

## **SECTION 3: COMMERCIAL & ROAD APPROACH ENCROACHMENT PERMITS AND STANDARDS**

### **3.1 APPLICABILITY**

A. Prior to the start of any construction activity of that portion of an approach located within a County right-of-way, the property owner or his agent shall make application for an approach permit to the Bonner County Road and Bridge Department on forms provided by the Department in accord with Title 2, BCRC. Applications shall be accompanied by a drawing showing the design and location of the approach and any culverts, traffic control devices or other structures associated with the approach construction. A vicinity map shall accompany the application showing the location of the County right-of-way, and the travel way for a distance of four hundred (400) feet in each direction from the new access. Other intersections, approaches and driveways shall be shown upon the vicinity map. The fee for an approach permit is set by Resolution of the Bonner County Board of Commissioners.

B. This standard hereby adopts all requirements and instructions on the approach permit.

C. It is the applicant's responsibility to contact "One-Call" prior to the start of construction by dialing "811."

D. For the purposes of this Section, the term "approach" shall be used to mean all entrances and intersections for three or more residences (a road) or any commercial or industrial access including temporary or permanent logging roads. An entrance for less than three residences is included in Section 4, Driveway Permits and Standards.

E. The standards within this section shall be applicable to that portion of new entrances located within a County right-of-way, or entering upon a County maintained road.

F. Any changes in the type of surfacing or use shall require a permit. Maintenance of existing surface type, including lifts of new gravel up to 3" thick, may not require a permit unless the Bonner County Road and Bridge Department feels that the maintenance activities will detrimentally impact the roadway.

G. Any work which is done prior to obtaining a permit shall incur an investigative fee of \$65 in addition to the permit fee.

### **3.2 GENERAL**

A. Access to State Highways is regulated by the Idaho Transportation Department (ITD). The property owner is responsible to coordinate with ITD for satisfactory completion of any requirements.

B. Access to Bonner County roads & public right-of-ways is regulated..

1. Corner lots may be required to access on the roadway with the lowest classification and as close as practicable to the property line most distant from the intersection.

2. All new intersections shall comply with Section 6.7 and 6.11 of this standard.

3. All construction of accesses shall conform with the standards within this Section and with the terms of the permit issued.

4. Accesses shall be designed so that backing maneuvers from or onto a public road shall not be required for access.

5. In new subdivisions, the developer may be required to provide joint access to lots with frontage of less than 300 feet.

C. A traffic impact study may be required for subdivisions, multi family residences, commercial or industrial accesses. The costs of the study shall be the responsibility of the applicant. Refer to Section 9, Bonner County Traffic Impact Study Guidelines.

D. The Bonner County Road and Bridge Department has the right to review the safety issues of all accesses onto the public roadway and require a new permit for previously constructed accesses which pose a risk to the public. The permit fee in these cases may be waived by the Director if there are no other triggers requiring the new encroachment permit such as a Building Location Permit in progress. Under the new permit, work may be required to satisfy the critical safety criteria such as, but not limited to, sight distance, sight triangle, or a slope which prevents vehicles from sliding into the roadway during adverse conditions or water flowing out onto the roadway which may freeze and create a hazard. If an owner refuses to file for a new permit and do the required safety work, Road and Bridge may perform the required work at the owners expense.

### **3.3 STANDARDS**

That portion of any new access within a County right-of-way or entering onto county maintained roadways shall comply with the following standards:

A. The location, design and configuration of the access shall conform to the specifications and dimensions shown on Plate 1.

B. Wherever possible, no new access on collectors or arterial roads shall be located within three hundred and thirty (330) feet of an existing access, or the intersection of two public road rights-of-way. Locate accesses directly across from existing accesses where possible.

C. New accesses shall intersect the roadway at an angle of between eighty (80) and ninety (90) degrees, and as close to ninety (90) degrees as is possible.

D. Culverts under new accesses and located within a County right-of-way shall have a minimum diameter of twelve (12) inches and shall be double walled HDPE pipe or galvanized metal. Culverts shall be located and sized so as to form a continuation of the existing roadside drainage system and shall extend beyond the toe of any fill placed in association with the access. An engineering study may be required to size the culvert at the discretion of the Bonner County Road and Bridge Department, the cost of the study shall be at the expense of the applicant. The Bonner County Road and Bridge Department also has the ability to require galvanized metal in certain circumstances.

E. That portion of approaches located within a County right-of-way shall have a minimum travel surface width of thirty (30) feet and a maximum width of 50ft unless otherwise approved by the Road and Bridge Dept, and the surface of the access shall be connected to the surface of the County roadway by a curve with a radius of at least thirty (30) feet on both sides. Note: Where a full 30 foot radius quarter-arc (as shown on Plate 1) cannot be fit between the edge of the travelway and the edge of the right-of-way, a 30 foot radius shall still be used, starting tangent to the edge of the approach at the right-of-way line and extending until it intersects the edge of the travelway.

Where curbs and gutters have been installed or are planned to be installed, the driveway shall be constructed a minimum of 30ft wide with wings to maintain the integrity of the curb and gutter.

F. Maximum effort shall be made to ensure all new approaches slope downward from the roadway. The approach shall be designed as to prevent surface water runoff from reaching the County roadway. That portion of a new approach located within a County right-of-way shall have a maximum slope of six percent plus or minus (6%+/-) and a minimum slope of 2%+/-.

G. The minimum sight distance for new approaches entering arterial, collector or local access roads shall be a minimum of:

**Table 1: Commercial & Road Approach Sight Distance Requirements**

MPH	25	35	45	55
Asphalt Road (Flat)	155 FT	250 FT	360 FT	495 FT
Asphalt Road (6% Downgrade)	165 FT	271 FT	400 FT	553 FT
Gravel Road (Flat)	186 FT	300 FT	432 FT	594 FT
Gravel Road (6% Downgrade)	198 FT	325 FT	480 FT	663 FT

\*Sight distances in above table are based on the AASHTO "[Policy on Geometric Design of Highways and Streets](#)" Exhibit 3-1 and Exhibit 3-2 for comfortable stopping sight distances on wet asphalt. Gravel road stopping distances have been increased by 20% of their asphalt

counterparts. If the characteristics of the road near the approach prohibit travel at the posted speed limit, such as in narrow areas with tight curves, the Road and Bridge Department Engineer may use engineering judgement to select a more reasonable speed from the table to be used at the approach, but shall not be less than 25mph. For slopes other than the 6% downgrade listed, the Engineer may interpolate data to determine the required sight distance.

With a minimum sight triangle of 40 feet. See Plate 2, Sight Triangle at Intersections. Permittee/Owners shall be required to perform necessary brush removal and/or excavation to maintain sight distance.

If the design speed is not posted in the field a design speed of 35 MPH will be assumed for encroachment permits on gravel roads and 45 MPH will be assumed for encroachment permits on paved roads, unless determined otherwise by the Road and Bridge Engineer.

The Applicant may challenge the sight distance requirements by hiring a licensed professional engineer to complete a sight stopping distance & safety study for the proposed location and make recommendations to Bonner County Road and Bridge Department's Engineer and/or Director, who may accept or reject the recommendations for decreased sight distance requirements.

H. During construction of approaches, such barricades, signs, and other traffic control devices shall be erected and maintained in conformance with the latest edition of the Manual on Uniform Traffic Control Devices and in accordance with the approved traffic control plan.

I. The surface materials for approaches shall be a crushed rock such as ¾" minus, 1" minus, or 2" minus or a hard surface such as asphalt or concrete. If using a hard surface approach on a gravel road, the hard surfacing shall not extend closer than 5ft to the edge of the travelway to avoid being caught by snow plows or interfering with other maintenance operations.

### **3.3.1 TEMPORARY ACCESS STANDARDS**

A. An Applicant may apply for a temporary access encroachment permit in cases when the access will be used for no more than 6 months, such as during logging operations. The requirements for a temporary access shall be identical to those of a permanent approach except for the items listed below:

1. The required width of a temporary access shall be 20 feet instead of 30 feet. 30 ft radii will still be required to facilitate the tracking of large vehicles.
2. The required slope downward from the roadway may be a maximum of 10% instead of 4%. On sites where a downward slope is infeasible, an upward slope of up to 6% may be allowed at the discretion of the Road and Bridge Department when weather is above freezing for the duration of

- operations. Drainage must be designed to keep water from running onto the road.
3. The angle of intersection with the road shall be between 60° and 90° instead of 80° to 90°.
  4. Culverts may still be required by the Road and Bridge Department.
- B. Upon completion of operations, the access must be removed and the ditchline and right-of-way restored as per Section 3.4 below. The applicant shall contact the Road and Bridge Dept to notify that the restoration has been completed.

### **3.4 RESTORATION REQUIREMENTS**

A. During construction, the roadway and ditches shall be kept clean of mud, dirt, and other debris. If necessary, the Applicant shall sweep or wash the roadway as needed throughout construction. The construction of a temporary rock construction entrance may also be required if at any time the Road Department feels it necessary to ensure a clean roadway. Rock construction entrances shall be no closer than 5ft to the edge of the travelway to avoid large rocks being kicked into the travelway.

B. Existing drainage ditches, culverts, etc., shall be kept clean at all times and temporary diversion of any drainage system will not be permitted without the consent of the Bonner County Road and Bridge Department. Any drainage culvert, catch basin, manhole or other drainage structures disturbed by excavation shall be replaced with new material or repaired to the satisfaction of the Bonner County Road and Bridge Department. Temporary erosion/sedimentation control measures shall be employed to protect adjacent property and storm drain facilities in accordance with Best Management Practices.

B. Any disturbance of the travel surface, shoulders, ditches drainage or traffic control devices shall be repaired and restored to its prior condition or better. If surface or pavement settling should occur within one (1) year of the installation of the approach, repairs shall be made by the applicant as directed by the Bonner County Road and Bridge Department and at no cost to the County. If the applicant fails to make the necessary repairs, the County may initiate the repair and bill the applicant. No new permits within County rights-of-way will be issued to the applicant until such claim has been settled.

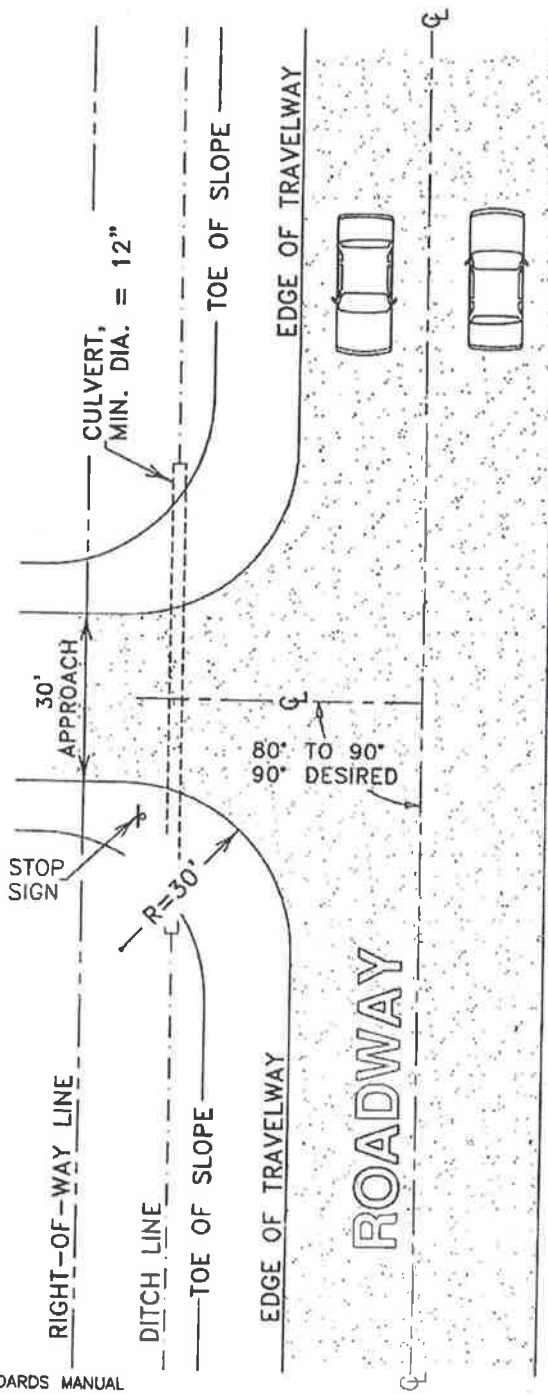
C. Upon completion of construction of the approach, all rubbish and debris shall be immediately removed and the roadway and the roadside shall be left neat and presentable to the satisfaction of the County.

D. All areas within the County right-of-way which have been disturbed or denuded of vegetation shall be reseeded, in accordance to ISPWC standards,

as soon as possible after construction is completed to the satisfaction of the Bonner County Road and Bridge Department.

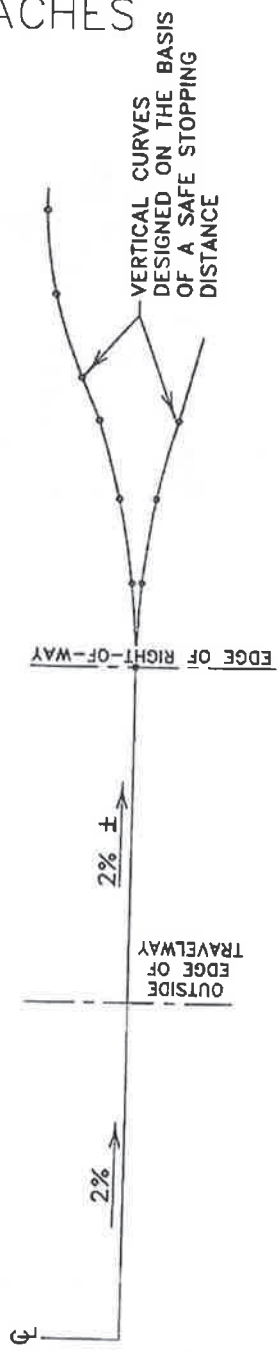
E. Maintenance of the approach and any culverts under the approach shall be the sole responsibility of the Applicant and their successors.

# PLATE 1: STANDARD APPROACHES



## PLAN DIMENSION REQUIREMENTS

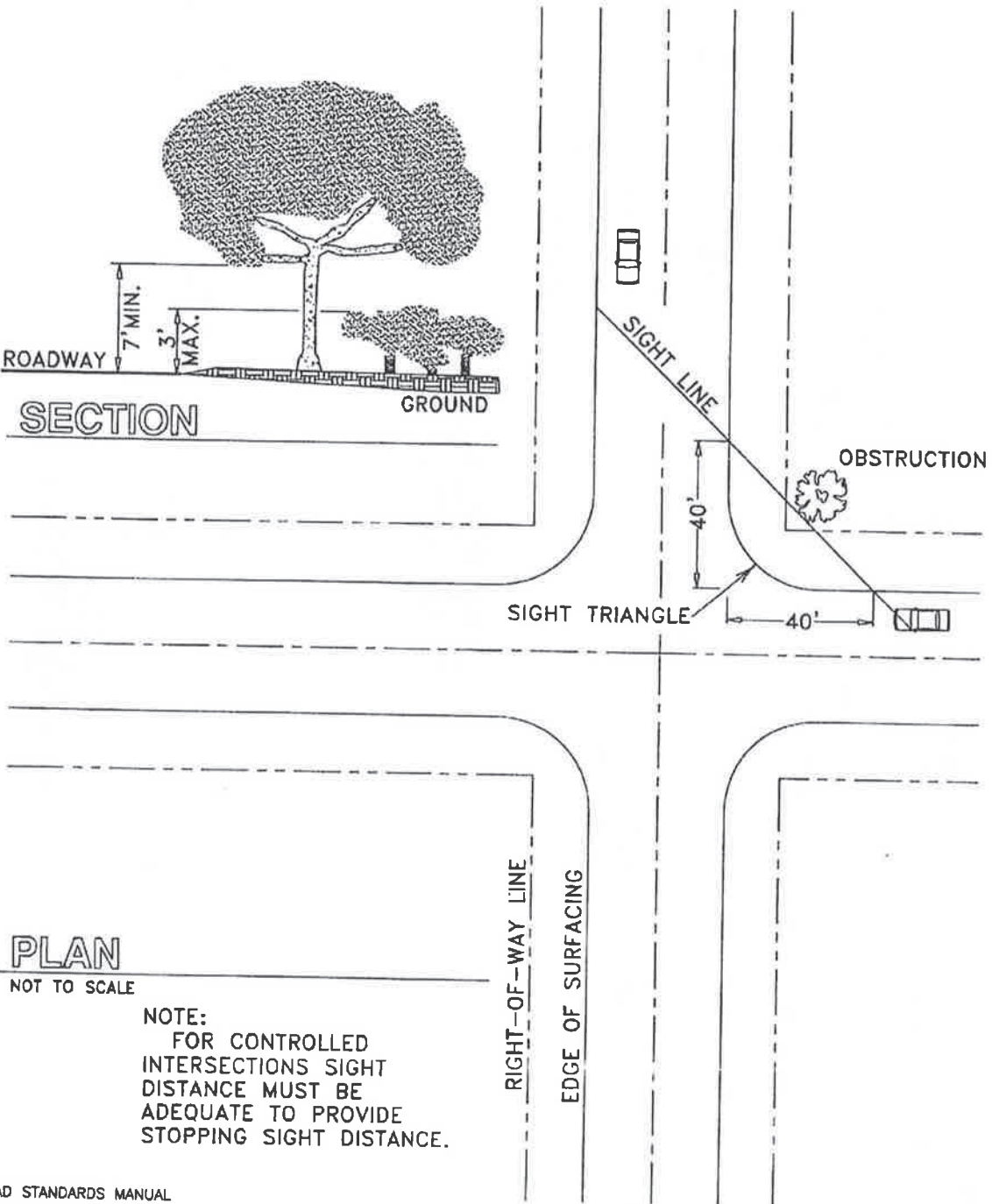
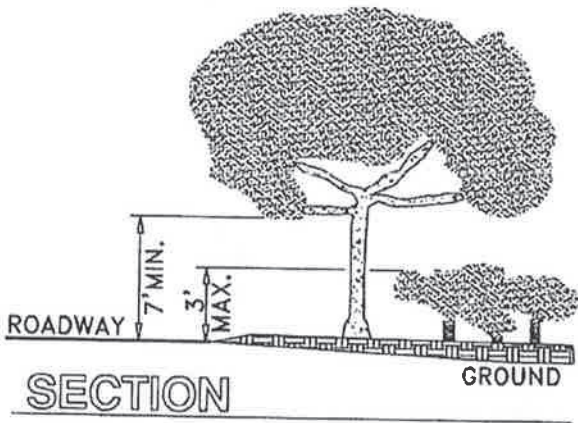
NOT TO SCALE



## GRADE REQUIREMENTS

NOT TO SCALE

PLATE 2:  
SIGHT TRIANGLE AT INTERSECTIONS



NOT TO SCALE

NOTE:  
FOR CONTROLLED  
INTERSECTIONS SIGHT  
DISTANCE MUST BE  
ADEQUATE TO PROVIDE  
STOPPING SIGHT DISTANCE.