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## **TITLE 3 – ROADS, STREETS AND TRAFFICWAYS**

### **SECTION 1.0 ROADS, STREETS AND TRAFFICWAYS: SPECIFICATIONS**

#### **1.1 GENERAL PROVISIONS**

##### **A. Preface**

The regulations, specifications, special provisions, standards and drawings contained herein are solely for the purpose of establishing standards of workmanship, quality and durability for any road, street, highway, alley or any other public way contained within or being a part of any Subdivision or other area Development and that may be, or is intended to be, dedicated to the public and proposed for inclusion into the Henry County Highway Department system of roads by and through action of the Board of County Commissioners of Henry County, Indiana.

Nothing in these regulations shall be interpreted or construed as limiting or restricting the right of any person or persons, organizations or corporations to establish, provide and improve any road, street, drive or alley upon lands they own or control, unless such road, street, drive or alley is at any time offered to the County for inclusion into the Henry County Highway Department system of roads.

These regulations, together with the specifications, standards and special provisions included herein, shall repeal and supersede all previous regulations and/or specifications and standards heretofore adopted having relation to the construction of roads, streets and other trafficways within privately developed Subdivisions or other area Developments.

##### **B. Intent and Scope**

The intent of these regulations is to provide for a uniform standard of workmanship and establish a uniform quality of product in and for the trafficways, streets and/or roadways that are to be offered to the Board of County Commissioners of Henry County, Indiana, for inclusion into the Henry County Highway Department system of roads.

It is the intent to herein set forth minimum standards for materials and methods of construction, as well as sections of roadbeds and appurtenant features that will be considered by the County as prima facie evidence of good workmanship when adhered to and may be considered by the Board of Commissioners of Henry County, Indiana, as an inducement for acceptance into the Henry County Highway Department system of roads.

The acceptance of any plat of a Subdivision of land or of any area proposed for private Development that proposes therein the establishment of any road, street or other trafficway that may ultimately be dedicated to the public use and maintained by the Henry County Highway Department as a part of its normal system of roads shall not constitute an acceptance of such road, street or trafficway.

#### **1.2 DEFINITIONS AND INTERPRETATION OF TERMS**

Whenever in these regulations, specifications and/or special provisions the following terms are used, the intent and meaning thereof shall be construed and interpreted as follows:

Applicant	The Owner or Owners, legal and equitable, of land within the limits of Henry County, State of Indiana, who submit a proposal for the inclusion of any trafficway or trafficways into the Henry County Highway
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	Department system of roads for the purpose of administration and maintenance.
Berm	That portion of the roadbed outside the traveled way that is generally of grass or dirt.
County	Henry County, Indiana.
County Commissioners	The Board of County Commissioners of Henry County, Indiana.
Culvert	Any conduit installed for the purpose of directing and controlling the flow of surface waters; a pipe, box or small slab-top structure having limited waterway area, as distinguished from a bridge structure.
Developer	The "Applicant" as defined above, or any person, persons or organization authorized to act as his agent, responsible for the prosecution of all phases necessary to complete the project as proposed.
Ditch	An artificially constructed open depression for the purpose of controlling and removing surface waters.
Owner	The Owner of the title to real property or the contract purchaser of real property of record, as shown on the latest assessment records in the County Assessor's Office. Owner also includes a deed holder or contract purchaser whose name does not appear in the latest assessment records, but who presents to Zoning Administrator a copy of a deed or contract of sale showing date, book and page of recording.
Plans	The official, approved drawings or accurate reproductions thereof that show the location, character, dimensions, shape and details of the work to be done and that are identified in the proposal.
Plat	A map or drawing, intended for recording, indicating the Subdivision of land, showing thereon the dimensions of the roads, streets, sewers and/or other pertinent details.
Proposal	The statement of the Applicant showing intent to subdivide lands, establish trafficways and other details relative to the development of land areas, with the intent to submit the completed work to the County for inclusion into the Henry County Highway Department system of roads.
Right-of-Way	The land area within a Development that is secured and reserved to the public for free access.
Roadbed	That portion of the right-of-way between the outside shoulder lines.
Roadway	That portion of the right-of-way reserved for traffic uses.
Shoulder	That portion of the roadbed outside the traveled way that is generally of hot mix asphalt or aggregate.
Specifications	A general term comprising all the directions, provisions and requirements contained herein, together with such as may be added or adopted, and including the current Standard Specifications of the State Highway Commission of Indiana, when and as designated or included by reference, all of which are necessary to complete the proposal.

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Special Provisions	Special directions, provisions or requirements peculiar to the type of project involved and not otherwise thoroughly or satisfactorily detailed or covered by a General Specification.
Surety	The corporate body that is bound with and for the Developer.
Trafficway	<p>A public way, road, street, avenue or alley reserved for the special use of moving or vehicular traffic and reserved to the general use of the public.</p> <ol style="list-style-type: none"> <li>1. Road <p>A trafficway reserved for the use of the general public; in general, a rural trafficway, as opposed to "Street."</p> </li> <li>2. Street <p>A trafficway reserved for the use of the general public; in general, a Subdivision or town trafficway.</p> </li> <li>3. Alley <p>A minor trafficway used primarily for vehicular access to the rear or side of properties otherwise abutting on a trafficway and providing access for utility, sanitary or general salvage services.</p> </li> <li>4. Collector Road or Street <p>A trafficway that provides access from local trafficways to arterial trafficways.</p> </li> <li>5. Local Road or Street <p>A trafficway that provides immediate access to the abutting properties within a Development, generally considered residential.</p> </li> </ol>

### 1.3 GENERAL PROCEDURES

The Applicant, Developer or Subdivider of land areas into lots or estate areas for private sale and whose plan of Subdivision requires that trafficways ultimately be dedicated to the public use and administered and maintained by the County shall submit his plan and proposal to the County Highway Engineer or such other officer of the County as may be designated by the County Commissioners to receive and approve such plans and proposals as they may deem proper. Such proposal shall set forth construction plans, specifications and an approximate date of completion. Such proposal shall be prepared and signed by a registered professional engineer or a registered land surveyor.

Plans, specifications and/or construction methods may be determined by the Applicant, providing they are equal to or better than the minimums set forth herein. Judgment as to whether the Applicant's plans, specifications and/or construction methods are equal to or better than these minimums shall lie with the County Highway Engineer or the County officer designated by the County Commissioners to determine such matters.

In lieu of preparing his own plans and specifications, the Applicant may elect to make a written statement, over the signature of his engineer or surveyor, that he proposes and intends to comply

with the specifications, special provisions and standards as hereinafter set forth, subject to the approval of the County Highway Engineer.

Proposals submitted to the County Highway Engineer for consideration and primary approval shall show the following minimum details:

A. Trafficways and Drainage

1. Profiles and typical cross sections of roadbeds, curbs (if any); proposed type of paving or surfacing of trafficways; width and slope of shoulders or berms; side ditches, if required; rate of back slopes in cuts and of slopes for fills;
2. Elevations on all culverts, pipes, drop inlets, bridges, headwalls and all related drainage structures or installations;
3. Minimum lengths and sizes of all driveway pipes or culverts to be placed in any drainage line; and
4. Size and length of any pipe, culvert or other drainage structure that is to cross under any trafficway; also type of pipe to be installed and, if metal pipe, gauge and depth of cover over such pipe structure.

B. Stormwater Drainage System

Whenever, for any reason, the installation of open drainage systems is not feasible or desirable, and the Applicant or Developer proposes to install a closed stormwater system, the Applicant shall submit a plan of the proposed system with all intended mains and laterals indicated and showing profiles, elevations and relative depths, together with details of inlets, manholes and other related structures. The Applicant shall clearly show that the outfall of such a system is to a natural water course and will not directly do damage to owners of adjacent lands, unless with their written approval, copies of such approvals to be furnished with such plans.

C. Plans

Upon approval by the County Commissioners, as may be recommended by the County Highway Engineer, the Applicant or Developer shall file with the County Highway Engineer two (2) blue-line or black-line clear prints or reproductions of the approved proposal before proceeding with the construction of any of the said trafficways or drainage systems.

D. Inspection

Inasmuch as the interest of the County is to secure adequately constructed and good quality trafficways for its future administration and maintenance, the Developer and/or any of his agents shall permit and cooperate in the inspection of any part of the construction at any time by the County Highway Engineer or his assigned inspector.

E. Bond

Upon completion of the trafficways in any Subdivision and at the time acceptance by the County Commissioners is intended, the Applicant shall furnish to the County a three- (3-) year Maintenance Bond that shall:

1. Secure to the Henry County, Indiana, Board of Commissioners an amount equal to twenty-five (25) percent of the cost of all trafficways in the said Subdivision or Development, as certified by the Applicant and approved by the County Commissioners;

2. Provide Surety satisfactory to the County Commissioners;
3. Warrant the materials and workmanship used in the construction of all said trafficways to be of good quality;
4. Warrant the construction has been in accordance with the regulations, procedures and requirements of the specifications and the approved proposal of the Applicant; and
5. Provide that for a period of three (3) years after the date of the hearing by the County Commissioners at which the Applicant submitted his Maintenance Bond, the Applicant will, at his own expense, make all repairs to said trafficways as may become necessary by reason of deficient materials or poor or improper workmanship; except, however, that such repairs or replacements shall not be required when damage to said trafficways can be shown to have resulted from causes, forces or circumstances clearly beyond the control of the said Applicant.

#### 1.4 SPECIAL PROVISIONS

##### A. Special Provisions

Unless specifically noted, the Standard Specifications of the State Highway Commission of Indiana, dated 1999, and all subsequently dated issues, shall apply for materials, construction or methods therefor, when applicable, and for maintenance to all trafficways until accepted by the County.

In cases of conflict between the Standard Specifications of the State Highway Commission of Indiana and these Special Provisions, the Special Provisions shall govern.

##### B. Rights-of-Way

All rights-of-way herein defined shall be considered as minimum and shall be increased if conditions warrant; however, all rights-of-way to be included in the Henry County Highway Department system of roads shall be of adequate width for the maintenance thereof.

1. Rights-of-way designated for commercial, industrial or other non-residential land uses shall have a minimum width of sixty (60) feet, with a surfaced width of not less than twenty-two (22) feet or two (2) traffic lane widths.
2. Rights-of-way designated for residential land use shall have a minimum width of fifty (50) feet, with a surfaced width of twenty-two (22) feet, or two (2) traffic lane widths.
3. Rights-of-way required for those special cases not covered above shall be at the discretion of the County Commissioners, said decisions to be based upon type of construction considered, control of access or other factors.

##### C. Signs

The names of all the trafficways to be included in the Henry County Highway Department system of roads shall be subject to the approval of the County Commissioners; signs shall be installed at all main intersections of any County or State highway with any main trafficway within a Subdivision or Development; such signs to be of identical type with those in use by the County.

#### D. Drainage Structures

The Developer shall provide for the controlled and unobstructed flow of surface water and/or water percolating through the soil (ground water) in such a way as to protect the entire right-of-way from damage by such flow.

Open ditches, pipes, culverts, drop inlets, bridges, box culverts, headwalls and similar or related installations shall be utilized to carry excess flow of water to outlets, which may be either natural watercourses or artificial watercourses or lakes, ponds, etc.

### 1.5 DESIGN STANDARDS

#### A. Gradients

1. The maximum gradient for collector roads or streets, local roads or streets or alleys within a Development shall not exceed seven (7) percent.
2. Maximum gradient for major and minor collector roads or streets in commercial areas shall not exceed five (5) percent.
3. Ditch and/or gutter gradients shall, in general, parallel the roadbed gradients, but in no case shall any ditch or gutter gradient be less than three-tenths (0.3) percent.

#### B. Visibility

1. Minimum vertical visibility measured from height of eye at three (3) feet, zero (0) inches to height of object at six (6) inches above crest shall be two hundred (200) feet on local trafficways and three hundred fifty (350) feet on collector trafficways.
2. Minimum horizontal visibility along the centerlines of curved trafficways shall be two hundred (200) feet on collector and/or local trafficways.

#### C. Alignment

1. The minimum radius of trafficway centerline shall be three hundred sixty (360) feet, or approximately sixteen- (16-) degree curvature for collector trafficways; and two hundred thirty-one (231) feet, or approximately twenty-five- (25-) degree curvature for local trafficways.
2. The minimum tangent distance between reversed curves shall be one hundred (100) feet.

#### D. Intersections

1. Trafficways shall not intersect at interior angles of less than sixty (60) degrees.
2. Jogs at street ends shall not be permitted, except that offsets of one hundred twenty-five (125) feet will be permitted between intersection lines of trafficways.
3. Not more than two (2) trafficways shall intersect at one (1) common point, except that a traffic circle having a centerline radius of forty (40) feet may be provided to allow the intersection of more than two (2) trafficways at any one (1) intersection.
4. Curbed pavements and/or pavement edges shall be rounded at any or all intersecting trafficways by arcs having a minimum radius of thirty (30) feet at intersections with collector trafficways and twenty (20) feet where the intersecting trafficways are local.

5. Where trafficways intersect with angles other than ninety (90) degrees, curbs or pavement edges shall be rounded with an arc having a radius of seventy-five (75) feet in the obtuse quadrants.
6. Minimum standards for pavement design and for walks or curbs shall be in accordance with these specifications and special provisions, including all drawings, cross sections and details contained herein or attached hereto. Any designs required for unusual circumstances or for special requirements not covered herein shall be at the discretion of the County Commissioners.

## 1.6 CONSTRUCTION STANDARDS

### A. General

The minimum requirements for construction of trafficways to be submitted to the County Commissioners for incorporation in the Henry County Highway Department system of roads shall be in accordance with the Standard Specifications of the State Highway Commission of Indiana that are currently in use at the time Applicant's proposal is submitted for primary approval. Any variations from such Standard Specifications of the State Highway Commission of Indiana that may be set forth herein, or that may be later set forth as amendments hereto, shall prevail over the said Standard Specifications of the State Highway Commission of Indiana, except that no variation or amendment to such Specifications or these regulations or standards shall be retroactive and shall not have the effect of changing any of the provisions of a previously approved proposal.

#### 1. Roadbed

- (a) All vegetable matter subject to deterioration, including sod, turf, roots, brush, shrubs or trees (including stumps thereof) shall be removed from the roadbed area and disposed of.
- (b) All muck, peat, marl or other unsuitable substance, if existing within the right-of-way area, shall be removed and replaced with satisfactory material that will hold its form.
- (c) Within the area defined as "roadbed," or within the area limited by the outside edges of the shoulders, the surface of the cleared earth shall be treated as follows:
  - (1) For areas where the proposed gradients require excavation to profile elevations, such excavations shall proceed directly.

- (2) For areas where embankment is to be placed, or subsequent to excavation operations, the areas within roadbed limits shall be compacted with a three- (3-) wheeled or a tandem roller weighing at least ten (10) tons. If the material at the surface is granular, the compaction should be accomplished by the use of crawler-tread equipment having a bearing of not less than six (6) pounds per square inch of tread or with vibratory compactors or both.

#### (d) Embankments

Upon the prepared surface as outlined in (c) (2) above, any embankment required shall be constructed in accordance with Sections B3 and B85 of the Standard Specifications of the State Highway Commission of Indiana, except that density shall be in accordance with Section B502.3 of the Standard Specifications of the State Highway Commission of Indiana.

- (e) Upon completion of all excavation or embankment, the subgrade area that is to receive the base courses for pavements shall be fine graded and dressed to the true cross-section as previously approved by the County Highway Engineer.
- (f) Prior to the final dressing of the subgrade, all cross-drainage structures, whether pipe culverts, box culverts or other types of drainage structures, shall be laid in trenches excavated to receive them and all such trenches shall be backfilled with granular material and the material thoroughly compacted.

At this stage, any underground utilities or sewer facilities must be placed and excavated trenches for such facilities also backfilled and compacted as required above.

## 2. Inspection

After completion of the subgrade and before any base courses are to be placed, the Developer shall notify the County Highway Engineer that such roadbed area may be inspected.

The County Highway Engineer or his authorized agent will make such inspection and indicate approval or disapproval of the work at this stage.

Such inspection shall be made within three (3) days after notice. Such notice shall be in writing.

## B. Pavement and Surfacing

Unless otherwise noted, all cement used in Cement Concrete Pavement shall be Air-entrained Portland cement manufactured by a source acceptable to the State Highway Commission of Indiana.

All aggregates to be used in any type of surfacing or paving shall comply with the requirements of the Standard Specifications of the State Highway Commission of Indiana and, if required, the Developer shall certify to the County Highway Engineer that such stipulation has been complied with.

Unless otherwise specified, all paving or surfacing shall be constructed only upon a prepared base, placed and compacted upon the fine-graded subgrade, as shown and dimensioned upon the drawings that are a part hereof.

Furnishing, placing and compaction of such bases shall be strictly in accordance with the methods stipulated in the Standard Specifications of the State Highway Commission of Indiana.

## C. Concrete Pavements

### Option No. 1: Plain Cement Concrete Pavement

This type of surfacing consists of placing a pavement of uniform thickness, homogenous concrete on a previously compacted and prepared aggregate base of the depth shown on the standard drawings and finished to the crown, shape and cross-section as shown. This type of pavement is intended for local trafficways.



**Option No. 2: Reinforced Cement Concrete Pavement**

1. This type of surfacing consists of placing a pavement of uniform thickness, reinforced with steel mesh and bars, as shown on the standard drawings, finished to the crown, shape and cross-section shown.
2. This type of pavement is intended primarily for collector trafficways where heavy and frequent traffic may occur.

**(a) General**

It may be placed directly upon a prepared subgrade without aggregate base.

All concrete pavements shall contain not less than six (6) bags of cement per cubic yard of concrete and be air-entrained. Aggregates used in preparation of concrete mixes shall be those specified by the Standard Specifications of the State Highway Commission of Indiana.

Methods of preparing, placing and finishing shall be in accordance with Section D1 of the Standard Specifications of the State Highway Commission of Indiana, except that, unless machine methods of depositing and finishing are used, aggregate size 2 (U) need not be used.

**(b) Joints**

In both types of concrete pavements, transverse contraction joints, formed as shown on standard drawings, shall be placed at intervals not exceeding twenty (20) feet.

Expansion joints as shown on drawings shall be placed at intervals not exceeding sixty (60) feet.

No two (2) transverse joints of any kind may be placed within ten (10) feet of each other.

**D. Asphalt Pavements****Class 1**

1. This type of construction is intended primarily for those roads, streets or trafficways where the land usage adjacent requires the frequent passage of heavily loaded vehicles having a possible equivalent single axle load of up to eighteen thousand (18,000) pounds. Generally, these are major collector trafficways.
2. The minimum standard for this class of pavement shall be ten (10) inches of compacted aggregate placed in three (3) separate layers or courses and six (6) inches of compacted aggregate placed in two (2) layers or courses; each course shall be compacted to the highest practical density in accordance with Section C10 of the Standard Specifications of the State Highway Commission of Indiana, except that no calcium chloride shall be used.
3. Upon such prepared granular base, there shall be placed a base course of Hot Asphaltic Concrete consisting of six hundred eighty (600) pounds of asphaltic mixture per square yard of surface area, using aggregate size No. 5 as per Section D304.2 of the Standard Specifications of the State Highway Commission of Indiana. This course is to be compacted to high density.

4. Upon such prepared base course, there shall be placed a binder course of Hot Asphaltic Concrete consisting of three hundred thirty (330) pounds of asphaltic mixture per square yard of surface area, using aggregate size No. 9 as per Section D304.2 of the Standard Specifications of the State Highway Commission of Indiana.
5. Finally, upon the last specified asphaltic binder course, a surfacing course, consisting of two hundred twenty (220) pounds per square yard of area, of Type B Hot Asphaltic Concrete shall be placed and rolled to the final crown, shape and cross-section shown, in accordance with Section D3 of the Standard Specifications of the State Highway Commission of Indiana.

#### Class 2

1. This type of Hot Asphaltic Concrete paving is intended to be used for minor collector trafficways not continually subjected to heavy industrial or commercial traffic loads.
2. The minimum standard for this class of pavement shall be six (6) inches of compacted aggregate placed in two (2) separate layers or courses and six (6) inches of compacted aggregate placed in two (2) layers or courses; each course shall be compacted to the highest practical density in accordance with Section C10 of the Standard Specifications of the State Highway Commission of Indiana, except that no calcium chloride shall be used.
3. Upon this prepared granular base shall be constructed a base course of Hot Asphaltic Concrete consisting of five hundred (500) pounds per square yard of area and using aggregate size No. 5 in accordance with Section D3 of the Standard Specifications of the State Highway Commission of Indiana.
4. Upon such prepared base course, there shall be placed a binder course of Hot Asphaltic Concrete consisting of three hundred thirty (330) pounds of asphaltic mixture per square yard of surface area, using aggregate size No. 9 as per Section D304.2 of the Standard Specifications of the State Highway Commission of Indiana.
5. Upon the prepared and compacted asphaltic base, a surfacing course of Type B Hot Asphaltic Concrete consisting of two hundred twenty (220) pounds per square yard of area shall be placed and finished to the final crown, shape and cross-section shown.

#### Class 3

1. This type of Hot Asphaltic Concrete pavement is intended for use in local trafficways or alleys in residential areas, where heavy loads are rare or unlikely.
2. The minimum standard for this class of pavement shall be four (4) inches of compacted aggregate placed in two (2) separate layers or courses and four (4) inches of compacted aggregate placed in two (2) layers or courses; each course shall be compacted to the highest practical density in accordance with Section C10 of the Standard Specifications of the State Highway Commission of Indiana, except that no calcium chloride shall be used.
3. Upon this prepared granular base shall be constructed a base course of Hot Asphaltic Concrete consisting of three hundred thirty (330) pounds per square yard of area and using aggregate size No. 5, in accordance with Section D3 of the Standard Specifications of the State Highway Commission of Indiana.

4. Upon such prepared base course, there shall be placed a binder course of Hot Asphaltic Concrete consisting of three hundred thirty (330) pounds of asphaltic mixture per square yard of surface area, using aggregate size No. 9 as per Section D304.2 of the Standard Specifications of the State Highway Commission of Indiana.
5. Upon this prepared and compacted asphaltic base, a surfacing course of Type B Hot Asphaltic Concrete consisting of one hundred forty (140) pounds per square yard of area shall be placed and finished to the final crown, shape and cross-section shown.

## **SECTION 2.0 ROADS, STREETS AND TRAFFICWAYS: ACCESS STANDARDS FOR DRIVEWAY CONNECTIONS**

### **2.1 INTRODUCTION**

The purpose of this section is to establish standards, criteria and guidelines subject to variation, based on engineering judgment, so as to provide a basis for the review and approval of all requests for access to public trafficways.

It is the scope of this section to cover in detail as many conditions as possible regarding various types of residential, commercial and industrial access points to the public highways, regardless of the type of access control exercised. The intent is to consider all types of access for rural, suburban, urban or intermediate conditions, within the jurisdiction of the Board of County Commissioners of Henry County, Indiana (hereinafter referred to as "the County").

The efficiency and safety of a roadway facility, with limited access control or without access control, depends greatly on the amount and character of roadside interference. Most of this interference originates in vehicular movements to and from residential, commercial and industrial development along the facility.

The rights of abutting property owners for access are realized, but it is necessary for the County to establish controls regarding the number, location and geometrics of access points. This is necessary to maintain good operational characteristics on the facility and to provide adequate safety features for expeditious movement of people and goods.

Highway interference resulting from excessive roadside development and uncontrolled driveway connections precludes the orderly and safe movement of traffic in and out of private properties and, therefore, results in poor levels of service, increased hazards and early obsolescence of the highway.

The necessary regulations and geometrics of access points are very closely associated with traffic volumes and operations, right-of-way, land use and zoning control.

It is understood that residential, commercial and industrial growth within an expanding area is inevitable. Therefore, it is necessary to provide access to these concerns in accordance with a well developed plan, as compatible as possible with the adjacent highway facilities, as it can easily be shown that traffic congestion adversely affects conditions for ingress and egress, produces accidents, interferes with the effective operation of fire and police forces and, in general, reduces the enjoyment of many phases of daily life and activity.

## 2.2 DEFINITIONS

Access Control	<p>Those facilities where the right of owners or occupants of abutting land, or other persons, to access, light, air or view in connection with a highway, road, street or trafficway is fully or partially controlled by the County Authorities.</p> <ol style="list-style-type: none"> <li>1. Full           <p style="margin-left: 40px;">The access is controlled to such a degree that no access will be permitted directly to the roadway from abutting property. The physical means of access shall be limited to interchange ramps, approaches or other facilities located on public right-of-way at points designated by the County Authorities for specific entrance to or exit from the facility by the general public.</p> </li> <li>2. Partial           <p style="margin-left: 40px;">The access is controlled to such a degree that the public access will be restricted to interchange ramps, at-grade intersections, approaches or other facilities located on public right-of-way. Private driveways may be permitted at locations designated by the County Authorities solely for residential or agricultural purposes, when so agreed or stipulated with the property owner, when access rights are required. Any permit for such an entrance will show the use limits. No direct access for commercial or industrial use will be allowed. All other access for abutting property will be as indicated for Full Access Control Facilities. Median openings for U-turns for public use may be provided in accordance with established criteria.</p> </li> <li>3. Normal           <p style="margin-left: 40px;">The rights of abutting property owners of access to the public roadway are recognized. On these facilities, entrances to the roadway will be allowed for abutting property, providing such access points comply with the standards and regulations established by the County Authorities.</p> </li> </ol>
Approach Pavement	<p>The portion of roadway adjoining the traveled way, including tapers, for recovery lanes, deceleration, speed change, turning movements or other purposes supplementary to the through traffic movement. The auxiliary lane may be existing or proposed to be constructed by the Applicant.</p>
Channelization	<p>The separation of conflicting traffic movements into defined paths of travel by use of pavement markings, raised islands or other suitable means to facilitate the safe and orderly movement of traffic.</p>
County Authorities	<p>The Board of Commissioners of Henry County, Indiana, the Henry County Highway Engineer and/or the Supervisor of the Henry County Highway Department.</p>
Commercial	<p>The purchase, sale or other transaction involving the handling or disposition (other than that included in the term "Industrial" as defined herein) of any article, substance or commodity for profit or livelihood, including, in addition, operation of automobile or trailer courts, tourist</p>

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	courts and motels, public garages, office buildings, offices of doctors and other professionals, outdoor advertising signs and structures, public stables, recreational and amusement enterprises conducted for profit, shops for the sale of personal services, places where commodities or services are sold or are offered for sale either by direct handling of merchandise or by agreements to furnish them, but not including dumps and junk yards.
Design Speed	A speed determined for design and correlation of the physical features of a highway that influence vehicle operations. It is the maximum safe speed that can be maintained over a specified section of the highway when conditions are favorable, so that the design features of the highway govern.
Design Volume	A volume determined for use in design, representing traffic expected to use the facility. Unless otherwise stated, it is an hourly volume.
Divided Highway	A highway with separate roadways for traffic in opposite directions.
Driveway	Every way or place not in the right-of-way of any public highway that is used for vehicular traffic.
Entrance	The connecting line of the driveway and the approach.
Highway, Road, Street or Roadway	A general term denoting a public way for the purposes of vehicular travel, including the entire area within the right-of-way. Recommended usage in urban area: roadway or street; in rural area: highway or road.
Industrial	The manufacture, fabrication, processing, reduction or destruction of any article, substance or commodity or any other treatment thereof in such a manner as to change the form, character or appearance thereof, and including storage elevators, truck storage yard warehouses, wholesale storage and other similar types of enterprise.
Median	The portion of a divided highway separating the traveled ways for traffic in opposite directions.
Median Lane	A speed-change lane within the median to accommodate left-turning vehicles.
Multi-Residential	A building or buildings designed and used for occupancy by three (3) or more families, all living independently of each other, and having separate kitchen and toilet facilities for each family.
Operating Speed	The highest overall speed at which a driver can travel on a given highway under favorable weather conditions and under prevailing traffic conditions without at any time exceeding the safe speed as determined by the design speed on a section by section basis. On posted sections of highways, roads and streets, the properly posted speed can be considered the operating speed.
Parking Capacity	Maximum number of parking spaces available within the proposed facility having clear access to each space.
Permit	An authorization to construct an access driveway of a specified class granted by the local governing agency upon application and in accordance with this Ordinance.

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Permittee	The Applicant for the permit to whom the Board authorizes such permit.
Residential	A detached building designed or used exclusively for occupancy of one (1) or two (2) families and having kitchen and toilet facilities for each family.
Right of Access	The right of ingress to a highway from abutting land and egress from highway to abutting land.
Right-of-Way	A general term denoting land, property or interest therein, usually in a strip, acquired for or dedicated to street, roadway or highway purposes to include any additional right-of-way as designated in the Comprehensive Plan of the responsible planning agency.
Road	See Highway.
Setback Line	A line outside of the right-of-way, established by public authority, on the highway side of which the erection of buildings or other permanent improvements is controlled.
Sight Distance	The length of unobstructed view required by a motorist entering the traffic stream from a stopped position with the front of the bumper five (5) feet from the edge of the traveled way.
Site	An area consisting of one (1) or more contiguous lots or parts of lots that is to be used as one (1) consolidated area.
Speed Change Lane	An auxiliary lane, including tapered areas, primarily for the acceleration or deceleration of vehicles entering or leaving the through traffic lanes.
Stacking	The distance between the right-of-way line and the (extended) driveway access point.
Street	See Highway.
Traffic Lane	The portion of the traveled way for the movement of a single line of vehicles.
Traveled Way	The portion of the roadway for the movement of vehicles, exclusive of shoulders, berms and auxiliary lanes.
Zoning	The division of a municipality (or other governmental unit) into Zoning Districts and the regulation within those Zoning Districts of the height and bulk of buildings and other structures, the area of a lot that may be occupied and the size of required open spaces, the density of population and the uses of buildings and land for trade, industry, residence or other purposes.

### **2.3 APPLICATION REQUIREMENTS**

- A. No person, firm, corporation or Developer shall construct any entrance, driveway or approach connecting with any public roadway, nor shall any curb along such roadway be cut or removed without a written permit from the County Authorities and then only in accordance with the regulations and requirements contained herein.

- B. The County Authorities shall determine and establish such requirements and restrictions for such private entrances, driveways and approaches as may be necessary to provide for drainage of the roadway, for preservation of the roadway and for the safety and convenience of traffic on the roadway.
- C. Such regulations and requirements to facilitate stacking may include the minimum distance that gasoline pumps, buildings and other structures to which such private entrances, driveways or approaches make a connection may be placed next to the right-of-way line of the roadway or next to the outside edge of sidewalks along those roadways.
- D. All work on such private entrances, driveways and approaches shall be done under the supervision and to the satisfaction of the County Authorities and the entire expense of constructing such private entrances, driveways and approaches shall be borne by the person, firm, corporation or Developer to whom such permit is given.
- E. The County Authorities are authorized to require, before granting such a permit, that a sufficient bond be given or cash deposit be made with the County Authorities to ensure the carrying out of the terms of such permit, which bond or deposit shall be returned when the requirements of the permit have been met.
- F. The owners or occupants of the abutting property shall maintain and keep in repair all such private entrances, driveways and approaches that shall be constructed or maintained in such a manner as to not obstruct or interfere with the roadway, the traffic thereon or with any drain or ditch that has been constructed on or that serves that highway.
- G. When any roadway is constructed, the construction of all public road approaches and existing private approaches, together with the drainage structures required for its protection, shall be included as a part of the improvement of the roadway. The County Authorities may require the changing of the location of any existing drives, in the interest of safety to the motoring public, when the roadway is constructed or reconstructed, and such person, firm, corporation or Developer owning or occupying the abutting property shall make such change in location under the direction of the County Authorities. Upon the completion of the roadway, the owners or occupants of adjoining land shall keep in repair all private approaches or driveways from such highways.
- H. When there is a change in the type of business and/or land use of an existing property, regardless of how slight or minor, a new application for a permit must be submitted to the County Authorities for approval of existing driveways or changes that may be required.
- I. The person, firm, corporation or Developer must obtain a driveway permit before an Improvement Location Permit and/or Building Permit will be issued.
- J. Any person, firm, corporation or Developer violating any of the provisions of this section shall be subject to a fine not to exceed the amount set forth as a fine for such offense.
- K. The expense of relocation or replacement of any and all improvements within the right-of-way shall be the sole responsibility of the Permittee.
- L. In no case shall vehicles be allowed to stand on any portion of the roadway. It will be the Owner's responsibility to close the entrance of the facility before such a condition occurs.
- M. No entrance shall be altered, relocated or remodeled without permission of the County Authorities.

- N. Construction of entrance and approach shall be completed within one (1) year of issuance of such permit. If such construction is not completed, then a new permit application must be filed.
- O. The angle of any drive or approach shall be ninety (90) degrees unless otherwise approved by the County Authorities.
- P. When access is requested to a loading dock, there must be sufficient distance between the dock and the sidewalk or right-of-way to prevent encroachment while parking or maneuvering.
- Q. A Performance Bond shall be posted to ensure compliance with the terms of the permit at the discretion of the County Authorities.
- R. Liability insurance must be furnished according to the County Authorities' requirements.
- S. The County Authorities reserve the right to remove or barricade non-conforming access installations.

#### **2.4 APPLICATION: DRAWINGS AND INFORMATION REQUIRED**

All applications for permits under these regulations shall be accompanied by clear drawings, one (1) drawing to accompany each application form. Information to be shown on drawings shall include a plot plan to scale of the entire tract of land as recorded in the office of the County Recorder and properly dimensioned, including the proposed improvements, location and intended use. Said plot plan or additional attached detailed plans, to scale, shall depict the following:

- A. Property lines;
- B. Right-of-way lines and width;
- C. Nearest intersecting roads, streets or railroads on either side of proposed driveway;
- D. Width and type of road or street surface;
- E. Necessary and existing pipe, tile or other drains, stating size and kind;
- F. Existing utilities;
- G. Proposed and existing driveways and approaches;
- H. Distance from right-of-way lines to proposed and existing structures, including gasoline pumps, signs, barriers and landscaping, etc.
- I. Proposed type of surface and width of driveways;
- J. Proposed type of surface and width of approaches;
- K. Proposed type of surface, length and width of recovery and deceleration lanes, if required;
- L. Proposed radii;
- M. Proposed treatment of right-of-way area adjacent to and between approaches;



- N. Proposed rate of slope or grade of approaches and driveways; and
- O. Proposed internal parking details.
  - 1. Class III and IV entrance permit applications shall include a plot plan with all pertinent topography to scale and properly dimensional for at least one hundred fifty (150) feet in each direction of property and on both sides of all roadways affected; i.e., all existing driveway entrances, approaches and crossovers in the case of a median.
  - 2. Class I, II and V entrance permit applications shall include to reasonable scale and reasonable dimension all adjacent property in each direction of the property requiring access and on both sides of all roadways affected, all existing driveway entrances, approaches and, in the case of a median, crossovers.

## 2.5 TEMPORARY PERMITS

The issuance of a Temporary Permit for the construction of access driveways will be considered under the following circumstances:

- A. Existing facilities that have been designated “Limited Access Controlled Highways”; or
- B. Existing highways with normal access control that are scheduled for improvement.

The designation of an existing highway as a Limited Access Control Facility has brought about special problems as related to the issuance of permits for access driveways. This is especially true where the actual implementation of limited access control features is delayed for some period of time after the designation order and no program for acquiring access rights has been undertaken.

There are many cases under these conditions where a property owner abutting a facility that has been designated a “Limited Access Controlled Highway” is considering the development of commercial property. In some circumstances, the property owner or Developer might be willing to risk obtaining a considerable return on his investment if he could have direct access to the highway during the period in which plans are being developed and right-of-way obtained for physical conversion to “Limited Access Control” status. Under these and similar circumstances, and, in compliance with the regulations of the County Authorities, temporary access permits for the construction of driveways may be granted abutting owners, provided the proposed improvements to the property do not increase the cost of acquiring right-of-way and access rights.

The granting of temporary access permits for access to designated “Limited Access Control Highways” and to highways, roads and streets with normal control of access scheduled for improvement will be considered where such permits will be accepted by the Owner or Developer with the inclusion of a suitable clause protecting the County Authorities against improvement costs. First, such permits shall be prominently labeled “Temporary Driveway Permit.” The permit should then contain a paragraph worded essentially as follows:

“The Applicant hereby states that he is the owner of record of the tract of land to be served by the access driveway described herein, said land being situated in the County of Henry, State of Indiana. [Description of property here.] The Applicant understands that the above-described driveway is within the limits of designated limited access control or limits of existing or proposed public right-of-way and that such entrance will be removed or revised at such time as the County Authorities complete negotiations for access rights to the property or right-of-way. It is further understood that the Applicant will not claim additional damages because of the existence of the driveway described herein. It is also understood that this permit is accepted with the full understanding that any improvement or construction on the property

after [date] shall not be considered as increasing the value of the rights of access or right-of-way at such time as these rights are obtained for the purpose of developing the adjacent facility. It is also understood that this permit will expire and may be renewed within one (1) year from date of issue or upon negotiation of right-of-way, whichever is latest.”

Since temporary permits of this sort will have a direct bearing on the acquisition of access rights and right-of-way in the future, they are to be recorded in the deed or abstract and duly recorded with the proper agency. In case the property under permit changes ownership before the facility is physically converted to a limited access control facility or improved, as the case may be, a recorded permit will be more effective in maintaining the rights of the County Authorities as noted in the application. The same standards and criteria shall govern temporary driveway permits as previously outlined for all driveways to highway facilities.

## 2.6 CLASSES OF DRIVEWAY ENTRANCES

All entrances from highways, roads or streets to public or private property shall be generally classified as follows, and a permit shall be required:

### Class I: Residential Entrance

A driveway by which a road or street with a raised curb is connected to a one- or two-family residence and that is ordinarily used only by the owner or occupant of the premises, such as a garage, barn, residence or other improved property.

### Class II: Residential Entrance

A driveway by which a road or street without a raised curb, but only a shoulder or berm, is connected to a one- or two-family residential facility and that is ordinarily used only by the owner or occupant of the premises, such as a garage, barn, residence or other improved property.

### Class III: Commercial Entrance

A driveway or driveways by which a road or street with a raised curb is connected to public or private property that is multi-residential, commercial, industrial, school or church in nature.

### Class IV: Commercial Entrance

A driveway or driveways by which a road or street without a raised curb, but only a shoulder or berm, is connected to public or private property that is multi-residential, commercial, industrial, school or church in nature.

### Class V: Private Entrance

A driveway connecting a road or street with unimproved property that is not used commercially, such as fields or vacant lots.

## 2.7 GENERAL SPECIFICATIONS FOR ENTRANCES

**Table 1**  
**Entrance Specifications**

Class	Maximum Driveway Width	Divided Entrance	Recommended Entrances per Road or Street	Approach Pavement Required
I	16	NO	1	NO
II	16	NO	1	NO
III	30	YES	2	YES*
IV	30	YES	2	YES*
V	20	NO	1	NO

\* Approach pavements may be required as specified herein or as required by County Authorities.

- A. Class I, Class II and Class V Entrances for Residential, Private Garages and Other Improved and Unimproved Properties.

### General Requirements

1. The application shall be accompanied by a plot plan, properly dimensioned, showing all existing driveway entrances, approaches and other pertinent features.
  2. Common driveways for adjacent property owners are encouraged, provided a written agreement between the property owners is properly documented.
  3. The location of driveways shall be such that no part of the radius shall extend beyond the extension of the adjacent property line, unless a written agreement is obtained from the adjacent property owner.
  4. Drive approach surfaces shall be of a type acceptable to the County Authorities, but in any case, they shall be of a material similar to the adjacent roadway.
  4. All access geometrics, such as entrance, location and driveway width, shall be in accordance with Title 3, Appendix C.
- B. Class III and Class IV Entrances for Multi-Residential, Commercial, Industrial, School and Church Properties
1. General Requirements
    - (a) No application for access to a public road, street or highway will be considered until all facilities within the Development have been agreed upon. A completed site plan showing proposed use, improvements and layout of parking spaces shall be submitted to the County Authorities.
    - (b) The application shall be accompanied by a plot plan and site plan (Minimum Scale: one (1) inch equals fifty (50) feet), properly dimensioned, showing all existing driveway entrances, approaches and other pertinent planimetric and topographical features for a distance equal to the sight distance as shown in Table 2.

**Table 2**  
**Sight Distance Requirements**

<b><u>MPH*</u></b>	<b><u>DISTANCE</u></b>
20	150 feet
30	200 feet
40	300 feet
50	450 feet

*\* Based on Posted Speed Limits*

- (c) All access geometrics (Minimum Scale: one (1) inch equals fifty (50) feet), such as entrance location, driveway spacing and width, deceleration, recovery and passing lanes, shall be in accordance with Appendix 3.
  - (d) It will be the responsibility of the Permittee to construct any and all improvements as set forth by the approved application at the time of the entrance construction.
2. Special Requirements
- (a) Two entrances may be permitted with a minimum of one hundred fifty (150) feet frontage, based on anticipated traffic generation, provided the distance from any driveway approach to an adjacent property line or alleyway is a minimum of ten (10) feet. Minimum distance between drives shall be fifty (50) feet.
  - (b) Divided entrance may be required for major traffic generators. The County Authorities reserve the right to permit or require a divided entrance, based on the parking capacity of the establishment and the effect on the traffic service of the adjacent highway. Driveways shall be operated in a one-way pattern. Additionally, the length of the median and barrier curb along the right edge of the entrance shall be of sufficient length to preclude the internal conflicts within the parking lot from causing interference with traffic on the roadway.
  - (c) Entrances for use primarily by tractor-trailer combinations may be permitted by the County Authorities. Wheel path templates shall be used to determine geometric design.
  - (d) Traffic control signals, if warranted, shall be in accordance with current standards. Signals installed at entrances or exits directly to or from the Development will be installed and power furnished in compliance with the "Industrial and Commercial Signal Policy" and in accordance with the terms of the permit. Subsequent to installation, all traffic control signals will be operated, maintained and become the property of the industrial or commercial establishment requesting the signal. The County Authorities shall determine the need for signal control, the design and type of signal to be installed. The County Authorities shall regulate the timing and synchronization of the signals. A signed agreement between the Permittee and the County Authorities will be required.
  - (e) Median crossovers on divided highways will not be permitted unless the spacing is in conformance with dimension "P" as indicated on Title 3, Appendix C.

### 3. Design Details

- (a) For establishments or Developments with high turnover rates and limited parking areas (drive-in restaurants, drug stores, grocery stores, etc.), the parking spaces shall be laid out in such a manner as to preclude entering vehicles from interfering with traffic on the roadway.
- (b) The closest edge of the driveway shall be a minimum of fifty (50) feet or twenty-five (25) percent of the frontage, whichever is greater, from the existing or future proposed right-of-way line (extended) of the intersecting road or street. (See Title 3, Appendix C.)
- (c) The capacity and stacking requirements of the subject intersection shall be checked by the County Authorities, based on a projection of the existing traffic for a period of ten (10) years, and if the indicated minimum dimensions are below stacking requirements, they shall be increased accordingly.
- (d) The Permittee shall be responsible for any curbings, pavement widening, deceleration lanes, recovery lanes, islands or drainage structures required. All construction shall be of a structural design and type acceptable to the agency responsible for the adjacent public roadway.
- (e) No part of the driveway entrance may extend beyond a line extended perpendicularly from the roadway centerline to the point of intersection of the property line and right-of-way without the written permission of the adjacent property owner.
- (f) When the parking or driving area of a property is adjacent to a sidewalk or an alley, then a non-mountable barrier must be constructed to prevent encroachment.

**TITLE 3**

**APPENDIX**

- A. Major Streets and Highways Plan  
(Official Thoroughfare Plan)
  - Major Collector Roads
  - Minor Collector Roads
  - Local Roads
- B. Minimum Standard Cross-Sections      Sheets 1 through 8
- C. Minimum Standard Details                Sheets 1 through 9