

DeIDOT

DC Manual

Chapter 7 Residential Access

Chapter 8 Misc. Access Guidelines



May 18, 2015

Chapter 7

► Residential Access

7.1 Shifts some responsibilities toward Land Owner:

- To ensure entrances conform to Residential Entrance Permit
- To have or obtain proof of a valid Residential Ent. Permit
- To contact DeIDOT for review, to confirm or to obtain Ent. Permit if:
 - New or expanded entrance is being requested
 - Change of site layout or building configuration is proposed
 - Change of location or width of entrance or access point is proposed
 - Change of special circumstances that justified the additional access points has occurred. (See Section 7.2.3.1)
 - Local land use agency is issuing a certificate of occupancy (C/O) for the residence
 - Local land use agency has requested a DeIDOT response or comments, but no valid permit is on file for the entrances serving that property
- If DeIDOT identifies safety concerns, existing entrance may require modifications and/or removal of non-permitted and/or multiple access points, at the owner's expense, prior to obtaining Ent. Permit

Chapter 7

► Residential Access

7.1.1 Removal of Non-Permitted Access Points and/or Multiple Entrances :

- Thresholds set the guidelines for interactions regarding non-permitted access points and/or multiple entrances (framework for DelDOT to react to public complaints and blanket lists of violations)
- Entrance removal at the owner's expense, and/or closure until authorized remedy is implemented will apply if the non-permitted access points or multiple entrances are:
 - NEW-ish ~ Constructed or modified on or after June 17, 2013, (per aerial imagery or digital records)
 - OLD-ish ~ Constructed or modified prior to June 17, 2013 AND owner has triggered land use changes, site redevelopment activities, or upon referral to the Department by local land use agencies for confirmation of valid permitting

Chapter 7

► Residential Access

Figure 7.1.1–a Phone a Friend in Public Works

New Castle County (DelDOT Canal District) Public Works Engineer 250 Bear-Christiana Road Bear, DE 19701 (302) 326-4679
Kent County (DelDOT Central District) Public Works Engineer 930 Public Safety Blvd. Dover, DE 19901 (302) 760-2433
Sussex County (DelDOT South District) Public Works Engineer 23697 DuPont Blvd. Georgetown, DE 19947 (302) 853-1340

We all chipped in and bought phones . . . Figured it would help . . . Us . . . Navigate these really “detail oriented” customer questions better ☺

Chapter 7

► Residential Access

7.2.3.2 Entrance Location

- For properties with frontage on two roadways, look for the driveway to be approved on the lower volume road.
- See Section 1.2* for more information on entrance policy and access spacing.
- Take into account potential impacts on any existing or proposed stormwater management facilities/Best Management Practices (BMPs), located in or adjacent to the right-of-way :
 - Confirmation is required prior to construction that the requested location does not impact an existing or proposed BMP as per DelDOT's NPDES Viewer inventory

7.2.3.3 Entrance Width

- A combined residential entrance, serving two residential properties, shall have a width of **30 feet to 34 feet** (based on field practice)
 - See Section 1.2* for new access spacing (fewer combined entrances).

Chapter 7

► Residential Access

7.2.3.4 Entrance Profile

Maximum grades shall not exceed 10% and maximum algebraic difference in grade shall not exceed **12%** to prevent vehicles from '**bottoming out**'.

- Vertical curve transition needed at the intersection of the driveway profile and the cross slope of roadway/shoulder

7.2.3.5 Entrance Drainage

- The slope from the edge of driveway pavement to the top of the pipe shall be a maximum of 6:1 (**or flatter**)

7.2.3.5.1 Frontage Ditch Enclosures

If residential property owner intends to enclose a road frontage swale or roadside ditch that abuts the residential property, DeIDOT must review and approve:

- Engineered plans (signed and sealed by DE P.E.) to ensure neighbors are not flooded by re-grading. Detailed Hydraulic and Hydrology reports confirming drainage performance is not below operational standards.
- Safety and Maintenance of Traffic (MOT) submittals for work & materials in ROW
- Land owner bears full costs: design, utility relocations, materials and labor
- Confirmation NO impact to BMP's as per DeIDOT's NPDES Viewer inventory.

Chapter 7

► Residential Access

7.5 Residential Discharges

- Residential discharges into roadside drainage systems require a permit which must be obtained from DelDOT Public Works Office prior to connection/installation of:
 - sump pump discharges, downspout runoff from structures, open drainage ditches and swales located on private property
- DelDOT encourages groundwater recharge and preserving system capacity by requiring that residential discharges are purposely disconnected from roadside drainage systems and allowed to flow over grassed areas to promote infiltration
 - property owner must provide written justification no other feasible alternative
 - prove that the discharge cannot be routed to another outlet other than ROW
 - document why the discharge cannot be contained within the parcel boundaries of the discharge source
- DelDOT only accepts for review after being approved (in writing) by the Conservation District
- Discharges that would flow across sidewalks or paved surfaces will not be allowed

Chapter 8

► Miscellaneous Access Guidelines

8.3 TEMPORARY CONSTRUCTION ENTRANCE

- Public Works Engineer **may** issue a temporary construction entrance permit if the project is nearing [entrance] approval **as determined by DelDOT:**
 - permit shall state specific allowable construction activities
 - permit shall state number of days it is active
 - Unapproved work activities performed may result in DelDOT closing or removing the temporary construction entrance
 - Warning signage on the frontage road shall be approved by the Traffic Safety Section prior to installation

Chapter 8

8.4 TEMPORARY / SEASONAL ENTRANCE

- Site occupied for business operating less than 180 days in 12-months (in lieu of permanent permit) if Applicant shows:
 - Sufficient off-street parking on the site per local land use regs.
 - A plan with:
 - Road name, Street address, Tax parcel number, Parking area, Entrance material, Proposed channelization, Access point to the roadway
 - DeIDOT will review the plan/site conditions to determine appropriate type of permit
- At DeIDOT's direction, the applicant shall install channelization to delineate the entrance which may consist of the following: plastic drums, cones, prefabricated temporary curbing or other temporary means approved by DeIDOT
- Based upon DeIDOT's review, either a temporary entrance permit with conditions will be issued or a formal engineered plan will need to be submitted for full review.

Chapter 8

8.5 Miscellaneous Entrance

- Entrance permits are required for low traffic volume entrances and special uses such as temporary used car sales, access to farm fields, and access to utilities:
 - The process for obtaining the permit will follow the same process as a residential entrance permit outlined in Chapter 7

8.5.1 Mobile / Movable Business

- Entrance Permits will NOT be required or issued when a site is to be occupied for business purposes operating less than 3 days in any consecutive 14 day period:
 - lemonade stands, movable tables, temporary structures, wheeled displays, yard sales, BBQ stands, merchandise tents, outdoor auctions, etc.
- DelDOT may require improvements to the property or the roadway if safety issues arise during business operation

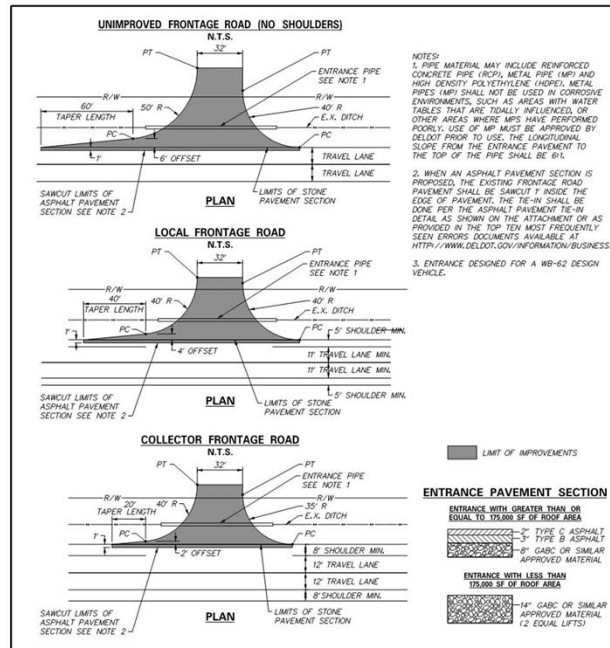
Chapter 8

8.5.2 Agricultural Production Operations (Within Structures)

- Entrance permits are required for ongoing agricultural production operations, (within buildings/structures), which create low to moderate traffic volumes. A more involved process applies:
 - IF Buildings/structures erected/used for agricultural production operations exceed 175,000 sf. of roof area
- OR
 - IF existing entrance was not designed and approved for the combined traffic of the existing and proposed uses.
- When either of the above conditions apply, The process for obtaining an entrance permit shall :
 - Follow the same process as a commercial entrance permit outlined in Chapter 6
 - Require that entrance modification/construction be completed
 - Require that plans be submitted as outlined in Chapters 3 and 5
- If the buildings/structures fall below both thresholds outlined above, the entrance shall be improved as illustrated in Figures 8.5.2-a and the entrance permit will be issued in similar fashion to a residential entrance permit, which is outlined in Chapter 7

Chapter 8

Figure 8.5.2-a
Agricultural
Entrance
Detail



Questions?

Thank You!