shoulder Mowing	Yes (Non-residential only.)	No
Motor Grading	Not Applicable	Infrequent (Only as required to restore passability)
Side ditch maintenance (where existing).	Yes	No
Other drainage maintenance (swales, legal outfalls, etc.)	Yes	No (Abutting owners may have to accept or handle.)

(b) Maintenance of Facilities off the Road. Maintenance of outfall ditches, retention or detention ponds, canals, drainage or conservation areas and the like, shall be performed to the degree necessary for protection of the public road. There is no obligation upon the County to perform maintenance of the facilities described for aesthetic reasons.

(c) Maintenance of County Roads joining State Highway. Roadway maintenance, stop and street name signs, and pavement markings on County roads joining the State Highway System are the responsibility of the County, notwithstanding the fact that the County road extends into the limits of state highway right-of-way to join the state road edge.

(d) Maintenance of Side Roads joining County Roads by Others. Roadway maintenance, stop and street name signs, and pavement markings on side streets joining County roads inside of cities are the responsibility of the owner (city) of the side road, notwithstanding the fact that the side road extends into County road right-of-way to join the County road edge.

(2) Unaccepted Roads

(a) Opening of Roads

(i) By the County. Except when directed by the Board to construct a road in a dedicated but unaccepted, unused, right-of-way to serve a County purpose, the Public Works Department is not authorized to open, clear, grade, or stabilize a road in such a right-of-way at the request of others.



(ii) By Others. Developers, builders, or others planning to open a road in a dedicated but unaccepted, unused right-of-way must first obtain a permit as required in Section G, (2), (b), and shall clear, grade, and stabilize the road to County standards for grader maintenance in order that maintenance can be assumed by the County at minimum cost if the road is accepted by the Board at a later date.

(b) Emergency Corrective Action

(i) Consideration may be given to emergency corrective action where there is a one-time emergency condition on a road which does not meet criteria for acceptance into the County Road System.

(ii) To qualify for emergency corrective action, the road under consideration must meet all of the following minimum requirements:

- Must have a public right-of-way of record.
- Must exhibit an emergency condition of such severity that an owner residing thereon is deprived of vehicular access to his property.
- Must have been passable by automobile prior to the emergency and must be susceptible to correction by commonly used maintenance techniques such as grading, repair of wash-outs and depressions, and clearing of obstruction, and blockages in existing swales and ditches. Such work may be remedial or preventative at the discretion of the Public Works Department Director.

(iii) After receipt of a request for emergency corrective action, and upon determination by the Public Works Department Director that an emergency condition exists as defined in Paragraph (b), (ii) above, the Public Works Department Director is authorized to initiate appropriate corrective action.

(iv) If a determination is made that no emergency exists as defined in Paragraph (b), (ii) above, a written appeal may be made by the requestor to the Public Works Department Director. This appeal will be forwarded to the District Commissioner who may request a report from the Public Works Department Director containing the following information:

- Location and condition of road.
- Its right-of-way width.
- Number of residences served.
- Other pertinent information including a description of the recommended corrective action, if granted.
- Upon motion by the District Commissioner, the Board may authorize emergency corrective action.

(v) The Public Works Department shall maintain a record of all emergency corrective actions performed in order to determine the impact of this



procedure upon the department budget and detect recurring emergency conditions that may dictate other steps to alleviate.

(vi) No Board action or Public Works Department operation described herein pertaining to the provision of emergency corrective action shall be construed as an act of construction or maintenance voluntarily assumed by the governing body within the meaning of Chapter 177.081 Florida Statutes, or be construed as an act of acceptance of the road by the Board.

(vii) Emergency corrective action shall not be used as a pretext for opening roads, or guaranteeing access through obviously unsuitable terrain where no road was previously in existence or use.

(c) Private Roads (Including Roads in Unrecorded, or "Metes and Bounds" Subdivisions).

(i) The County has no responsibility or authority for maintenance of private roads.

(ii) Maintenance of such roads, including emergency measures, is solely the responsibility of the owners.

(d) Metes and Bounds Subdivisions. Roads in metes and bounds subdivisions, being private, are not eligible for acceptance into the County Road System, or for any County maintenance. Nor are they eligible for any kind of County participation. Current County policy for considering acceptance of roads in metes and bounds subdivisions requires that the roads be improved to County standards by others, and that required rights-of-way be conveyed to the County. In addition:

(i) The subdivision shall have been created of record prior to July 28, 1970.

(ii) Ownership of the lots therein shall not be vested in one owner, but for the most part in multiple ownerships.

(iii) Where lots average less than 3 acres in size, the roads must be paved to applicable standards of Seminole County Land Development Code.

(iv) Where lots average 3 acres or more, but less than 5 acres in size, paving requirements may be waived by the Board.

(v) Where lots average 5 acres or more in size, roads will not be considered for acceptance unless there is an overall public benefit as determined by the Board.

(e) City Streets

(i) The Board may give consideration to road maintenance inside of municipal limits by contract, subject to limitations of County manpower and equipment.



(ii) Funding for such maintenance will be paid entirely by the city and shall cover all County costs including labor and fringe benefits, materials, equipment rental, fuel, supervision and overhead. Payment shall be made to the County on a monthly basis (or as specified in the contract).

(3) Other Facilities in County Right-Of-Way. Seminole County will not fund the construction of or assume the maintenance of the following facilities which may be approved or permitted within the right-of-way of a County road:

(a) Decorative entrances, gates, walls, non-standard street signs, etc. shall be constructed and maintained by developer or homeowners in accordance with applicable provisions of Seminole County Land Development Code.

(b) Landscaping medians parkways, other planted areas, including irrigation, if any, except as provided in subsection (e) below.

(c) Street lighting systems.

(d) Private driveways.

(e) When a Homeowner Association (HOA) maintains landscaping on a County major collector or arterial road, the Board may consider approval of an annual maintenance reimbursement to the HOA based upon current County contracts for mowing and maintenance of planting beds. The following criteria must be met:

- Roadway must be a four-lane or wider major collector or arterial.
- Reimbursement is for median maintenance only.
- Landscaped median area must be, at minimum, approximately one (1) mile in length.
- The HOA must execute a formal agreement prior to its execution by the County and prior to any reimbursement being issued.

F. CONSTRUCTION OF ROADS.

(1) County Road Construction Program

(a) General. The annual road program is developed during the budget process each year and reviewed and approved by the Board. It includes all of those road projects to be constructed utilizing County Transportation Trust Funds, as well as projects to be funded from other sources, such as participation projects and assessment projects. The following categories of work are identified in the County road construction program:

(i) 100% County funded

- Major highways (80% 2nd Gas Tax Surplus, Local Option Gas Tax and Transportation Impact Fee).
- Usually urban minor arterials.
- Collectors in the County Road System.



- Local roads serving predominately as feeders.
 - Resurfacing projects to preserve existing paved County roads.
 - Bridges, including bridge repairs.
 - Traffic operational improvement projects.
 - Traffic signals, new and updated.
 - School related projects.
- (ii) Other funding, with or without County:
- Participation projects
 - With municipalities
 - With state
 - With abutting owners
- (iii) Grant projects
- County participation
 - Outside contract

(b) Desirability of 5-Year Programming. It is recommended that the County's road program be planned for a period of 5 years, insofar as it is possible to do so, for the following reasons:

- (i) Time required for:
- Surveys
 - Plan preparation
 - Acquisition of right-of-way and easements
 - Relocation of public utilities
 - Obtaining permits if required
 - Advertisement for bids and contract letting, if applicable

Generally, only minor projects can be authorized by the Board and implemented within a single budget year.

(2) Right-Of-Way Acquisition

(a) General. In order to conserve public funds, it is County policy to acquire right-of-way and easements by donation wherever possible. Local road projects and certain collector road projects will require the donation of needed rights-of-way in order for the projects to be implemented. It is realized that because of population growth and increasing land values, purchase of right-of-way may be required more frequently than in the past.

Right-of-way for County roads is generally obtained by one of the following procedures:

(b) Donation. Where abutting property owners donate right-of-way or County road or drainage improvements, Seminole County will perform reasonable work of a minor nature in consideration therefore and to restore or maintain the owner's pre-existing facilities abutting the road, such as:



(i) Relocation of fencing, including minimum amounts of new material needed to make relocation possible.

(ii) Reconstruction of driveway, to be of same kind and materials as existing.

(iii) Replacement or relocation of culvert pipe, or installation of new culvert, if required by project.

(iv) Relocation, reconnection of farm irrigation systems and wells.

(v) Construction of one driveway entrance and culvert, if needed, where the owner's parcel did not have an access driveway prior to the project.

(c) Purchase (by negotiation, condemnation). Where abutting owners have been compensated through purchase of the right-of-way by negotiation or condemnation in accordance with the law, none of the foregoing policies in Section (b) apply except that driveway connections will be made as described in Section (3), "Driveway Policies During Construction".

(d) Commitments. Through the processes of subdivision review, rezoning review, and commercial or industrial site plan review, the Board may request commitments leading to donations of right-of-way by developers or builders on certain of the County's arterial or collector roads, major local roads, or major intersections.

(3) Driveway Policies During Construction. County policies for making connections to private driveways during road construction projects are as follows:

(a) Connections to unpaved driveways. County will construct a stabilized connection of same or similar type.

(b) Connections to paved driveways.

(i) Wherever a paved driveway exists between road edge and right-of-way line (front lot line), the County will reconstruct a paved connection at no cost to owner.

(ii) Occasionally, due to grade changes, it may be necessary to reconstruct a portion of driveway beyond the right-of-way limits, on private property. The County will perform this adjustment at no cost to the owner provided the owner grants specific permission for County forces to work on his property for the purpose.

(c) Driveway Culvert Pipes

(i) Where new culvert pipes are required as a result of new open drainage facilities that are a part of the road project design, the culverts will be furnished and constructed at no cost to the owners.

(ii) Where existing culverts must be relocated or replaced as a part of the road project design, the work will be performed at no cost to the owners.



(4) Participation Projects

(a) With Municipalities (City Street System Projects)

(i) The Board may give consideration to a city street project if a municipality feels that it can save monies by contracting with the County to construct certain projects within the municipal limits that are part of the City Street System. Such consideration is subject to limits of County manpower and equipment or impact on regular County road program.

(ii) Requests by municipalities should be made prior to May 1st so that budgetary considerations may be included in the upcoming budget year starting October 1.

(iii) Plans shall be prepared by the municipality and approved by the County.

(iv) Funding for such projects will be paid entirely by the municipality and shall cover all County costs including labor and fringe benefits, materials, equipment rental, fuel, supervision, and overhead. Payments for such projects may be made prior to any construction starting.

(v) The municipality and County shall execute a written agreement providing for the joint participation project which shall set forth the cost of approved plans with the agreement. No work shall start until the agreement has been executed.

(b) With Municipalities (Minor Projects under \$1000).

(i) If a municipality feels that it can save monies by contracting with the County on small projects costing less than \$1000 for labor and materials, the Board may give consideration to such projects.

(ii) Requests for such work should be made by the municipality in writing to the Board.

(iii) Estimates for the work will be prepared by the Public Works Department and sent to the municipality for their review.

(iv) At completion of the work the County will bill the municipality for the actual cost.

(c) With Municipalities - Traffic Signals. Within municipal limits, Board policy applying to construction and maintenance of traffic signals is as follows:

(i) Warrants must be satisfied. The County will consider participation in funding only after a traffic signal survey has been conducted at the intersection and one or more signal warrants are found to be satisfied in accordance with the Manual on Uniform Traffic Control Devices.



(ii) County will fund construction 100% and maintenance 100% at intersections which include two (2) roads which are functionally classified as either state highway or County road.

(iii) County will fund construction 50% and maintenance 100% at intersections which include a County road and a city street.

(iv) County will not fund construction or maintenance at intersections which consist of two city streets, or a state highway and a city street, where no County road is involved.

(v) School signs, flashing signals, crosswalks, including pavement markings. Within municipal limits, the County will:

- Maintain flashing signals on state highways
- Construct and maintain school signs, flashing signals, and crosswalks on County roads

(vi) The policies pertaining to traffic signals and school-related facilities are subject to County budget limitations and determination of priorities County-wide.

(d) With the State Department of Transportation. The Board will participate with the State of Florida Department of Transportation in certain eligible projects involving joint state highway and County road system needs. Typical projects may include:

- (i) Traffic signals and intersection improvements.
- (ii) Railroad signals.
- (iii) Maintenance agreements.
- (iv) Federal Aid projects affecting the County road system.
- (v) Planning activities.

(e) With abutting owners.

(i) Assessment Projects. The Seminole County Municipal Services Program establishes the procedure by which road improvements may be made through assessment of abutting owners. It provides benefit for:

- Petition process and criteria from property owners who own abutting property.
- Public notice and hearings.
- Preliminary plans and estimates.
- Board determination whether to grant petition, and degree of County participation.
- Preparation and adoption of assessment ordinance.
- Public notice and hearing on assessment ordinance.



- Project implementation.
- Publication and recording of final assessment list. Assessment by County Property Appraiser and collection by County Tax Collector as provided by the specific assessment ordinance.

(ii) Commercial, industrial, multifamily projects and developers' commitments. Although most commitments made by developers are funded 100% by the developer, the Board may consider County participation in certain cases where a significant degree of County need or public benefit may exist. This might be typified by certain major traffic signal or intersection problems. Financial participation by the County is rare, however, and any such project that may be considered receives detailed commission and staff review before County participation is approved.

G. PERMITS.

(1) General

(a) Permits are required for the use of County road right-of-way for the construction, installation, or maintenance of any public utility, or any other facility, structure, driveway, pavement, or object in the road right-of-way other than those constructed or maintained by Seminole County.

(b) The Board has delegated the authority for issuance of permits to the Seminole County Public Works Department.

(c) Whenever construction is proposed in a County road right-of-way that will be major in scope and unusually disruptive of the right-of-way, it is the responsibility of the Public Works Department to notify the Board in advance in order that the Commissioners will be aware of the project and the reasons for temporary disruption.

(d) Applicants for permits must acknowledge that they have determined the locations of all other users of the right-of-way and will be responsible for the facilities of others.

(2) Types of Permits

(a) Use License (or Use Permit). Utilized by public utility companies, including privately and municipally owned, for construction and maintenance of overhead or underground public utility systems in the County road rights-of-way.

(i) Open cuts across paved County roads are prohibited unless it is physically or mechanically impossible to make the crossing by any other method. Cost is not allowed as a consideration in making this determination.

(ii) Permitted open cuts and emergency open cuts must be repaired to County standards.



(b) Permit to Construct Road in County Right-of-Way. Utilized by developers, builders, or others planning road construction in a platted or recorded County right-of-way.

(i) Work proposed must meet County standards for the function of the road being constructed.

(ii) Issuance of permit does not commit the County to accept unpaved road improvements.

(iii) Acceptance of paved roads may be considered after completion, subject to final inspection and 2-year maintenance guarantee.

(c) Driveway Permit (sometimes referred to as “Access Permit” or “Curb Cut Permit”). Utilized by abutting owners to construct a private driveway access facility joining any County road.

(i) Curb cuts must meet County standards.

(ii) On rural sections applicant must make provisions for drainage at no cost to County. If a culvert is required, the County will specify its type and size.

(iii) All driveway construction, including materials and labor, shall be at the expense of the applicant.

(iv) Only approved construction materials will be permitted within the right-of-way.