



Franklin County Access Management Regulations

For the Unincorporated Areas of Franklin County,
Ohio



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Adopted by the Franklin County Commissioners – 12/17/2013

**Office of the Franklin County Engineer
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Chapter 1 – Overview

1.0 House Bill 366 and ORC 5552

In 2002, the Ohio General Assembly adopted House Bill 366, now Chapter 5552 of the Ohio Revised Code (ORC), to allow counties and townships to develop access management regulations for all county and township roads.

1.1 What is Access Management?

Access management is the systematic control of the location, spacing, design, and operation of driveways, median openings, interchanges, and street connections to a roadway to provide adequate access to property while preserving the flow of traffic through the reduction of conflict points. It may also involve roadway design applications, such as median treatments and auxiliary lanes, and the appropriate spacing of traffic signals.

1.2 Why is Access Management Important?

Access management protects the public's investment in its road/transportation system and extends the life of roads and streets. It addresses access issues, reduces traffic conflicts, congestion and delay, and improves public safety. It lessens friction in the traffic stream thereby reducing driver tension and overcoming the potential adverse economic impact to an area caused by congestion.

1.3 Who are the Beneficiaries of Access Management?

Beneficiaries of access management include:

- Motorists
 - Fewer decision points and traffic conflicts
 - Less congestion; fewer traffic delays; reduced travel time
 - Reduced accidents; improved safety
 - Reduced driver tension
- Pedestrians
 - Fewer access points with vehicle/pedestrian conflicts
 - Clearly defined walking areas and safety islands
- Cyclists
 - Fewer decision points and traffic conflicts
 - More predictable motorist travel patterns
- Transit Riders
 - Reduced delay and reduced travel times
 - Safer, more comfortable walking environment at stops
 - Transit stops more convenient and connected
- Businesses
 - Served by more efficient roadway system
 - More stable property values due to managed corridor
 - More predictable and consistent development environment
 - Market area increased; greater attraction to customers

- Communities
 - Safer transportation system
 - Less potential for road widening and displacement of owners
 - More attractive roadway corridors
 - Investment in transportation facilities preserved
- Government Agencies
 - Transportation investment protected
 - Lower cost of delivering safe and efficient system
- Developer
 - Set an expectation for future access by the developer.

Chapter 2 - Introduction

2.0 Authority

The Franklin County Access Management Regulations derive from the powers conferred on the Franklin County Commissioners by Section 5552.02 and Section 5552.06 of the Ohio Revised Code. (The Franklin County Engineer has been designated to administer the Franklin County Access Management Regulations per Section 5552.10 of the Ohio Revised Code.) See Resolution Number 0922-13, approved on 12/17/13 by the Franklin County Commissioners as prescribed in the Ohio Revised Code. The Franklin County Access Management Regulations shall be in full effect starting on 12/17/17.

2.1 Purpose and Goal

2.1.1 Purpose

The purpose of these regulations is to protect public health, safety and welfare and promote the efficiency of the traveling public through the establishment of the principles and policies for access management on designated unincorporated Franklin County and township roadways.

2.1.2 Goals

The goals of these regulations are to:

- a. Promote development and redevelopment activities in the unincorporated areas of the county.
- b. To promote public safety by minimizing accidents by reducing the number of conflict points on unincorporated county and township roadways.
- c. To improve the driving experience by increasing mobility and decreasing delay.
- d. To minimize costs by making more efficient use of existing and proposed roads.
- e. Provide a consistent practice for providing access.
- f. Reducing a variable in the development process.

2.2 References and Resources

The standards and specifications applied in these Access Management Regulations are based on engineering judgment and the following standard engineering references used by the Franklin County Engineer's Office (FCEO). The citation of standard engineering reference works always refers to the latest publication or edition of the work as amended.

- 2.2.1 ODOT State Highway Access Management - Policy 21-002(P) - Effective March 31, 2005.
- 2.2.2 Ohio Manual of Uniform Traffic Control Devices, (OMUTCD), Ohio Department of Transportation, Columbus, Ohio, or the National Manual of Uniform Traffic Control Devices (NMUTCD) if adopted by the State of Ohio.
- 2.2.3 A Policy on Geometric Design of Highway and Streets, American Association of State Highway and Transportation Officials, Washington, D.C.
- 2.2.4 Location and Design Manual, Ohio Department of Transportation, Columbus, Ohio.
- 2.2.5 Construction and Materials Specifications Manual, Ohio Department of Transportation, Columbus, Ohio.

- 2.2.6 Standard Construction Drawings, Ohio Department of Transportation, Columbus, Ohio.
- 2.2.7 Trip Generation Manual, Institute of Transportation Engineers, Washington, D.C.
- 2.2.8 Roadside Design Guide, American Association of State Highway and Transportation Officials, Washington, D.C.
- 2.2.9 Highway Capacity Manual, Transportation Research Board, Washington, D.C.
- 2.2.10 Access Management Manual, Transportation Research Board, Washington, D.C.
- 2.2.11 Franklin County Official Thoroughfare Plan, Franklin County Engineer's Office, Franklin County, Ohio
- 2.2.12 Franklin County Subdivision Regulations, Franklin County Planning Commission, Franklin County, Ohio.

2.3 Applicability

- 2.3.1 These regulations SHALL ONLY APPLY to the unincorporated areas of Franklin County with respect to:
 - a. New developments on any parcel of property not subject to regulations for major subdivisions adopted under Chapter 711 of the ORC.
 - b. Changes of use of existing development on any parcel of property not subject to regulations for major subdivisions adopted under Chapter 711 of the ORC.
 - c. Lot splits or minor subdivisions, subject to approval without platting under ORC Sections 711.131 and 711.133.
- 2.3.2 These regulations SHALL NOT APPLY to incorporated areas of Franklin County or the following:
 - a. Major subdivisions, subject to platting approval under the Franklin County Subdivision Regulations.
 - b. State or federal routes.
 - c. Township roads in Franklin County Townships that have adopted access management regulations.
 - d. Streets, highways, or other roadways located in a municipal corporation.
 - e. Any access point that exists, or on which construction has begun, before the effective date of the regulations or amendment, except when such access point is reconstructed or relocated or when land use is changed in a way that increases the types of traffic or traffic volume on a street or highway as per Section 3.8, Access Management Procedures.
- 2.3.3 Access Responsibility
It should be noted that, even in situations that do not fall within the realm of these access management regulations, the Franklin County Engineer's Office (FECO) shall have the responsibility for ensuring that any new access onto a county road meets all safety and capacity requirements as identified in all FECO permit documents.

- 2.3.4 **Approved Access Management Corridor Studies**
The recommendations/standards of an approved corridor study, as approved by the FCEO and Franklin County Board of County Commissioners, shall take precedence over these regulations when such recommendations or standards are in conflict with these Access Management Regulations.
- 2.3.5 **Severability**
Any part of this document that is found to be unlawful by the court(s) having competent jurisdiction in the matter shall not invalidate any part of the remaining regulations.

2.4 **Definitions and Abbreviations**

- 2.4.1 **AASHTO** – The American Association of State Highway and Transportation Officials. A nonprofit, nonpartisan association representing highway and transportation departments in the 50 states, the District of Columbia, and Puerto Rico with a primary goal to foster the development, operation, and maintenance standards for an integrated national transportation system.
- 2.4.2 **Access Classification** – A classification system that defines driveways according to their purpose, use and volume of traffic.
- 2.4.3 **Access Connection** – Any connection to a road or street which permits access to or from the road or street by vehicles, equipment, cars, trucks, buses, bicycles, pedestrians or motorbikes/motorcycles, for the purpose of crossing the road or street or accessing the road or street. An access connection may be a street or driveway.
- 2.4.4 **Change of Use** – Any legal land use that differs from the current use that represents an increase in density, building gross square footage or that represents an increase in developed land area.
- 2.4.5 **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 access connection.
- 2.4.6 **Driveway** – A vehicular travel way used to provide access from a street to dwelling units; retail, commercial or industrial activities.
- 2.4.7 **Driveway/Access Permit** – A document received from the FCEO indicating approval of the location of the proposed driveway/access connection.
- 2.4.8 **Easement** – Agreement, legally recorded with Franklin County, granted by a landowner giving permission to another party for a specified purpose or use of a designated portion of property.
- 2.4.9 **FCEO** – Franklin County Engineer’s Office.
- 2.4.10 **Full Access Drive** – An entrance/exit allowing complete use of all possible turning movements.

- 2.4.11 Functional Classification (Road Classification) – A hierarchical system of roadways, streets and highways in a hierarchy according to the type of service they provide. Higher classified roads primarily serve traffic through movements at higher speeds. Access to adjoining land is subordinate. The primary purpose of lower classified roads, on the other hand, is to provide access to land and neighborhoods where through traffic is discouraged. All other roadways within the hierarchy serve both of these functions to varying degrees. Refer to the Franklin County Official Thoroughfare Map for functional classifications.
- 2.4.12 Intersection - A road junction where two or more roads or streets either meet or cross at grade.
- 2.4.13 Joint or Cross Access Drives – A single access connection between two or more contiguous sites connecting the sites to a public roadway that serves more than one property or developments including those in different ownership as legally recorded with Franklin County.
- 2.4.14 Limited Access Drive – An entrance/exit where one or more possible turning movements are prohibited.
- 2.4.15 Level of Service – A measure describing operational conditions within a traffic stream.
- 2.4.16 Shared Drive – A vehicular travel way used to provide access from a street to two dwelling units (see also “Street, Private”).
- 2.4.17 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.
- 2.4.18 Street, Private – An approved travelway, approved by the FECO and constructed on private property, serving more than two properties, for which the public has no authority, responsibility or liability to maintain or plow. Private streets cannot be converted to public streets in the future unless constructed to public standards.
- 2.4.19 Subdivision Regulations –The Franklin County Subdivision Regulations as enacted and amended by the Franklin County Planning Commission.
- 2.4.20 Subdivision, Major – The division of land creating more than five lots, including the original parcel or the division of land that does not meet the specific criteria of a minor subdivision or large lot development.
- 2.4.21 Subdivision, Minor – The division of land of up to four lots, each less than five acres in size.
- 2.4.22 Throat Length – The distance along the centerline of a driveway to the first on-site location at which a driver can make a right or left turn measured either from the roadway’s face of curb or from the edge of the shoulder where no curb is present (see Figure 3, page 29).

- 2.4.23 Traffic Impact Study (TIS) – A study which assesses the effects that a particular development’s generated traffic will have on the transportation network in the surrounding area. These studies can determine what type of roadway improvements may be necessary. The study can also be used to determine whether the development is appropriate for a particular site (See Section 3.2, Traffic Impact Study for requirements).
- 2.4.24 Trip or Trip End – A single or one-directional vehicle movement with one origin and one destination inside a study area. A vehicle entering a property is a trip, and the same vehicle leaving a property is a second trip.
- 2.4.25 Variance – A granting of permission to depart from the standards and requirements of the rules and regulations because of unique circumstances or existing special conditions.

2.5 Implementation

2.5.1 Conformance with Regulations

After __/__/__, all vehicular access and connections to county and township roadways shall be regulated in accordance with the provisions of the Franklin County Access Management Regulations or in accordance with policies, standards, and requirements adopted by urban townships as provided in Section 5552.02 of the Ohio Revised Code. No person shall construct any new access or modify an existing access resulting in a change of use as defined in Section 3.8, Access Management Procedures, that provides direct vehicular movement to or from any county or township roadway to or from property abutting a county or township road without a valid access permit issued by The Franklin County Engineer’s Office.

2.5.2 Exemptions

All access connections providing vehicular movement to or from a county or township road and in use prior to __/__/__ or constructed in accordance with a valid permit issued by the Franklin County Engineer’s Office shall be considered exempt from the policies, requirements, criteria, and standards of the Franklin County Access Management Regulations.

2.5.2.1 Any exemption provided under Section 2.5.2, Exemptions, shall remain in effect until or unless the provisions and conditions as defined in Section 3.8, Access Management Procedures, become applicable to the access connection.

2.6 Fees

The FCEO may charge fees to defray the costs of administering access management permits in accordance with ORC Chapter 5552. Such fees may include fees for administering the application, reviewing plans, construction inspection, ensuring compliance with the regulations and issuing the permit and shall be collected as a part of the application process for the permit. A schedule of fees can be obtained from the FCEO.

2.7 Relationship to Other Laws and Regulations

The following rules and regulations shall apply to application of these Access Management Regulations:

- 2.7.1 All current rules and regulations of the Franklin County Planning Commission (FCPC) for platting land shall apply.
- 2.7.2 All current township zoning resolutions shall apply outside of the public right-of-way.
- 2.7.3 In cases where Franklin County or Township zoning regulations conflict with these access management regulations on private property outside of the public right-of-way, the Township zoning regulation regarding driveways and access shall prevail. In any case, these access management regulations should coordinate access points with the zoning regulations to ensure connectivity.
- 2.7.4 These regulations shall apply to all access requests and/or driveway permit applications received on or after the effective date of this document.

2.8 Administration and Review

The FCEO, in its review of plans and in the enforcement of these regulations, may use its discretion, as needed, to provide reasonable administrative relief from the rules and regulations. In such instances where such deviation is considered, it will not be detrimental to the public health, safety and welfare or to the efficiency of the traveling public.

Chapter 3 – Administration and Enforcement

3.0 Purpose

This section sets forth the procedures and requirements governing the issuance of permits by The Franklin County Engineer's Office (FCEO) for use or occupancy of right-of-way on county and township roadways for the purpose of constructing and/or using private driveways and approaches and/or public road and street intersections and/or private road and street intersections connecting with county or township roadways, as provided for in Section 2.3, Applicability.

3.1 Preliminary Meeting Recommended, but Not Required

3.1.1 It is strongly recommended that applicants seeking access permits for large, high volume residential, industrial, and/or commercial and retail development (sites potentially generating 100 or more trip ends in the peak hour) request a preliminary meeting with the appropriate FCEO personnel. A preliminary meeting is recommended for access proposals whose traffic generation may require more detailed study including a traffic impact study (See Section 3.2, Traffic Impact Study). Applicants should provide sufficient materials such as preliminary maps, plans, and documents to illustrate the site, the size and type of proposed land use, estimated traffic volumes and vehicle types generated by the site, adjacent public roads and highways, and any existing or available access points.

3.1.2 A preliminary meeting provides the Engineer's Office personnel an early opportunity to examine the feasibility of the access proposal with the applicant and to consider whether it is permissible under Franklin County's access management standards through a Memorandum of Understanding (MOU). Personnel will decide whether a traffic impact study and/or construction plan and/or surety are warranted, and if so, to define their scope. They can discuss site-specific conditions and options for site access location and design, review the applicability of requirements in the Franklin County Access Management Regulations, and agree on the necessary materials to be submitted with the formal permit application.

3.1.3 Preliminary discussion of these matters can expedite later review and evaluation of the permit application. Comments, suggestions, and recommendations made during any preliminary meeting are in no way binding upon the FCEO in subsequent evaluation of a formal permit application, plan review, or decisions about the issuance of a permit.

3.2 Traffic Impact Study

As circumstances warrant, the FCEO may require a traffic impact study (TIS) be performed.

3.2.1 The FCEO request for a traffic impact study or the applicant's performance of a traffic impact study does not presume the subsequent approval of an access request or issuance of an access permit by the FCEO. Issuance of a permit is based on the results of the traffic impact study showing to the satisfaction of the FCEO that the access proposal or its modifications will not degrade the traffic operation and function of the roadway, that improvements required by the proposal or its modifications are consistent with the Franklin County Access Management Regulations, and that they are feasible and implementable. ***A MEMORANDUM OF UNDERSTANDING shall be submitted to the FCEO prior to the commencement of any required TIS.***

3.2.1.1 Requirements

The need for either a detailed traffic impact study or an access study will be identified when rezoning, variance or plan approval applications are filed (or discussed) with public officials. The FCEO may also identify the need for a TIS or operations analysis in response to an access permit application.

- 3.2.1.1.1 Study Warrants for a Traffic Impact Study: A complete traffic impact study (TIS) will be requested for any proposed development or redevelopment that meets one or more of the following criteria:
- a. Significantly-sized project. A development meets this criterion if it generates more than 100 trip ends (i.e., two-way vehicle-trips) during any one hour of an average weekday (or weekend for certain types of development, if applicable). These trip ends shall be calculated using the latest edition of *Trip Generation* as published by the Institute of Transportation Engineers (or upon special studies of unique land-uses as approved by FCEO).
 - b. Modifications to roadways. This criterion is met when the proposed development is expected by FCEO to significantly impact a roadway segment, or roadway segments, identified in the Thoroughfare Plan and/or improvement programs of the village, township, county, state, or other jurisdictions. This criterion is also met when access for the proposed development occurs on a public road that may be widened or improved in accordance with adopted Thoroughfare Plans.
 - c. Nearby congestion. A development meets this criterion if the proposed development is expected, in the opinion of FCEO staff, to significantly impact surrounding roadways, intersections, or sets of intersections which are already operating at level of service "D" or worse during any hour (on a design day, or days, selected for analysis purposes). The level of service will be determined by an analysis prescribed in the current edition of the Highway Capacity Manual (Transportation Research Board) using data that reflects the current traffic conditions.

- d. High traffic impact area. This criterion is met when, in the opinion of FCEO staff, the proposed development is located in a high traffic impact area. A high traffic impact area requires special sensitivity to traffic condition changes due to existing congestion, problematic circulation patterns, burgeoning traffic operations problems, or other traffic conditions of special concern. A traffic impact study will be requested for any proposed new development or modifications to existing development within a high traffic impact area.
- e. Multiple Drives. The number of driveways should be kept to a minimum whenever possible. Applications requesting multiple drives are required to prepare a Traffic Impact Study as set forth in Section 5.0.1.

3.2.1.1.2 Minimum Criteria for an Access Study. An access analysis will be requested for applications which do not meet the warrants for a detailed traffic impact study identified but meet any one of the following conditions:

- a. Requests for a driveway (or driveway modification) on any public road.
- b. Existing sight distance limitations or high accident experience adjacent to the subject site.
- c. Modifications to a site plan for an existing development where the proposed parking layout and/or internal circulation system could affect traffic operations on the external roadway system.

Examples of access analyses include studies of proposed driveway and intersection geometry and control, turn lane needs and design, accommodation of projected queuing conditions, accident experience and safety, and traffic signal warrant and progression analysis.

3.2.1.2 Contents of a Traffic Impact Study

A. Prior to commencing the preparation of a Traffic Impact Study, the preparer shall contact appropriate FCEO staff to outline the scope of the study and develop a Memorandum of Understanding (MOU). Other participants in this pre-meeting may include representatives of the affected jurisdiction and agencies as deemed appropriate by the FCEO. The participants at the meeting shall identify and discuss the following issues and needs prior to the preparation and submission of a TIS:

1. Study area
2. Study years
3. Development phasing, if applicable
4. Field data collection requirements
5. Acceptable data associated with traffic volumes, accident history, and signal operations
6. Peak traffic hours (analysis hours)
7. Trip generation, trip distribution, and assignment methods

8. Applicable planning documents (including the County's Thoroughfare Plan)
9. Other traffic impact studies prepared for developments in the study area
10. Utilization of travel demand models
11. Background traffic and growth factors
12. Acceptable levels of service (LOS)
13. Analysis methodology and software (capacity, signal warrants, etc.)
14. Safety issues (sight distances, accident data, etc.)
15. Committed and planned roadway improvements and schedule
16. TIS submittal date

The FCEO shall have final say as to what issues and needs are to be addressed by the applicant.

- B. Unless otherwise agreed upon, the TIS shall consist of the following:
1. Title Page
 - a. Development name and location
 - b. Name of applicant
 - c. Stamp, date and signature of a professional engineer (preparer)
 - d. Name and contact information of preparer
 2. Introduction
 - a. Purpose and study objectives
 - b. Description of proposed development
 - c. Summary of revisions
 3. Summary of Area Conditions
 - a. Study area boundaries
 - b. Study area land uses
 - c. Description of existing roadway network (lane usages, lane widths, traffic control devices, speed limits, etc.)
 - d. Location of proposed site access(es) (reference exhibit)
 - e. Evaluation of sight distance from proposed access(es)
 - f. Existing traffic volumes
 - g. Accident experience (when requested)
 4. Traffic Volume Projections
 - a. Summary of trip generation calculations referencing the most recent edition of the ITE Trip Generation Manual (The FCEO 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 FCEO prior to its use in any TIS).
 - b. For phased developments expected to take longer than 5 years, include trip generation calculations for each phase and for full build-out.
 - c. Internal trips and pass-by trip adjustments
 - d. Background traffic adjustments based upon growth rate supplied by the FCEO.

5. Analysis – Evaluate existing and opening day conditions, full build (or phases when applicable) and full build year + 10 year conditions. Define the traffic impacts of site generated traffic and identify measures to mitigate the projected impacts. Analyze both AM and PM peak hours (additional hours may be requested by the FCEO in some cases). All tables, graphs, charts, etc. used in this analysis must be contained within the report or the appendices.
 - a. Level of Service, Capacity Analysis – According to most recent edition of the FHWA Highway Capacity Manual
 - b. Turn Lane Warrant Analysis – Per the ODOT State Highway Access Management Manual
 - c. Turn lane lengths calculated per the ODOT Location and Design Manual, Volume One
 - d. Traffic Signal Warrant Analysis (when applicable) – Per MUTCD
6. Conclusions and Recommendations
 - a. Proposed LOS Mitigation
 - b. Proposed safety improvements
7. Appendices
 - a. Site Access and Roadway Plan
Plans showing site access and any roadway improvements/modifications shall be submitted with all requested traffic impact studies and/or traffic operations analyses. These plans should be at a scale of 1 inch equal to 100 feet or larger (e.g., 1" = 50', 1" = 20'). The required scale depends upon the stage and level of planning/design and will be specified by the appropriate reviewer(s).

The site access and roadway plan(s) shall be of sufficient detail to show:

1. Location and spacing of all site access points and driveways (including relationships to other nearby roadways, intersections, and driveways)
2. External roadway improvements/modifications
3. Lane configurations and control
4. Queuing and vehicle storage distances
5. Spacing of traffic signals to permit proper traffic progression on the adjacent roadway system
6. Sight distances
7. Adequate pedestrian, bicycle, and public transit provisions (if applicable)
8. Sufficient emergency and service/delivery access, and
9. Proper on-site circulation and parking layout so as not to affect traffic flow and operations on the external street system

More detailed location and design studies may be requested to deal with such items as geometrics, right-of-way requirements, topography, physical constraints, and sight distances.

- b. Traffic Volume Data
- c. Analysis Summaries and Computer Outputs
- d. Pertinent Correspondence

3.2.1.3 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 written documentation to be submitted with the Traffic Impact Study.***

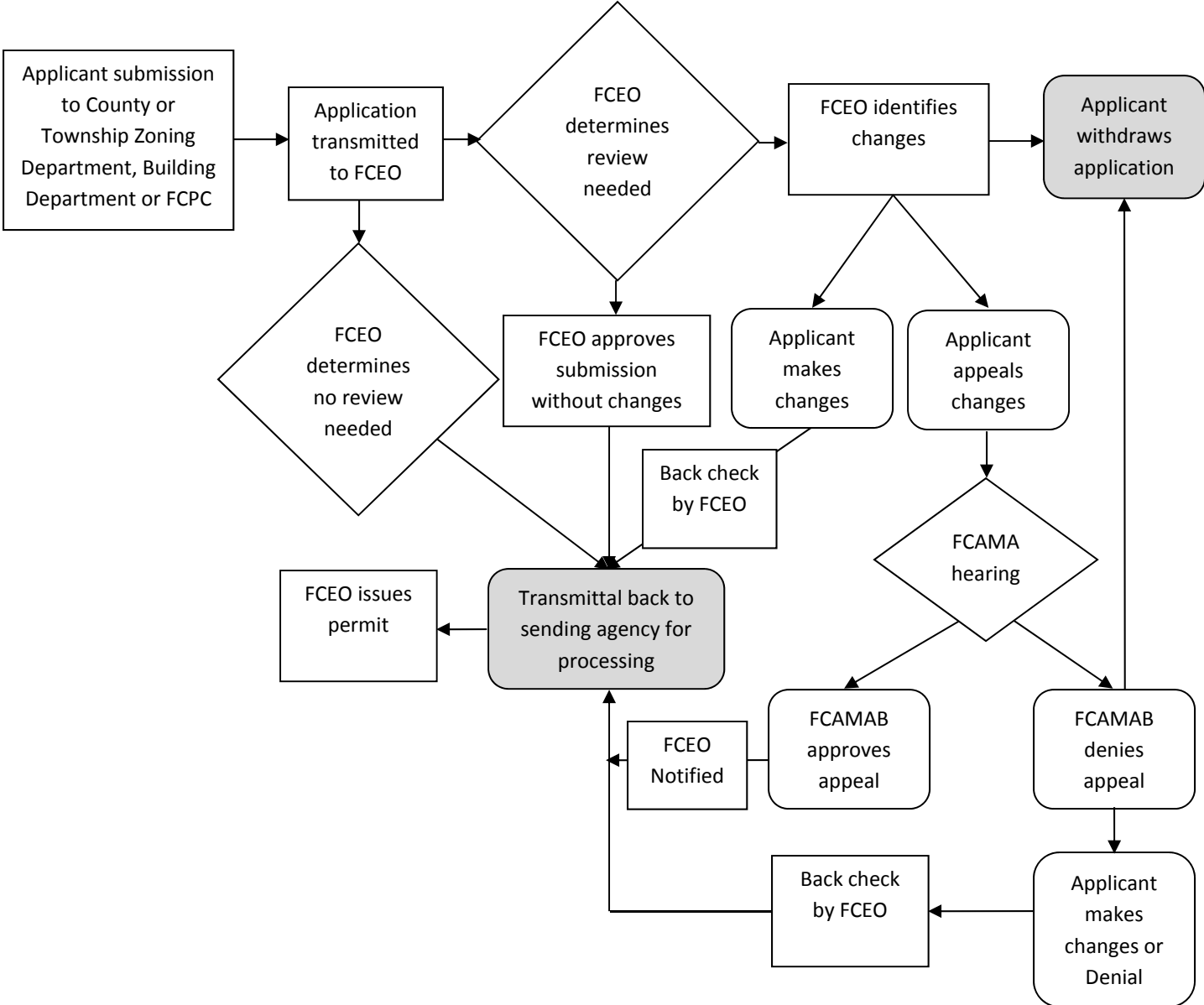
3.3 Permit Application Review Process

Prior to submitting plans, applicants are encouraged to discuss their proposal with the FCEO. The process for submission and review is as follows (see flowchart on following page for reference):

- 3.3.1 Application for a zoning certificate, building permit or lot-split is submitted to the County or Township Zoning Department, Building Department, or the FCPC.
- 3.3.2 The application shall be transmitted to the FCEO to determine if access management review and a permit are needed.
 - a. An application shall be refused if, in the opinion of the FCEO, necessary and essential information is missing. The applicant will be notified within seven working days of any omissions in the application submittal that needs correction.
 - b. When the FCEO determines that an application is complete and acceptable, the original application and any copies shall be marked appropriately with the date of acceptance. The date of acceptance by the FCEO shall be used in calculating the required time frame for the review of the permit application.
 - c. If the application does not need review, the FCEO shall notify the transmitting department, in writing, that the application can be processed without FCEO review.
 - d. If the application requires access management review, the FCEO shall notify the transmitting department, in writing, that the application requires review and approval through the Access Management Regulations process prior to access being granted.
- 3.3.3 After the FCEO reviews the application, it shall either approve as submitted, or require conditions/changes.
 - a. If the application is approved as submitted, the application is transmitted back to the transmitting department for their standard approval process.
 - b. If the application is denied or requires changes made to the application, the FCEO shall transmit the application back to the transmitting department with a list of deficiencies or reasons for denial for return to the applicant for consideration.

- c. If the applicant chooses to move forward with the application, the applicant shall either make the changes required by the FCEO or appeal the regulations to the Franklin County Access Management Appeals Board (FCAMAB).
- d. If the applicant makes the required changes, the application shall be transmitted back to the FCPC, County Zoning Department, applicable Township Zoning Department or Building Department for standard application procedures.
- e. If the applicant appeals the FCEO determination, the Franklin County Access Management Appeals Board shall sustain or deny the appeal. If the appeal is denied, the applicant shall make the changes or withdraw the application or the application will be denied. If the appeal is sustained, the application is transmitted back to the FCPC, County Zoning Department, applicable Township Zoning Department or Building Department for further processing.

Figure 1 - Access Management Regulation Review Process



3.4 General Provisions Applying to All Permits

- 3.4.1 The acceptance of the permit by the party or parties to whom the permit was granted constitutes an agreement to comply with all conditions, terms, and restrictions printed or written on or attached to the permit.
- 3.4.2 Failure on the part of the permittee to comply fully with the provisions and conditions of the access permit will be cause for suspension, revocation, or annulment of the permit thereby rendering the access connection illegal and subject to action under Section 3.9, Access Permit Violations.
- 3.4.3 The FCEO, when required or at their discretion, may require a surety in the form of a letter of credit, cash, or a certified check as a prerequisite to the issuance of a permit under certain circumstances, in particular if the permit is to be issued prior to the necessary required infrastructure improvements. The applicant's engineer shall prepare a cost estimate for improvements in the public right-of-way, and the FCEO will review/approve the estimate which will determine the amount of the surety.

3.5 Construction and Compliance with Permit

- 3.5.1 All work authorized under the conditions of the access permit shall be performed to the satisfaction of the FCEO, and the entire expense shall be borne by the permittee. No work shall be performed as authorized by the permit, until the permittee has contacted the FCEO and received instructions.
- 3.5.2 An appointed representative from the FCEO shall inspect all work covered by the permit and ensure that the work is being performed in accordance with the permit conditions and plan specifications. The permittee shall pay the FCEO inspection fees calculated as 2% of the above infrastructure improvements' cost estimate. If the work is not being performed as specified, the work shall be stopped. The permittee shall be given an opportunity to correct the problem.
- 3.5.3 All work to be performed as authorized by the permit shall be completed within the time frame specified on the permit. A permit shall be considered void if the work is not completed within the required time frame, thereby rendering the access connection illegal and subject to action under Section 3.9, Access Permit Violations. The permittee may request an extension from the FCEO. The request must be in writing and must explain why the extension is necessary and when the work is expected to be completed. The extension is not granted until the permittee receives a reply, in writing, approving the extension.
- 3.5.4 If the permittee performs any work contrary to the conditions and provisions of the permit, and after due notice of the violation fails to correct such work, the appointed representative from the FCEO shall notify the permittee that the permit is void, thereby rendering the access connection illegal and subject to action under Section 3.9, Access Permit Violations.

- 3.5.5 Access permits involving construction encroaching on the roadway or shoulders shall include a Maintenance of Traffic Plan in accordance with the OMUTCD. Any needed closure of lanes or shoulders shall be described in terms of location, duration, time of day, etc. Lane and shoulder closures and other work shall not commence until all Traffic Control Devices are in place. Traffic Control Devices shall be removed immediately when they are no longer needed. Lane or shoulder closures or other hazards existing for a longer time period than necessary may be cause for the FCEO to order revocation of the permit and immediate closure of the work areas, removal of all hazards, and removal of all equipment. The FCEO shall be reimbursed for costs incurred in making corrections/modifications by making withdrawals from the surety.
- 3.5.6 Upon completion of the work authorized by the permit, the permittee shall leave the roadway and right-of-way clean of all rubbish, excess materials, temporary structures and equipment, and all parts of the roadway and right-of-way shall be left in a condition acceptable to the FCEO.
- 3.5.7 In cases where a surety would be required, upon satisfactory completion of the work authorized by the permit, the appointed representative from the FCEO shall certify that the permittee has complied with the terms of the permit and the surety shall be released.

3.6 Variance Procedures for Access Requests

- 3.6.1 An access variance grants permission to depart from the standards and requirements of the Franklin County Access Management Regulations because of unique circumstances or existing special conditions. Financial hardship is not considered a unique circumstance or hardship and will not be considered for a variance.
- 3.6.2 Applicants seeking a variance from the standards and regulations of the Franklin County Access Management Regulations must submit the request at the time applications for a zoning certificate, building permit, lot split or major subdivision are submitted, as an attachment to the permit application form. A subsequent request for variance may be allowed as a supplement to a previously submitted application if the FCEO determines that it is in the public interest to do so and that sufficient time remains in the review period to consider the variance.
- 3.6.3 The request for a variance shall specify, in writing, why the variance is appropriate and necessary and shall document the unique conditions or special circumstances that make it impractical and unfeasible to meet the applicable standards and/or requirements of the Franklin County Access Management Plan. The documentation shall show that the applicant has considered all practical and reasonable alternatives to mitigate the unique conditions or special circumstances that the alternatives are not feasible or practical, and that without the variance the applicant will be deprived of reasonable access. A variance will not be granted for procedural requirements or the applicant acting with or without knowledge of the applicable standard or requirement.

- 3.6.4 When considering a request for a variance, the FCEO shall determine if:
 - 3.6.4.1 The variance meets minimum acceptable FCEO standards including geometric design, operation, and safety elements and if the variance is shown to be beneficial to the traveling public; and
 - 3.6.4.2 The variance is not detrimental to the public health, safety, and welfare; and
 - 3.6.4.3 The variance is beneficial to both the planned or intended operation of the county or township road; and
 - 3.6.4.4 The variance is consistent with the purposes and goals of the Franklin County Access Management Regulations as cited in Section 2.1, Purpose and Goals.
- 3.6.5 The FCEO shall make every reasonable effort to make a determination on a variance within thirty working days from receipt of all required information.
- 3.6.6 When a variance is granted, the documentation of the reason(s) for approving the variance shall be included in the files and records pertaining to the permit. The terms and conditions of the approved permit and variance shall state that the permittee may be required to improve, modify, eliminate, or correct the condition responsible for the variance when it is evident that the justification for the variance is no longer valid.

3.7 Appeals Procedures

- 3.7.1 When an applicant objects to the denial of a variance request the applicant may file an appeal in writing with the Franklin County Access Management Appeals Board (FCAMAB) within thirty working days of the notice of denial of the variance.
 - 3.7.1.1 The applicant shall not make any changes to the original request as a part of the appeal as previously submitted for review and which was subsequently denied, but shall only make the case for their variance based on the previously submitted information.
- 3.7.2 The FCAMAB shall be a three person board comprised of: an engineer, a land use planner, and a surveyor in the State of Ohio, each appointed by the Franklin County Engineer, who shall serve four (4) year overlapping terms. The Franklin County Engineer may appoint a Franklin County unincorporated area resident to serve as an alternate member in the event that a regular member is unable to serve. The initial appointments shall be one member for two (2) years, one member of three (3) years, and one member of four (4) years. Vacancies on the FCAMAB shall be filled by appointment of the Franklin County Engineer for the unexpired term.
- 3.7.3 Within thirty working days of the filing of an appeal with the FCAMAB it shall be determined whether the Engineer's Office action is consistent with the requirements of the Franklin County Access Management Regulations (FCAMR), or whether the Engineer's Office acted in an arbitrary or capricious manner, or whether the Engineer's Office abused its discretion in the application of the FCAMR. The decision of the FCAMAB is the final agency action on the permit request. The applicant shall be notified of the final decision.
- 3.7.4 If the appeal request is denied, the applicant may submit a new permit application and plans incorporating the comments of the FCEO which were identified during the original permit application process.

3.8 Access Management Procedures

- 3.8.1 It is the responsibility of the property owner to ensure that the use of the access to the property is not in violation of the permit terms and conditions of the regulations and guidelines. The terms and conditions of any permit are binding upon all assigns, successors-in-interest, heirs and occupants. If any significant changes are made or will be made in the use of the property which will affect access operation, traffic volume, or vehicle type, the permittee or property owner shall contact the FCEO to determine if a new access permit and modifications to the access are required.
- 3.8.2 The property owner or permittee, if applicable, may be required to reconstruct, relocate, redesign, or otherwise modify an existing access in order to conform to the standards and design specifications of the Franklin County Access Management Regulations (FCAMR) when a change in use of the property results in a change in the type or nature of access operation. A change in use may include, but is not limited to, structural modifications that allow for an expansion of the use, a change in type of business conducted, expansion of an existing business, a change in zoning, or a division of property creating new parcels, but does not include modifications in advertising, landscaping, general maintenance, or aesthetics which do not affect traffic operations and safety. Changes in use include but are not limited to the following:
- 3.8.2.1 The use of the access increases in actual vehicular volume by 20 percent or more or an actual increase of 10 or more trips ends in the peak hour;
 - 3.8.2.2 The traffic volume of a particular directional characteristic (such as left turns) increases by 20 percent or more or an actual increase of 5 or more trip ends in the peak hour;
 - 3.8.2.3 The use of the access by vehicles exceeding 30,000 pounds gross vehicle weight increases by 20 percent or more or an actual increase of 10 or more trip ends in the peak hour;
 - 3.8.2.4 The use of the access already exceeds the warrants or the use of the access increases in actual vehicular volume from a level not exceeding FCAMR warrants and standards for design elements, to a level exceeding FCAMR design warrants and standards;
 - 3.8.2.5 The historical use of the access was less than the current daily use, and the new use would continue daily use of the access;
 - 3.8.2.6 The free flow of vehicles entering the property is restricted or such that vehicles queue on the roadway, creating a roadway hazard.
- 3.8.3 A change in use which results in a change in the type or nature of access operation is presumptively established when, following the change in use, any of the events enumerated in Section 3.8.2, occurs or are reasonably expected to occur by proper application of the ITE Trip Generation Manual.

3.9 Access Permit Violations and Enforcement

The FCEO maintains the ability to close any drive as a matter of public safety.

- 3.9.1 If any driveway or access point is installed contrary to these regulations, the FCEO shall notify the property owner in writing. Such written notice shall be sent by certified mail, return receipt requested, and by regular mail. The notification shall identify the problem with the driveway or access point and establish a 14 calendar-day period for the property owner to correct the problem. If the problem is not corrected within 14 calendar days of issuance of written notice, the FCEO may block the access at the point that it enters a public road right-of-way.

- 3.9.2 In addition, in accordance with Ohio Revised Code Section 5552.99, the FCEO may cause a misdemeanor charge to be filed in a criminal court having proper venue, and whoever violates any provision of these regulations shall be fined upon conviction, for each offense, as permitted by the misdemeanor charge. Each day of violation shall be considered a separate offense. This provision, however, shall not be construed as an exclusive remedy superseding or affecting the enforcement authority provided in Section 3.9.3 below.

- 3.9.3 In addition, the FCEO may refer any violation of these regulations to the Franklin County Prosecuting Attorney to initiate civil proceedings in the name of the Franklin County Engineer seeking injunctive relief to abate any existing or future violations of these regulations and compensatory damages. This provision, however, shall not be construed as an exclusive remedy superseding or affecting the enforcement authority provided in Section 3.9.2 above, or any other legal or equitable remedy available under law.

Chapter 4 – Access Classification Description and Characteristics

4.0 Introduction

All highways, roads and streets form a hierarchy according to the function they theoretically should serve. They serve traffic mobility, land access, or some combination of these two. Interstates and expressways are at the highest level; their primary function is mobility, so they have the strictest access controls. At the other end of the scale are local streets serving low traffic volumes at low speeds over short distances. Their primary purpose is to give frequent, direct access to adjacent land, so restrictions are minimal.

Between these extremes are the classes of arterials, collectors and local streets that make up the bulk of the system. They include many of the most important roadways in the unincorporated areas of Franklin County and they are often expected to perform multiple and conflicting traffic services. They must serve both the demand for mobility and the demand for land access.

The Franklin County Thoroughfare Plan designates roadways by "functional classification" (i.e. freeway/expressway, major arterial, minor arterial, collector, and local) which defines a public roadway according to its purposes and hierarchy in the highway system. The Federal-Aid Highway Act of 1973 required the use of functional classification to update and modify the Federal-Aid highway systems. The Functional Classification categories are separate from Access Management categories and are defined using a distinct set of criteria put forth by the Federal Highway Administration (FHWA).

4.1 Access Category Description and Characteristics

The following describes the Access Categories to which all sections of county and township highways have been assigned. Each category describes the function of the highway included in the category and the operational standards that are applied to maintain the highway's function in terms of capacity, traffic flow, and safety.

- 4.1.1 Major Arterial: Primary purpose is to carry most trips entering and leaving the urban area. It serves major activity centers, high traffic volume corridors and longer trips. Access should be allowed only at intersections with other public streets, or with major driveways carrying volumes approximating minor arterials. Generally it has an Average Daily Traffic (ADT) > 10,000.

- 4.1.2 Minor Arterial: Primary purpose is to carry through traffic in a community. It interconnects and augments major arterial system and services trips of moderate length with more emphasis on land access and less on travel mobility than the major arterial system. Access should be allowed only at intersections with other public streets, or with major driveways carrying volumes approximating intersecting streets, and some driveways carrying lower volumes on an individually evaluated basis. Generally it has an ADT < 10,000.

- 4.1.3 Street, Collector: Primary purpose is to provide access to neighborhood traffic generators. It provides both land access and traffic circulation within residential, commercial and industrial areas distributing traffic from arterial streets and channeling traffic from local streets.
- 4.1.4 Street, Local: Streets not on a higher classification system with a primary purpose of providing direct access to adjacent land. Service to through traffic is discouraged. Access is controlled only to the extent of providing for safe operating conditions.

4.2 Driveway Types

- 4.2.1 A driveway is a point of access connecting an adjacent property to a public roadway. There are seven types of driveways, as follows:
 - 4.2.1.1 Farm or Field Drives: A driveway providing access to an agricultural tract of land.
 - 4.2.1.2 Single Family Residential Drive: A driveway providing access to a single-family residence.
 - 4.2.1.3 Shared Residential Drive: A driveway providing access to two single-family residences or to multi-family dwelling units.
 - 4.2.1.4 Private Road: An approved street constructed on private property, serving more than two properties, for which the public has no authority, responsibility or liability to maintain or plow. Private streets cannot be converted to public streets in the future unless constructed to public standards acceptable to the County
 - 4.2.1.5 Commercial Drive: A driveway providing access to an office, business, commercial, or institutional building or buildings, or to an industrial facility (that services fewer than ten trucks per day).
 - 4.2.1.6 Industrial/Retail Drive: A driveway serving a retail center (such as a community shopping center) or an industrial facility (that services ten or more trucks per day).
 - 4.2.1.7 Temporary Drive (Construction Drive): A non-permanent access to the roadway network.
 - 4.2.1.7.1 The FCEO reserves the right to remove the driveway as deemed necessary.
 - 4.2.1.7.2 The FCEO reserves the right to place specific time restrictions or limits on temporary drive permits.
 - 4.2.1.7.3 The FCEO reserves the right to determine the composition of the temporary drive.
- 4.2.2 For Access Management purposes, driveways are also classified by traffic volumes as follows:
 - 4.2.2.1 Low Volume Driveway (LVD): Up to 100 vehicle-trips in one or more 60-minute periods of a day.
 - 4.2.2.2 Medium Volume Driveway (MVD): greater than 100 and up to 200 vehicle-trips in one or more 60-minute periods of a day.
 - 4.2.2.3 High Volume Driveway (HVD): greater than 200 vehicle-trips in one or more 60-minute periods of a day.

4.3 Access Management Standards at Intersections and on Public Streets

This section defines the standards and specifications to be used in conjunction with the access categories and driveway types to protect the functional integrity of roads in and near the County. The following describes the access standards to be applied for each access category.

4.3.2 Major Arterials, Minor Arterials, Collector and Local Streets:

Roadway	Public Driveway	Permitted?	Minimum Spacing (a)(b)	Traffic Control	Movements
Major Arterial					
	HVD	Yes (c)	½ mile (d)	Signal if Warranted	All (e)
	MVD	Yes (c)	SSD/ISD & Table (f)	Stop	All (e)
	LVD	Yes (c)(g)	SSD/ISD & Table (f)	Stop	All (e)
Minor Arterial					
	HVD	Yes (c)	¼ mile (h)	Signal if Warranted	All (e)
	MVD	Yes (c)	SSD/ISD & Table (f)	Stop	All (e)
	LVD	Yes (c)(g)	SSD/ISD & Table (f)	Stop	All (e)
Collector					
	HVD	Yes (c)	¼ mile (h)	Signal if Warranted	All (e)
	MVD	Yes (c)	SSD/ISD	Stop	All (e)
	LVD	Yes (c)	SSD/ISD	Stop	All (e)
Local Street – Full access is permitted per parcel or lot.					

HVD = High Volume Drive, MVD = Medium Volume Drive, LVD = Low Volume Drive

SSD/ISD = Stopping Sight Distance and Intersection Sight Distance

- (a) These are desirable minimum distances. It is recognized that site frontage and property limits may, by necessity, alter these dimensions. At the same time, the FCEO reserves the right to call for greater spacing distances.
- (b) Spacing requirements shall properly consider driveways on both sides of the highway.
- (c) One direct private access shall be permitted per parcel or contiguous parcels under common ownership. Additional access may be permitted if: (1) the access will not adversely affect the safety and operation of the highway, (2) such access is necessary for the safe and efficient use of the property, and (3) such access will not adversely affect access to adjacent or nearby properties.
- (d) ½ mile is recommended, however ¼ mile may be allowed when there is no reasonable alternative access to the general street system. If these cannot be achieved, then the restrictions of SSD, ISD, and minimum spacing based on posted speed limit shall apply
- (e) All movements permitted if not deemed detrimental; certain movements may be restricted due to operational and safety considerations.
- (f) Spacing shall be determined using the greatest value identified for SSD, ISD, and minimum driveway spacing based on posted speed limit.
- (g) Low volume driveways shall be discouraged on roadways with speed limits greater than 50 mph. Where there is an opportunity, low volume drives should be consolidated and combined using appropriate means such as private roads cross easements, and joint access to reduce the number of access points.
- (h) ¼ mile is recommended, however, one-eighth mile may be allowed when there is no reasonable alternative access to the general street system. If these cannot be achieved, then the restrictions of SSD, ISD, and minimum spacing based on posted speed limit shall apply.

Chapter 5 – Private Driveway Locations and Spacing

5.0 Purpose

5.0.1 This section defines the design standards and specifications The Franklin County Engineer’s Office (FCEO) uses in conjunction with respect to private property driveway locations and spacing in order to maintain and preserve traffic mobility, to provide efficient and necessary access, and to protect the public health, safety, and welfare.

5.1 Private Driveway Locations and Spacing

5.1.1 The number of driveways afforded any one site shall be minimized. (The need for more than one driveway must be substantiated by a Traffic Impact Study).

5.1.2 Access for multiple properties shall be combined, where feasible.

5.1.3 Driveways shall be located in accordance with applicable sight distance requirements (Stopping Sight Distance (SSD) and Intersection Sight Distance (ISD) as contained in Section 200 of the ODOT Location and Design Manual).

5.1.4 Minimum driveway spacing - based on posted speed limits -- shall be determined using the values for high speed roadways (greater than 40 mph) and low speed roadways (equal to or less than 40 mph) as follows:

High Speed Road ¹		Low Speed Road ¹	
Posted Speed	Minimum Distance	Posted Speed	Minimum Distance
65 mph	645 ft.	40 mph	305 ft.
60 mph	570 ft.	35 mph	250 ft.
55 mph	495 ft.	25 mph	155 ft.
50 mph	425 ft.		
45 mph	360 ft.		

5.1.5 Driveway spacing shall consider the location of driveways on both sides of a roadway, to the greatest extent feasible.

Driveways shall be located where they will not cause problems with movements to and from an existing or planned street, highway, or driveway on the opposite side of the roadway, to the greatest extent feasible.

¹ As measured on the same side as the requested access.

- 5.1.6 Driveways shall be located a sufficient distance from an adjacent public road intersection so as not to interfere with the traffic operations at the intersection, to the greatest extent feasible (see Figure 4, page 30).

The following table provides the **minimum acceptable distances between drive locations and adjacent intersections**. For all access categories, where two roads of different access levels intersect, the restrictions and distances of the higher level roadway will apply along the lower classified roadway. (The defined distances are measured from the centerline of the intersecting road to the centerline of the proposed driveway).

Recommended Drive Distances from an Intersection by Classification	
<i>Higher Roadway Classification</i>	<i>Distance from Intersection</i>
Intersecting Major Arterial	600 ft.
Intersecting Minor Arterial, Collector or Local Street	300 ft.

Chapter 6 – Design Standards and Specifications

6.0 Purpose

6.0.1 This section defines the design standards and specifications The Franklin County Engineer’s Office (FCEO) uses in conjunction with the access classifications to protect the functional integrity of county and township roads, to maintain and preserve traffic mobility, to provide efficient and necessary access, and to protect the public health, safety, and welfare.

6.1 Use of this Section

6.1.1 When an application for access meets the requirements of Chapter 4 and Chapter 5, the standards and specifications defined in this Chapter shall be used to locate, design, and construct the access except as may be modified by a traffic impact study (See Section 3.2, Traffic Impact Study). If an access application meets the criteria in Chapters 4 or 5 but is unable to meet the standards and specifications in this Chapter, the access permit must be denied unless a variance is authorized in accordance with Section 3.6, Variance Procedure for Access Requests.

6.2 Driveway Geometrics and Design

6.2.1 Driveway widths and turning radii are determined by the number and use of lanes on the driveway and the design vehicle chosen for the driveway. The width and radii of the driveway shall permit vehicles to enter and exit with a minimum of interference to through traffic, yet be restrictive enough to discourage erratic maneuvers. The following table provides guidelines for driveway dimensions based on driveway type and design vehicle.

Driveway Type	Residential		Commercial		Industrial	
Design Vehicle	P		SU-30		WB-62/WB-67	
Nominal Width ¹	Min (feet)	Max (feet)	Min (feet)	Max (feet)	Min (feet)	Max (feet)
One Way Drive	12	14	14	20	14	26
Two Way Drive	12	24	26	32	26	38
Corresponding RT Radius ²	25	15	35	20	75	50
Trapezoid	10’x10’ Flares		10’x10’ Flares		10’x10’ Flares	

¹ Driveway throat width measured parallel to highway and clear of the turn radii.

² RT Radius – Right turn radius (Note: the smaller the drive width, the larger turn radius required to accommodate the path of the vehicle)

P – Passenger Car

SU-30 – Single unit truck; 30 feet in length

WB-62 – Large semi-trailer truck; 68.2 feet in length

WB-67 – Interstate semi-trailer truck; 74 feet in length

- 6.2.2 Driveways that enter a public roadway at traffic signals shall have the number of lanes as determined by a capacity analysis. In this case, 12-foot wide lanes shall be utilized and turn templates shall be used to ensure adequate radius-throat width combinations. No less than three (3) lanes including two (2) approach lanes and one (1) departure lane shall be utilized when entering the roadway at a traffic signal.
- 6.2.3 Two-way driveways shall intersect the highway at an intersection angle between 70° and 90°. An angle less than 70° will not be permitted on new two-way driveways.
- 6.2.4 Driveway radii may be reduced on a roadway with on-street parking. The turn radius, in such a case, is measured from the edge of the through lane.
- 6.2.5 The profile of a driveway shall be designed to provide a smooth transition for its users.
- 6.2.6 Drives shall not be obstructed within the right-of-way by gates, or similar obstacles. Any access with a gate shall be designed so that the longest vehicle can completely clear the traveled way when the gate is closed and as it is opened.
- 6.2.7 The need for traffic signals shall be determined by warrant analyses using the Ohio Manual of Uniform Traffic Control Devices.
- 6.2.8 High volume driveways that do not meet signal warrants may be denied certain traffic movements if traffic volumes and conditions on the highway would make the full movement operation unsafe.

6.3 Driveway Islands

In some situations, it is desirable to prohibit certain movements through the use of median or channelizing islands. Median islands can be used to separate inbound and outbound traffic. It is a curbed island which prevents egressing traffic from encroaching on the side of the drive used by ingress traffic. Channelizing islands further designate the correct turning path and define the merge area thus reducing conflicting movements. The geometry shall physically define the permitted movements and block the prohibited movements.

For Median Islands:

- 6.3.1 Median islands (such as those illustrated in Figures 2 (page 31) and Figure 4 (page 34)) shall be at least 4 feet wide with a maximum of 6 feet at the intersection. Median widths exceeding 6 feet are undesirable because they create turning problems, expand the intersection, and make it difficult to provide proper lane alignments with opposing existing or future driveways or roadways.
- 6.3.2 Median islands shall be at least 25 feet in length.
- 6.3.3 An island median shall be used to prevent encroachment on other driveway lanes whenever any combination of egress and ingress lanes exceeds three lanes.
- 6.3.4 The median island nose shall be set back +/- 150 feet from the edge of the traveled lane on the main road (offset four (4) feet if right in/right out pork chop).
- 6.3.5 The nose of a median island shall taper in height from 2" to 6" over a distance of 4 feet.

- 6.3.6 Standard yellow edge lines shall be used at the divisional island. Also, white pavement markings shall be used to delineate traffic lanes when there are two or more lanes in the same direction. At high volume driveways, reflectorized pavement markers should be used to provide greater delineation.

For Channelizing Islands

- 6.3.7 Channelizing islands shall be used on arterials and network collectors without a median where left turns are restricted and on one-way streets to discourage wrong way turns.

- 6.3.8 Channelizing islands shall have a surface area of at least 75 square feet.

- 6.3.9 All channelizing islands shall be offset at least 4 feet from the edge of the traveled lane to the face of curb or the width of the paved curbed shoulder whichever is greater on high-speed roadways or where the approach roadway is uncurbed. A mountable curb, no more than 4 inches high, should be used on the channelizing island if approach roadways are uncurbed.

- 6.3.10 A turning radius of between 75 feet and 100 feet shall be used for channelizing islands in order to make it more difficult for a driver to make a maneuver which the design is intended to discourage. (Radii larger than 100 feet should not be used on egress unless an acceleration lane is provided because of the large angle a driver must rotate in order to see vehicles approaching from the left; the acceleration lane allows the driver to use the rear view mirror to select a gap).

For both Median and Channelizing Islands

- 6.3.11 Figures 2 through 4 provide general design guidelines for median and channelizing islands. They primarily relate to commercial and industrial/retail driveways and they depict 90° T-type intersections. Applicable driveway widths and turning radii shall be determined based on the number and use of lanes on the driveway and the design vehicle chosen for the driveway. The depicted signage references the regulatory signs defined in the Ohio Manual of Uniform Traffic Control Devices (OMUTCD).

- 6.3.12 All islands must use City of Columbus or ODOT standards for right in/right out geometry design.

6.4 Auxiliary Turn Lanes

The requirement for separate left and/or right turn lanes on the main roadway at site access points shall be based on the following guidelines:

- 6.4.1 Left turn lanes shall be provided in accordance with the following conditions:
 - 6.4.1.1 Per Graphic 1, 2, or 3 (the left turn warrant charts) contained in the ODOT State Highway Access Management Manual, or
 - 6.4.1.2 On major and minor arterial roadways with posted speed limits greater than 40 mph, or
 - 6.4.1.3 On collector roadways with posted speed limits greater than 40 mph and more than 10 left turning vehicles during a design hour.

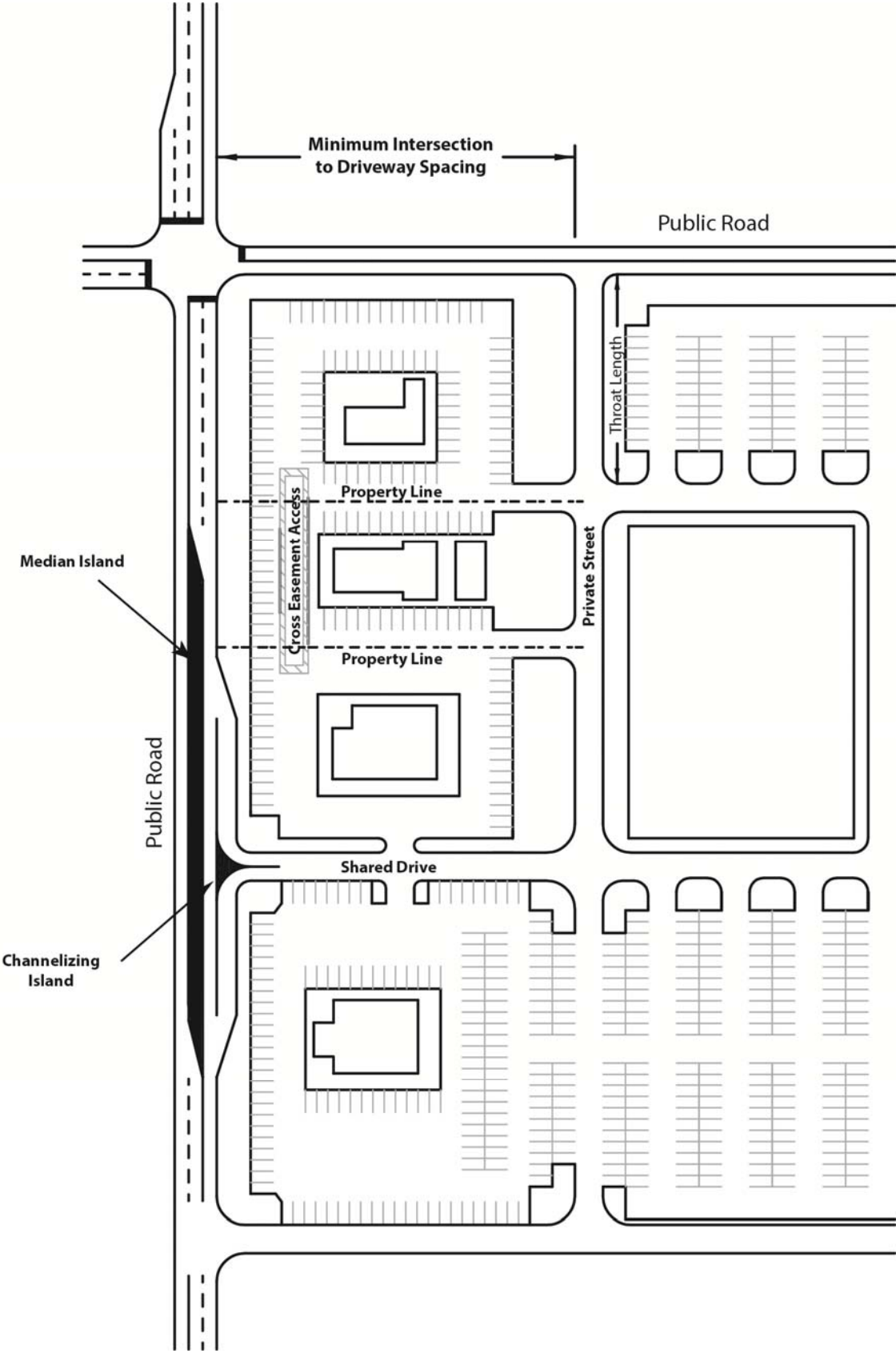
- 6.4.2 Right turn lanes shall be provided in accordance with Graphics 4, 5, 6, or 7 (the right turn warrant charts) contained in the ODOT State Highway Access Management Manual with the following exceptions:
 - 5.4.2.1 Right turn lanes are not required for right turn volumes of less than 10 vehicles during a design peak hour.
 - 5.4.2.2 Right turn lanes are not required when there are less than 200 vehicles (during a design hour) in the approach or curb lane for roadways with more than one approach lane.
- 6.4.3 Left or right turn lanes may also be required when deemed necessary for safety purposes by FCEO representatives.
- 6.4.4 The length of left and right turn lanes shall be based on the criteria contained in the ODOT Location and Design Manual or, where appropriate, on the results of queuing analyses associated with the capacity calculations contained in the applicable traffic impact study.

6.5 Joint and Cross Access Service Drives

- 6.5.1 Adjacent properties that cannot meet minimum driveway and/or street spacing must provide a shared drive that serves two parcels or a private road for three or more parcels. Such shared drive or private road shall be known hereafter as joint use drives, or cross access easements.
- 6.5.2 A system of joint use drives and cross access easements as illustrated in Figure 2 (page 27) shall be established wherever feasible along arterials and collectors or in cases where minimum driveway spacing cannot be met.
- 6.5.3 When joint and cross access service drives are needed then the site shall incorporate the following:
 - 6.5.3.1 A continuous joint use drive or cross access corridor extending the entire length of each block to provide for maximum driveway separation.
 - 6.5.3.2 Service drives shall be designed and constructed of sufficient lane width to accommodate a two-way travel aisle and designed to accommodate automobiles, service vehicles and loading vehicles and shall follow the FCEO standards for shared drive and private road design and construction.
 - 6.5.3.3 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.
 - 6.5.3.4 A unified access and circulation system plan that includes coordinated and or shared parking spaces is encouraged wherever possible.
- 6.5.4 Pursuant to this section, property owners shall:
 - 6.5.4.1 Record easements with the deed 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).

- 6.5.4.2 Record a declaration with the deed relinquishing their remaining access rights along the public highway to the Franklin County Commissioners. Upon completion of the new access facilities, the preexisting driveways will be closed and removed by the applicant after all of the access control features are constructed and approved by the FCEO.
 - 6.5.4.3 Record a joint maintenance agreement with the deed defining maintenance responsibilities of the property owners.
 - 6.5.4.4 The common joint use drives, cross access drives and or service drives shall be constructed by the applicant prior to final approval.
- 6.5.5 Temporary access driveways, except single family residential, may be permitted in special cases when other permanent access is not available. When permanent access becomes available, temporary access shall be revoked and the temporary driveways shall be removed at the owners' expense.
- 6.5.5.1 Temporary driveways, when permitted, shall be constructed as required by the FCEO. The requirements shall meet or exceed minimum requirements of the applicable zoning code for that location. The FCEO will manage temporary permits through the FCEO permit program. Owners will be notified of the temporary drive status on a periodic basis.

Figure 2 – Joint and Cross Access Graphic



6.6 General Access Connection and Driveway Design

- 6.6.1 Driveways and or service drives shall be located on the lowest order of public roadway on which the lot has frontage or a shared access point unless the FCEO 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 FCEO and the Franklin County Economic Development and Planning Department (FCEDP) review process.
- 6.6.2 Driveway design shall conform to the FCEO specifications, latest edition.
- 6.6.3 The length of driveways or “Throat Length” (see Figure 3) 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.
- 6.6.4 All entrances shall be designed so that all vehicles entering and leaving the site will not cross over into opposing lanes of traffic or any portion thereof.
- 6.6.5 Driveway approaches must be designed and located to provide an exiting vehicle with an unobstructed view.
- 6.6.6 Construction of full access driveways along acceleration/ deceleration tapers is prohibited due to potential for vehicular weaving conflicts and obstructing the public roadway (see Figure 4).
- 6.6.7 Driveway width and flair shall be adequate to serve the volume of traffic and provide for efficient movement of vehicles off of the public highway.
- 6.6.8 In cases where more than one restriction applies, the most stringent should be utilized.

Figure 3 – Throat Length Graphic

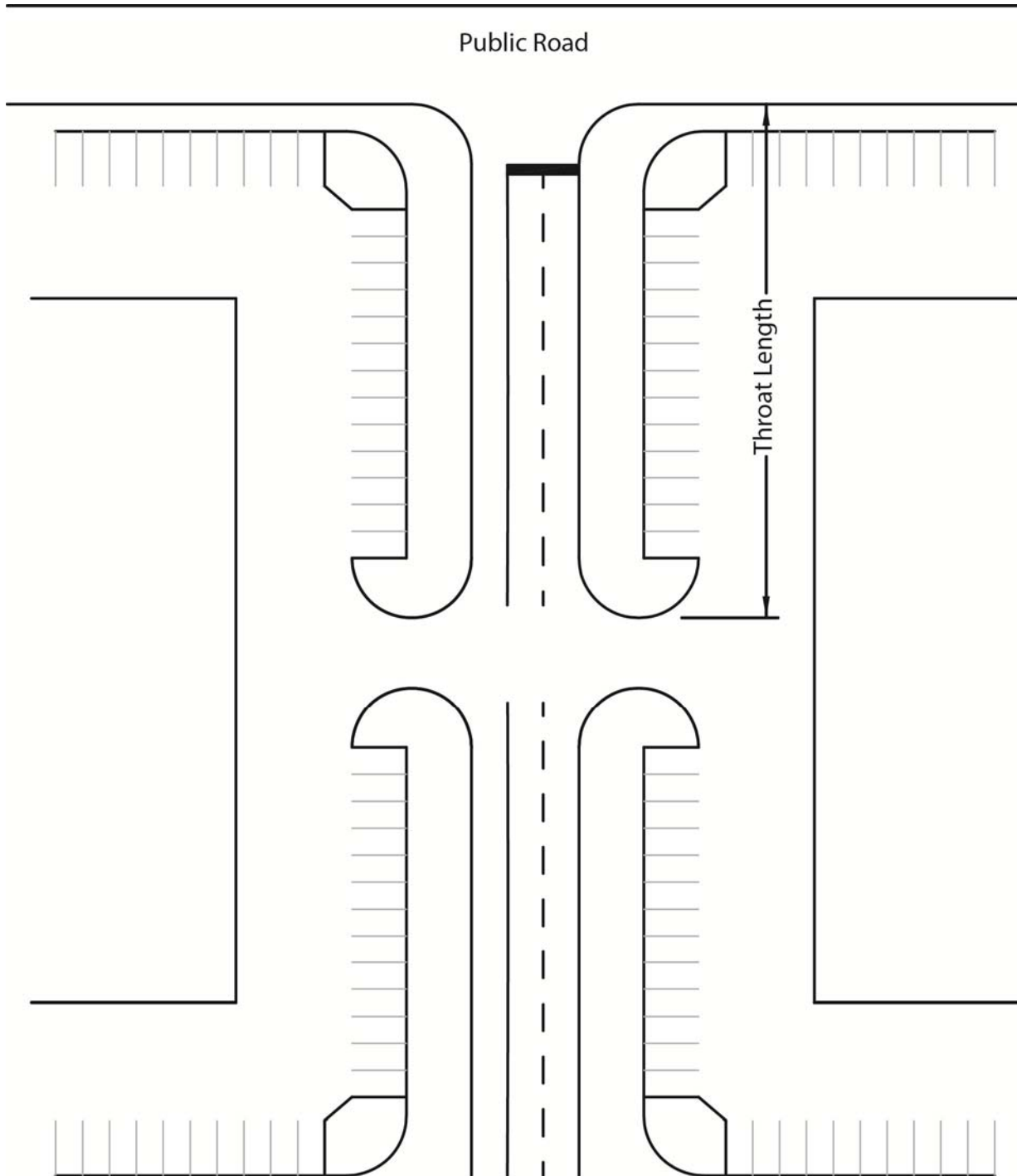
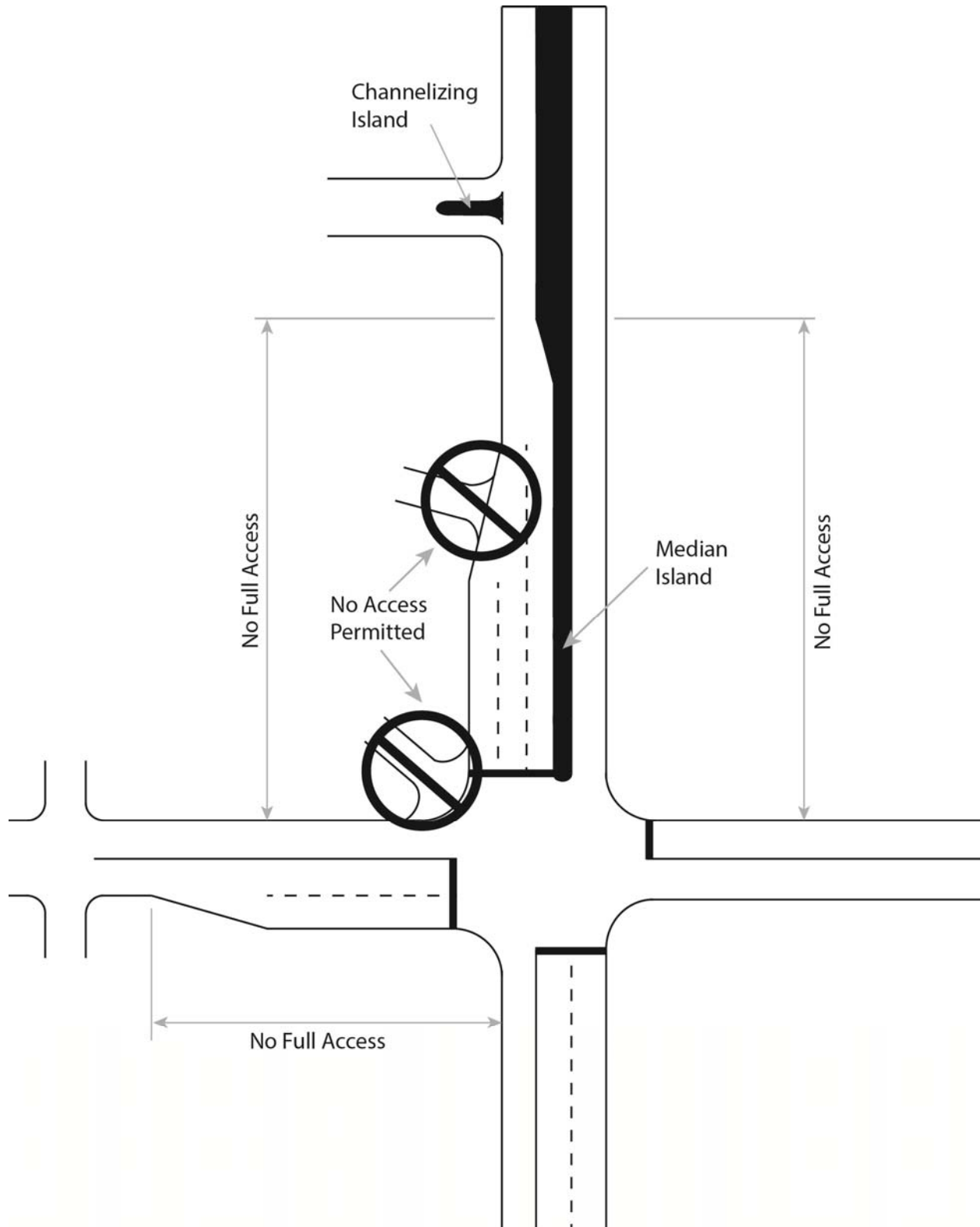


Figure 4 – Full Access Driveway Location Graphic



APPENDIX – A

A.1 Timeline

- A.1.1 The County has one year from the effective date of HB 366 (October 24, 2002) to initiate the adoption process and then another year to adopt Access Management Regulations. If the County does not adopt regulations within two years of the effective date of HB 366, any township may adopt their own regulations.
- A.1.2 The general process timeline is as follows:
 - A.1.2.1 The Board of County Commissioners adopts a resolution proposing the consideration of access management regulations.
 - A.1.2.2 The Board of County Commissioners requests the County Engineer to draft proposed regulations. The Board of County Commissioners establishes an advisory committee to review the proposed regulations. The board shall appoint:
 - A.1.2.2.1 The County Engineer or the engineer’s designee,
 - A.1.2.2.2 A registered surveyor in private practice,
 - A.1.2.2.3 A representative of the homebuilding industry,
 - A.1.2.2.4 A licensed realtor,
 - A.1.2.2.5 A representative of a County or regional planning commission with jurisdiction in the County,
 - A.1.2.2.6 A professional engineer with expertise in traffic engineering,
 - A.1.2.2.7 A representative of the Metropolitan Planning Organization,
 - A.1.2.2.8 Where applicable, at least three Township Trustees from any Township located in the County selected by the local county association representing the Township Trustees and clerks in that County,
 - A.1.2.2.9 A member of the Board of County Commissioners,
 - A.1.2.2.10 And any other member the board chooses to appoint.
 - A.1.2.3 When the draft is complete, copies are sent to each member of the advisory committee with a notice of the time and place of the first meeting of the advisory committee. (This meeting must be within thirty days after completion of the Engineer’s proposed regulations.)
 - A.1.2.4 At the initial meeting, the advisory committee shall elect one member to serve as the chairperson of the committee.
 - A.1.2.5 Within 270 calendar days after the initial meeting, the advisory committee shall provide the Board of County Commissioners with a copy of the Engineer’s proposed regulations, the committee’s recommendations about each of the proposed regulations and any other recommendations about the access management regulations the committee considers appropriate.
 - A.1.2.6 The Board of County Commissioners may adopt access management regulations or amendments to those regulations after holding at least two public hearings at regular or special sessions of the board. The board, in its discretion, may, but need not, adopt any or all of those proposed regulations. After the public hearings, the board may decide not to adopt any access management regulations.
 - A.1.2.6.1 The public meetings shall be advertised in the following manner:
 - A.1.2.6.1.1 The board shall publish notice of the public hearings in a newspaper of general circulation in the county or township, as applicable, once a week for at least two weeks immediately preceding the hearings.

- A.1.2.6.1.2 The notice shall include the time, date and place of each hearing.
- A.1.2.6.1.3 Copies of any proposed regulations or amendments shall be made available to the public at the board's office and, if the County Engineer administers or is proposed to administer a point of access permit, in the engineer's office.
- A.1.2.6.1.4 Not less than 30 calendar days before holding a public hearing, a Board of County Commissioners shall send a copy of the County Engineer's proposed regulations, a copy of the advisory committee's recommendations, and a request for written comments to:
 - A.1.2.6.1.4.1 The Board of Township Trustees of each township in the county,
 - A.1.2.6.1.4.2 The Department of Transportation District Deputy Director for the district in which the county is located,
 - A.1.2.6.1.4.3 A representative of the Metropolitan Planning Organization, where applicable, and
 - A.1.2.6.1.4.4 At least the local professional associations representing the following professions:
 - A.1.2.6.1.4.4.1 Homebuilders;
 - A.1.2.6.1.4.4.2 Realtors;
 - A.1.2.6.1.4.4.3 Professional Surveyors;
 - A.1.2.6.1.4.4.4 Attorneys;
 - A.1.2.6.1.4.4.5 Professional Engineers.
- A.1.2.7 If the Board of County Commissioners adopts access management regulations they shall include the designation of appellate board to hear and decide appeals. The regulations shall also authorize the appellate board to grant variances. If the board adopts regulations that require permits, the regulations shall include standards that will be used for the approval or denial of a permit. The regulations shall specify a reasonable period for the approval or denial and shall provide that a failure to approve or deny, in whole or part, any permit, license, or other approval sought within that period shall constitute a granting of approval for the permit, license, or other approval. The board shall designate the County Engineer to administer county access management regulations. If the County Engineer declines, the board may designate another person, or a planning commission to administer them.
- A.1.2.8 The board adopting the regulations shall publish notice of their adoption, and the availability at the board's office, in at least one newspaper of general circulation in the County within 10 calendar days after their adoption.

- A.1.2.9 Any adopted access management regulations become effective on the 31st calendar day following the date of their adoption unless otherwise indicated in the regulations.
- A.1.2.10 The board shall also provide a copy of the regulations to the department of transportation district deputy director for the district in which the County is located.