

Access Management Regulations

WITHIN THE UNINCORPORATED AREAS OF LUCAS COUNTY, OHIO



Office of the Lucas County Engineer

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FOREWORD

The *Lucas County Access Management Regulations* contained in this document have been prepared in accordance with the requirements of Amended House Bill 366, now Ohio Revised Code Chapter 5552, and represents the consensus of an Advisory Committee appointed and operating in accordance with ORC Chapter 5552.

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1. INTRODUCTION AND GENERAL PRINCIPLES

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.

What is access management? From the Transportation Research Board's *Access Management Manual*, access management is the systematic control of the location, spacing, design, and operation of driveways, median openings, interchanges, and street connections to a roadway. It also involves roadway design applications, such as median treatments and auxiliary lanes, and the appropriate spacing of traffic signals.

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 turbulence and friction in the traffic stream thereby reducing driver tension. It also overcomes the adverse economic impact to an area caused by congestion.

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 need 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

1.1 Purpose of Regulations

The purpose of this document is to define the principles and policies for access management on all county and township roads in Lucas County. Administration of the regulations considers traffic safety and capacity including many variables, such as the functional classification of the public roadway, nature of the access point, volumes of traffic, and the impact on signal systems, etc.

1.2 Application of Regulations

- A. These regulations **SHALL APPLY** to:
1. New developments on any parcel of property not subject to regulations for major subdivisions adopted under Chapter 711 of the ORC.
 2. Significant changes of use of existing development, as defined in Section 2.2, on any parcel of property not subject to regulations for major subdivisions adopted under Chapter 711 of the ORC.
 3. Lot splits or minor subdivisions, subject to approval without platting under ORC Section 711.131.

- B. These regulations **SHALL NOT APPLY** to:
1. Major subdivisions, subject to platting approval under ORC Sections 711.05 or 711.10.
 2. State or federal routes.
 3. Township roads in Urban Townships that have adopted access management regulations.
 4. Streets, highways, or other roadways located in a municipal corporation.
 5. 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 significantly increases the types of traffic or traffic volume on a street or highway as per Section 2.2.
 6. Access points for minimum volume (MIV) drives, field drives and utility drives as per Section 5.

It should be noted that, even in situations that do not fall within the realm of these access management regulations, the LCEO always has the responsibility for insuring that any new access onto a county road meets all safety and capacity requirements. The existing physical condition along the roadway may warrant more stringent access restrictions than stated in these regulations. An example of such would be where there is existing guardrail or guardrail is warranted and the proposed access requires a new opening in said guardrail.

The recommendations/standards of an approved corridor study shall take precedence over these regulations.

1.3 Urban Townships

Urban Townships, as defined in Section 5, may adopt their own regulations; if so, those regulations would apply only to township roads. The Lucas County Access Management Regulations would continue to apply to county roads within an urban township which has adopted its own regulations.

1.4 Goal of Access Management

The over-riding goal of the access management policy is to improve highway safety by reducing the number of conflict points (thus reducing the

potential for crashes). Another goal of the access management policy is to allow for the development and/or redevelopment of property and at least maintain the existing Level of Service (LOS) on county and township roads, and to improve the LOS if and when possible. LOS is a qualitative measure of operating conditions in a traffic stream and considers such measures as speed and travel time, ability to maneuver (change lanes, etc.) traffic interruptions and comfort and convenience. LOS may range from A, the best operating conditions, to F, the worst.

1.5 Safety

Safety issues must receive the highest priority; adequate sight distance is necessary for all intersections and access points. American Association of State Highway and Transportation Officials' (AASHTO) specifications are used in evaluating sight distance, unless otherwise directed by the LCEO.

1.6 Approvals and Permits

Access to all county and township roads is within the jurisdiction of the LCEO. Within ten (10) working days after the submittal of the permit application/information, the LCEO will determine if the information is in sufficient detail and therefore adequate to review for access. Within twenty (20) working days after the submittal, LCEO will complete the review of the plans/information and will either approve or deny the access plan. If LCEO denies the access, the denial and the reasons for the denial will be sent in writing to the applicant. A failure by LCEO to approve or deny within twenty (20) working days, in whole or in part, any permit within the above period shall constitute a granting of approval for the permit.

When access has been approved, the property owner, contractor, or developer may apply for a driveway permit.

The Access Management System Map shall serve as reference for identifying roadway classifications relative to the use of these regulations. Appendix B contains a separate chart for each of the classifications.

Access approval is based primarily on the traffic generated by the use of the property. If the traffic-generating characteristics change, and/or the property undergoes any other significant change in use as defined in Section 2, the property owner will be required to submit a new access request for review and approval.

1.7 Fees

In accordance with ORC Chapter 5552, the BLCC may develop and set a schedule of non-refundable fees that may be charged in connection with the application for an access permit and/or the certification of the compliance with the Access Management Regulations. The fees charged may not exceed the actual cost of administering the permit process and maintaining the program. The schedule of fees may be adjusted yearly in accordance with the resolution passed by the BLCC. The access permit fees shall be collected by the LCEO as part of the application process for the permit.

See Appendix C for the current permit fee schedule. Contact the LCEO for any applicable revisions.

1.8 Lucas County Access Appeals Board and Enforcement

- A. The BLCC shall designate a Board of Appeals for Access Management composed of three (3) residents of Lucas County, who shall serve four (4) year overlapping terms. The BLCC may appoint a Lucas County resident to serve as an alternate member in the event that a regular member is unable to serve. Appointees shall have a background in transportation engineering or planning. 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 Board of Appeals shall be filled by appointment of the BLCC for the unexpired term. The Board of Appeals shall hear and decide variances to these regulations in accordance with the standards of this Section. It may also hear appeals where it is alleged that the Lucas County Engineer made an error in any order, requirement, decision or determination in the enforcement of these access management regulations.
- B. Variances may be granted by the Board of Appeals for all classes of access (driveways). Variances are appropriate if not contrary to the public interest where, owing to special conditions, a literal enforcement of the regulations will result in unnecessary hardship, and such that the spirit of the regulations will be observed.
- C. In the granting of variances in accordance with the standards in paragraph B, the Board of Appeals should consider the following:

1. That by not granting the variance, all reasonable access would be denied.
 2. Whether granting the variance would endanger the public safety.
 3. Whether the hardship was self-created.
 4. Whether granting the variance would hinder traffic safety or the proper operation of the public road.
 5. Whether granting the variance would be consistent with the purpose of these regulations.
 6. Whether all feasible access options except granting a variance have been considered.
- D. The person requesting a variance may provide evidence of unique or special conditions that make the strict application of these regulations impractical or impossible. Such evidence may include:
1. Indirect or restricted access cannot be obtained.
 2. No reasonable engineering or construction solutions can be applied to mitigate the condition.
 3. No alternative access is available.
- E. All applications for appeals or variances shall be made on the form provided by the BLCC and shall be accompanied by the fee established by the BLCC. Appeals shall be filed within thirty (30) calendar days of the County Engineer's decision.
- F. A record of the hearing shall be kept and all testimony shall be taken under oath. The applicant shall have the right to present witnesses and evidence and to cross-examine witnesses who testify adverse to his/her position. The Board of Appeals shall render its decision in writing within thirty (30) calendar days of the conclusion of the hearing.
- G. An appeal of a decision by the Board of Appeals shall be in accordance with Chapter 2506 ORC.

- H. If any driveway is installed contrary to these regulations, the LCEO shall notify the property owner in writing. The notification shall identify the problem with the driveway and establish a fifteen (15) calendar day period for the property owner to correct the problem. If the problem is not corrected within fifteen (15) calendar days, the LCEO may block the access at the point that it enters a public road right of way until regulations are met to the satisfaction of the LCEO by the owner.
- I. In addition, whoever violates any provision of these regulations shall be fined not more than five hundred dollars (\$500.00) for each offense. Each day of violation is a separate offense.

1.9 Relationship to Other Laws and Regulations

All current rules and regulations of the Lucas County Planning Commission (LCPC) for platting land shall apply.

All current township zoning resolutions shall apply. When the zoning regulations conflict with these regulations, the zoning resolutions prevail.

All lot splits shall be required to have access locations pre-approved by the LCEO prior to the submittal of an application for a lot split to the LCPC or the Lucas County Engineer's Tax Map Department.

These regulations shall apply to all access requests and/or driveway permit applications received on or after the effective date of this document.

Any part of this document that is found to be unlawful by the Court(s) having jurisdiction in these matters shall not invalidate any part of the remaining regulations.

2. ACCESS MANAGEMENT PROCEDURES

2.1 When Access Management Regulations are to be Applied

The access management regulations shall be applied in accordance with Section 1.2.

2.2 Significant Change in Use

The determination of the significance of a change in use shall be made by the LCEO. Based on this determination, the LCEO shall advise the applicant whether a further evaluation of traffic conditions, as described in Section 2.3, will be required. This determination will be based on the traffic impacts associated with any one or more of the following:

- Change in size of an existing building, except those served by a minimum volume driveway or a very low volume driveway
- Change in use (see definition below) of the property
- Increase of parking requirements or number of parking stalls and pavement
- Demolition and redevelopment of the property
- Change in zoning including special & conditional uses

Change in use includes but is not limited to the following:

- The use of the access increases in the existing actual vehicular volume by 20 percent or more or an actual increase of 10 or more trip ends in the peak hour;
- 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;
- 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;
- The historical use of the access was less than daily use, and the new use would be for daily use of the access;
- The free flow of vehicles entering the property is restricted or such that vehicles queue on the highway, creating a highway hazard.

Prior to the submittal of plans, it is recommended that applicant, meet with the LCEO to determine the access management requirements for the development/proposal. It is also recommended that applicants obtain a Certificate of Compliance with the Access Management Regulations from the LCEO prior to submitting an application for a zoning permit, a building permit or a lot split in order to determine the access management requirements for their proposal and in order to expedite the process for issuance of the zoning and/or building permit(s).

2.3 Evaluation Required

The key determinants governing the magnitude of the evaluation will be the functional classification of the road(s) serving the proposed development and the magnitude of peak-hour trips expected to be generated.

Based on the factors in Section 2.2, the LCEO may require the developer to prepare a full traffic impact study (TIS). At a minimum, the developer will be required to address the traffic operational and safety aspects of the proposal in an access management assessment (AMA) that will also respond to specific requirements outlined in these regulations.

Using the appropriate chart in Appendix B determined by the Access Management System Map and magnitude of traffic expected to be generated (as defined by the current edition of the Institute of Transportation Engineer's *Trip Generation Manual* or other means approved by the LCEO), the LCEO will determine the required minimum signal (if appropriate), road or street, and/or driveway spacing.

If the access point(s) cannot meet the requirements listed in the appropriate chart and/or the other requirements of the access management regulations, the LCEO will consider other alternate access points, restrictions and/or conditions that will meet as closely as possible the applicable requirements. The LCEO will consider such items as existing driveways on the opposite side of the street to avoid locations which would create interlocking left turn movements or other situations which would create a safety hazard on the public roadway.

Whenever unsignalized approaches on both sides of the accessing street are not aligned, safe offsets as shown in Table 1 should be maintained. Very low volume generators are exempt from this section.

Table 1: Minimum Off-sets between Opposing Driveways

Generator Type on Accessing Side	Generator Type on Opposite Side	Minimum Off-set
Low	Very Low	N/A
Low	Low	150 to 200 feet
Low	Medium	150 to 200 feet
Low	High	300 to 400 feet
Medium	Very Low	N/A
Medium	Low	150 to 200 feet
Medium	Medium	150 to 200 feet
Medium	High	300 to 400 feet
High	Very Low	N/A
High	Low	300 to 400 feet
High	Medium	300 to 400 feet
High	High	300 to 400 feet

If the developer is unable to implement the “required” forms of access, the LCEO, in lieu of allowing full access may require limited access such as: right-in/right-out only or may allow temporary access with agreements to utilize cross easements or connections to future service roads when neighboring properties develop. Such agreements may include the construction of service or connecting roadways to the property lines where they would be stubbed awaiting extension when the adjoining properties redevelop. Such agreements shall be duly recorded and will remain with the property even if/when it is transferred to another owner.

2.4 Cross-Access Easements and Drives

Cross-access service drives shall be used to meet minimum spacing requirements for multiple adjacent properties when individual frontages are insufficient to meet the required spacing standards. A system of joint-use service drives and cross easements, as illustrated in Figure 1 (Appendix A, Page A-1), shall be established in such cases where individual properties cannot meet minimum spacing requirements.

Rear cross-access service drives shall be utilized wherever possible. If front cross-access drives must be utilized, they shall be designed and constructed as illustrated in Figure 2 (Appendix A, Page A-2) so that intersections of cross-access service drives with access drives to public roads shall be located no closer to the public roads than the Lateral Access Restriction requirements contained in the charts in Appendix B.

Other attributes of joint and cross-access service drives shall be as follows:

- Location and alignment of joint and cross-access service drives must insure that, ultimately, continuous drives or cross-access corridors will extend the entire length of each block and provide connections to the public roads bounding those blocks.
- The locations of the connections with the bounding public roads shall also follow the Lateral Access Restriction requirements of the appropriate charts, as illustrated in Figure 1.
- Service drives shall be designed and constructed sufficiently wide to accommodate two-way travel, on tangents as well as curved sections, by automobiles, service and delivery vehicles.
 - Service drives servicing 2 to 6 single-family residential sites shall have a minimum pavement width of 16 feet.
 - All other uses including multi-family, retail, commercial, industrial, office, etc. shall have a minimum pavement width of 24 feet, measured from edge of pavement to edge of pavement or from face of curb to face of curb. The pavement shall be widened on curves to facilitate usage by trucks. The pavement geometrics shall be sufficient to support a 15 mph design speed.
- Stub roads and other design features shall make it visually obvious that service drives are intended to tie in abutting properties and to provide cross access via a service drive.
- A unified access and circulation system plan including coordinated and/or shared parking spaces shall be the goal wherever possible.

2.5 Legal Documentation of Joint and Cross-Access Drives

Each property owner affected by the requirements for implementation of joint and cross-access service drives shall:

- Record easements with the deed to provide for cross-access between his/her property and other properties that are or will ultimately be served by joint-use drives, cross-access drives and/or service drives. Easement rights shall be granted to adjoining properties relative to an overall access plan for that area.
- Record a declaration with his/her deed relinquishing remaining access rights along the public road to the BLCC when all necessary joint and cross-access service drives required for access to the public roadway

have been completed. Upon completion of the new access facilities, all pre-existing driveways will be closed and removed by the property owner(s) after all of the access-control features are constructed and approved by the LCEO.

- Record a joint maintenance agreement with the deed defining maintenance responsibilities of the property owners. This document can only be prepared and executed after two or more adjacent property owners have initiated significant changes in use of their properties and have become subject to the requirements for joint and cross-access service drives. The intent to pursue a joint maintenance agreement should be incorporated into the easements providing for (future) cross easements.
- Construct all common joint-use drives, cross-access and/or service drives prior to the LCEO certification of compliance with the Access Management Regulations which is required prior to the issuance of the final occupancy permit by the Lucas County Building Regulations Department.
- Prior to the recording of all documents, copies shall be provided to the LCEO and the LCPC for review and approval. Copies of all recorded joint access and maintenance agreements shall be provided to the LCEO, LCPC, ODOT (if applicable), and the Township with jurisdiction.

2.6 Temporary Access Driveways

- Temporary access (driveways) may be permitted by the LCEO when other permanent access requirements cannot be met. When permanent access becomes available, the temporary driveway permits shall be revoked. The owner shall remove the temporary driveway and restore the right of way. The permitting of a temporary driveway and stipulations for its removal shall be recorded as a declaration with the deed to be transferred with the property.
- Temporary driveways, when permitted, shall be constructed as required by the LCEO. The LCEO will maintain a data base of temporary driveways to assure their removal when no longer permitted. Temporary driveways shall be removed by the property owner within ninety (90) calendar days of receiving notification from the LCEO that the temporary driveway shall be removed or re-

constructed with limited access. If an extension is requested in writing by the property owner due to weather conditions, the LCEO may extend the time allowed for removal.

2.7 Access Connection and Driveways – General Design Criteria

- Driveways and/or service drives shall be located on the lowest functional class of roadway on which the property has frontage or a shared access point unless the LCEO determines that the public safety would be better served by allowing access on the higher functional class roadway. For major residential subdivisions with private roadways and/or private driveways, the locations will be determined during the LCEO review process.
- Driveway design shall conform to the requirements and standards set forth in the current edition of ODOT's *Location and Design Manual* and ODOT's *State Highway Access Management Manual*. Driveway width and flairs shall be adequate to accommodate the movement of the anticipated volume of traffic onto and off the public highway.
- Construction of full-access driveways along turn lanes, acceleration and deceleration lanes, including tapers is prohibited because of potential weaving conflicts and obstruction of the public roadway (See Figure 4). This restriction does not apply to two-way left turn lanes (TWLTL).
- Construction of commercial driveways within the circulatory roadway of a roundabout intersection shall only be permitted by the construction of a full approach including a splitter island. Construction of commercial driveways on the approach to a roundabout intersection shall consist of a right out only drive on the inbound approach and a right in only drive on the exit to the roundabout (See Figure 6). Residential driveways shall be reviewed on a case by case basis by the LCEO at roundabout intersections.
- Intersection sight distance (ISD) and stopping sight distance (SSD) should be considered for access connections and driveways.
- In cases where more than one restriction applies, the most stringent should be utilized.

3. ROAD CLASSIFICATION REQUIREMENTS

There are six (6) charts used for defining access management requirements on the county and township roads covered by these regulations. There is one for each functional classification – major arterial, minor arterial, major collector, minor collector, minor collector (2nd Class) and local. The functional classifications are defined in Section 5 of these regulations.

The county and township roads have been classified for the purpose of access management in Appendix D, Access Management Systems Map.

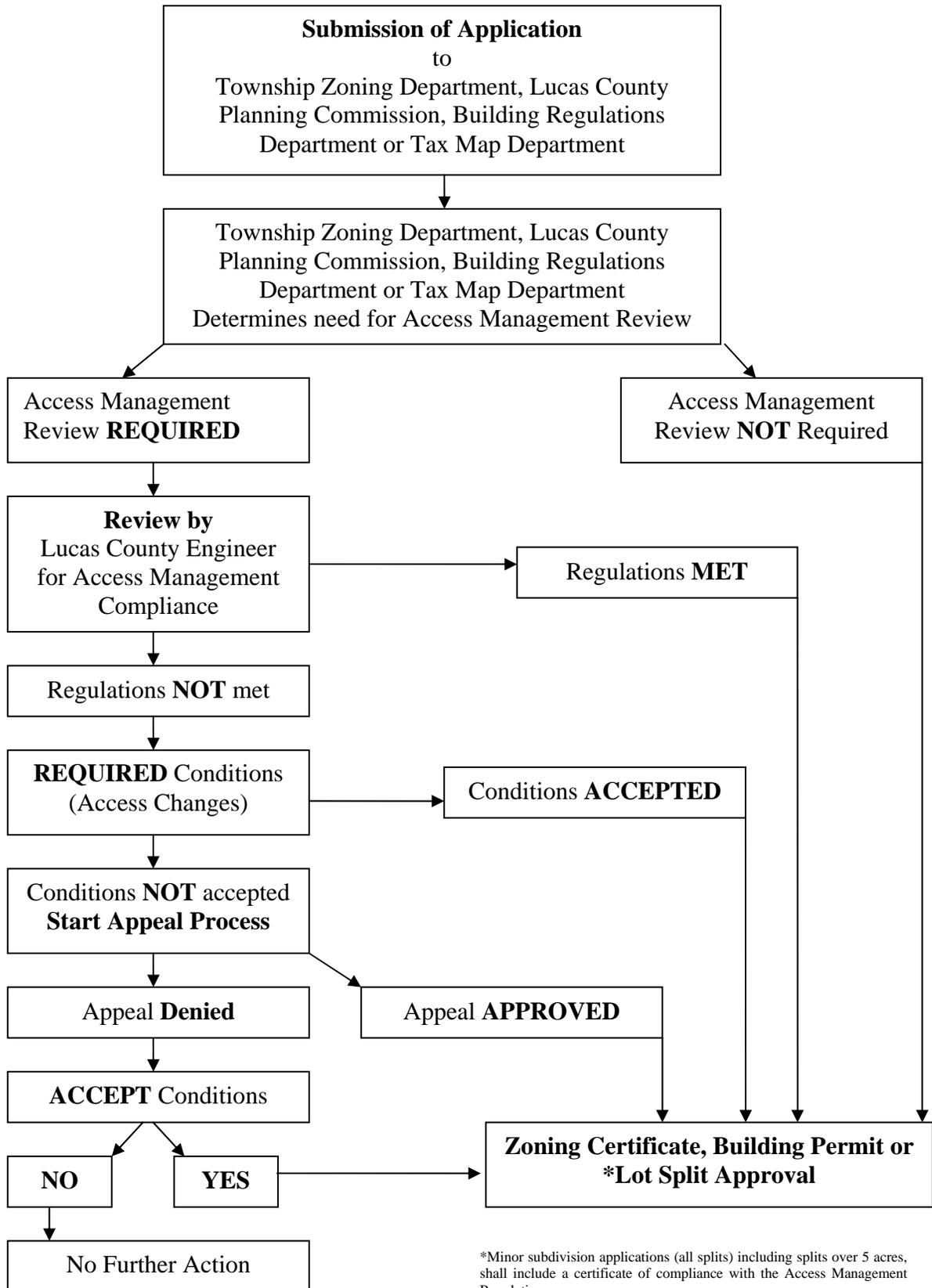
The charts have been set up in matrix form with the access connections, ranging from the highest level (street or road) at the top down to the lowest (temporary access/driveway) on the left side and the access requirements as column headings across the top. Refer to Section 5 for definitions of the terminology.

The charts are as follows:

Chart 1	Road Classification:	Major Arterial
Chart 2	Road Classification:	Minor Arterial
Chart 3	Road Classification:	Major Collector
Chart 4	Road Classification:	Minor Collector
Chart 5	Road Classification:	Minor Collector (2 nd Class)
Chart 6	Road Classification:	Local

NOTE: Road classifications defined by this document are for the sole purpose of this document and were defined by the LCEO according to current and anticipated future function and use. The road classification defined in this document are not to be substituted for the Toledo Metropolitan Area Council of Governments (TMACOG) regional road classification map or the LCPC Major Street and Highway Plan.

4. ACCESS APPROVAL & PERMIT PROCESS FLOW CHART



Access Approval & Permit Process

Permit Process

Prior to submitting plans, applicants are encouraged to discuss their proposal with the LCEO.

1. Application for a zoning certificate, building permit or lot-split is submitted to the Township Zoning Department (TZD), Building Regulations Department (BRD), Lucas County Planning Commission (LCPC), or Tax Map Department (TMD).
2. Application is reviewed by Lucas County Planning Commission, Township Zoning Department, Building Regulations Department or Tax Map Department to determine if the application needs to be reviewed by the County Engineer for Access Management review.
3. If the application does not need review, the application is processed following normal procedures. If the application requires Access Management review, the application is transmitted to the LCEO for Access Management review.
4. After LCEO reviews the application, it will either approve as submitted, or require conditions/changes. If the application is approved as submitted, the application is transmitted back to BRD/TZD/LCPC/TMD for standard approval process. If the application is denied or requires changes made to the application, the LCEO transmits the application back to the applicant.
5. The applicant shall either make the changes or appeal the regulations to the Lucas County Access Appeals Board (LCAAB).
6. If the applicant makes the changes, the application is transmitted back to the BRD/TZD/LCPC/TMD for standard application procedures.
7. The Appeals Board may sustain or deny the appeal. If the appeal is denied, the applicant shall make the changes or withdraw the application. If the appeal is sustained, the application is transmitted back to the BRD/TZD/LCPC/TMD for further processing.

5. DEFINITIONS & ACRONYMS

Access Classification. A classification system that defines driveways, including paths and trails, according to their purposes, use and volume of traffic.

a. Minimum Volume (MIV) driveway.

- i. Field drive – provides access to agriculture lands and principally used by farm equipment.
- ii. Utility drive – provides access to public utilities facilities.

b. Very Low Volume (VLV) driveway.

Less than 10 trip ends in the peak hour.

- i. Farm drive – provides access to farm buildings, including single home.
- ii. Single family residence drive.
- iii. Single family common access drive serving six or fewer residential units.
- iv. Multi-Family residential drive serving six or fewer residential units.
- v. Some walking, jogging, biking or equestrian trails.

c. Low Volume (LV) driveway.

10 trip ends but less than 50 trip ends in the peak hour.

d. Medium Volume (MEV) driveway.

50 or more up to 200 trip ends in the peak hour.

e. High Volume (HV) driveway.

More than 200 trip ends in the peak hour.

f. Temporary Access/Driveway.

An access or drive that is permitted for use only until the preferred alternate becomes available, at which time the owner will be required to construct the new access point, remove the temporary access, and modify any traffic

patterns on his/her property to utilize the new (preferred) location.

Access Connection. Any driveway, street, road, turnout, trail, path or other means of providing for the movement of vehicles, equipment, cars, trucks, buses, motorcycles, bicycles, pedestrians, or horses or other animals to or from the major roadway system for the purpose of accessing, leaving or crossing the major roadway. The “major roadway” is part of the hierarchical system defined these Definitions.

- a. **Public Street or Road.** A publicly-dedicated right of way improved for vehicular, pedestrian, and bicycle traffic.
- b. **Non-Public Road (Private Street).** A privately-owned roadway improved for vehicular, pedestrian, and bicycle traffic. This category does not include new subdivision streets that have not yet been dedicated and accepted. It includes subdivision streets that have never been dedicated for public use and that remain private streets.
- c. **Driveway.** The physical access connection for vehicular traffic between a roadway and abutting land. A driveway can include a pedestrian and/or bicycle component.
- d. **Path or Trail.** An access connection to a roadway for pedestrians, bicycles, horses or other animals.
- e. **Temporary Access (Conditional).** Access that is permitted for use until a preferred alternative access becomes available.

Access Management Assessment (AMA). A study of the impact of a proposed development that will not significantly increase traffic volumes. An AMA should include the use of the parcel, an estimate of traffic, and the proposed means of access (including locations of adjacent driveways). An AMA should address the operational and safety effects of the development, including needed improvements. The AMA should be done by a professional engineer (PE), registered with the State of Ohio, with experience in the area of traffic engineering.

- a. **Access Improvements.** Actions that would be required to bring the development’s access into conformance with the Access Management Regulations.

- b. **Operational & Safety Improvements.** These actions include any geometric, signalization and/or operational improvements deemed necessary. Such actions could include improvements needed to meet sight-distance requirements.

Corner Spacing. The minimum required distance along a public road between an intersection and the first access point. The distance is determined by the classification of the public road, and the values shown in the appropriate matrices, see Appendix B. This distance is measured from the perpendicular part of the roadway or driveway, edge to edge and not between centerlines.

Intersection Sight Distance (ISD). A cross-corner measurement between a vehicle approaching an intersection on a main road and a vehicle stopped on a side road at the main road. It is the measure of the line of sight, both horizontally and vertically, that allows the drivers of both vehicles at or approaching an intersection to see each other in time for necessary decision-making or avoidance maneuvers. The ISD must be sufficient to allow the driver on the main road approaching the intersection to have not only an unobstructed view of the entire intersection but also a sufficient length along the highway to permit him/her to anticipate and avoid potential collisions. The ISD should also be sufficient so motorists, entering or crossing the main road, have sufficient distance to observe oncoming traffic in order to safely enter or cross the main road. ISD shall be as defined in the current edition of *A Policy on Geometric Design of Highways and Streets*, published by the American Association of State Highway and Transportation Officials. Determination of ISD shall follow the procedures outlined in the AASHTO publication.

Lateral Access Restriction. The minimum required distance along a side road (private or local) not on the access management system from its intersection with the access-management-system public road to the first access point. If the side road is on the access management system, the corner spacing requirements shall be in effect. The values are shown in the appropriate matrices, see Appendix B. This distance is measured from edge to edge and not between centerlines.

Level of Service. LOS is a qualitative measure of operating conditions in a traffic stream and considers such measures as speed and travel time, ability to maneuver (change lanes, etc.), traffic interruptions and comfort and convenience. LOS may range from A, the best operating conditions, to F, the worst.

Road Classification. A hierarchical system of roadways, classified by function, used to determine the appropriate level of access management. The functional classification of roadways is a system whereby roads are described in terms of their usage. Generally, roads provide two functions. The first is mobility, providing people the ability to go from one place to another. The second is the provision of access to abutting properties.

Higher-classification roadways, arterial in nature, require more stringent access management methods in order to protect their primary role of providing mobility by carrying traffic. Lower classifications, called locals, have their primary role of providing access to abutting properties. As one road function increases, the other necessarily decreases.

Figure 5 illustrates the relationship between providing mobility and access to abutting properties.

- a. Freeway.** The highest type arterial highway, always divided, designed for relatively uninterrupted, high-volume mobility between cities and other major areas with full control of abutting land access and utilizing grade separations (interchanges) at limited points for access. “Access Management” for a freeway is related to the number and spacing of interchanges. Proposals for additional interchanges on a freeway are subject to an exhaustive study, termed an interchange justification study, to assure that capacity is not degraded.
- b. Expressway.** The next highest arterial highway, normally divided, also designed for relatively uninterrupted, high-volume mobility between areas, with full or partial control of access and a mixture of intersections (at grade) and interchanges (grade-separated). Trip lengths and volumes on expressways are generally less than on freeways.

- c. **Major Arterial.** Arterials are intended to provide a greater degree of mobility rather than land access; consequently, it is important that access points be minimized. A major arterial is a highway that is of regional importance and is intended to serve high volumes of traffic traveling relatively long distances within and even beyond the county. It may connect urban centers with one another and/or with outlying communities and employment or shopping centers. A major arterial is intended primarily to serve through traffic, and access should be controlled.
- d. **Minor Arterial.** A roadway, also serving through traffic, that is similar in function to a major arterial, however, serves trips of shorter distances, and may provide a higher degree of property access than do major arterials.
- e. **Major Collector.** A roadway that provides for traffic movement between local roads/streets and arterials or community-wide activity centers over moderate distances. Major collectors may also provide direct access to abutting properties, such as regional shopping centers, large industrial parks, major subdivisions and community-wide recreational facilities, but typically not individual residences. Most major collectors are through streets.
- f. **Minor Collector.** A roadway similar in function to a major collector but which carries lower traffic volumes over shorter distances and has a higher degree of property access than Major Collectors.
- g. **Minor Collector (2nd Class).** A roadway similar in function to a Minor Collector but which provides a higher degree of property access than Minor Collectors. Minor Collector (2nd Class) may serve as main circulation street within large, residential neighborhoods or commercial subdivisions.
- h. **Local.** A roadway that is primarily intended to provide access to abutting properties. It tends to accommodate lower traffic volumes, serves short trips (generally within neighborhoods), and provides connections preferably only to collector streets rather than arterials.

Stopping Sight Distance (SSD). The distance required by the driver of a vehicle, traveling at a given speed, to bring the vehicle to a stop after an object in/on the roadway becomes visible. The SSD includes the distance traveled during the driver's perception-and-reaction time as well as the vehicle's braking distance. Stopping sight distance shall be defined in the current edition of *A Policy on Geometric Design of Highways and Streets*, published by the American Association of State Highway and Transportation Officials. SSD is required, at a minimum, in all elements of new and/or reconstructed roads and streets, including driveways and access points.

Trip or Trip End. A single or one-direction vehicle movement with either the origin or the destination (existing or entering) inside a study site. For trip generation purposes, the total trip ends for a land use over a given period of time are the total of all trips entering plus all trips exiting a site during a designed time period. Rates shall be determined from the *ITE Trip Generation Handbook, Current Edition*. Use of independent data supplied by the property owner for a specific land use will be considered by the LCEO.

Traffic Impact Study (TIS). A study of the traffic impacts of a proposed development on the adjacent and surrounding road system and the transportation improvements/needs required to accommodate it. A TIS identifies not only the traffic volume but also the operational and safety effects of the proposed development as well as the nature and extent of improvements needed to mitigate **all** the impacts to the roadway system. The TIS shall meet or exceed the requirements of ODOT's *State Highway Access Management Manual* and the requirements of this document. The TIS shall be done by a professional engineer (PE), registered with the State of Ohio, with experience in the area of traffic engineering.

- a. **Design Traffic.** Traffic volumes used for analysis shall be based on full build-out/ultimate occupancy of the proposed development and a twenty-year projection of traffic on the impacted roadway system.
- b. **Capacity Mitigations.** Actions required to mitigate development-caused volume increases may include revisions and improvements of existing access points, construction of additional through and turn lanes, revision of existing intersections, and intersection and system signalization improvements.

- c. **Access Improvements.** In addition to capacity-related improvements, actions would be required to bring the development's access into conformance with the Access Management Regulations.
- d. **Operational & Safety Improvements.** These actions include any additional geometric, signalization and/or operational improvements deemed necessary. Such actions could include improvements needed to meet sight-distance requirements.

Urban Township. A township that has a population in the unincorporated area of the township of at least 15,000 and has adopted a limited home rule government under ORC Section 504.02.

Acronyms Used in Access Management Regulations

AASHTO	American Association of State Highway & Transportation Officials. A federation of all 50 state transportation departments charged with developing transportation planning and design policies and standards.
AMA	Access Management Assessment
BLCC	Board of Lucas County Commissioners
BRD	Lucas County Building Regulations Department
HV	High volume driveway
ISD	Intersection sight distance
ITE	Institute of Transportation Engineers
LCAAB	Lucas County Access Appeal Board
LCEO	Lucas County Engineer's Office
LCPC	Lucas County Planning Commission
LOS	Level of service. Explained in <i>Introduction & General Principles</i> section. (Additional information available in the current edition of the <i>Highway Capacity Manual</i>)
LV	Low volume driveway
MEV	Medium volume driveway
MIV	Minimum volume driveway
ODOT	Ohio Department of Transportation
ORC	Ohio Revised Code
SSD	Stopping sight distance
TIS	Traffic Impact Study
TMD	Lucas County Engineer's Tax Map Department
TRB	Transportation Research Board. A research and public policy-making organization located in Washington, D.C.
TZD	Township Zoning Department
VLV	Very low volume driveway

APPENDIX A

FIGURES

1. Lateral Access Restrictions, Shared Drives & Rear Cross-Access drive..... A-1
2. Frontage Road and Intersection Detail A-2
3. Throat Length on Access Driveway A-3
4. Drive Geometry A-4
5. Relationship Between Service Mobility Needs & Providing Land Access A-5
6. Commercial Drive Access at Roundabout Intersections A-6

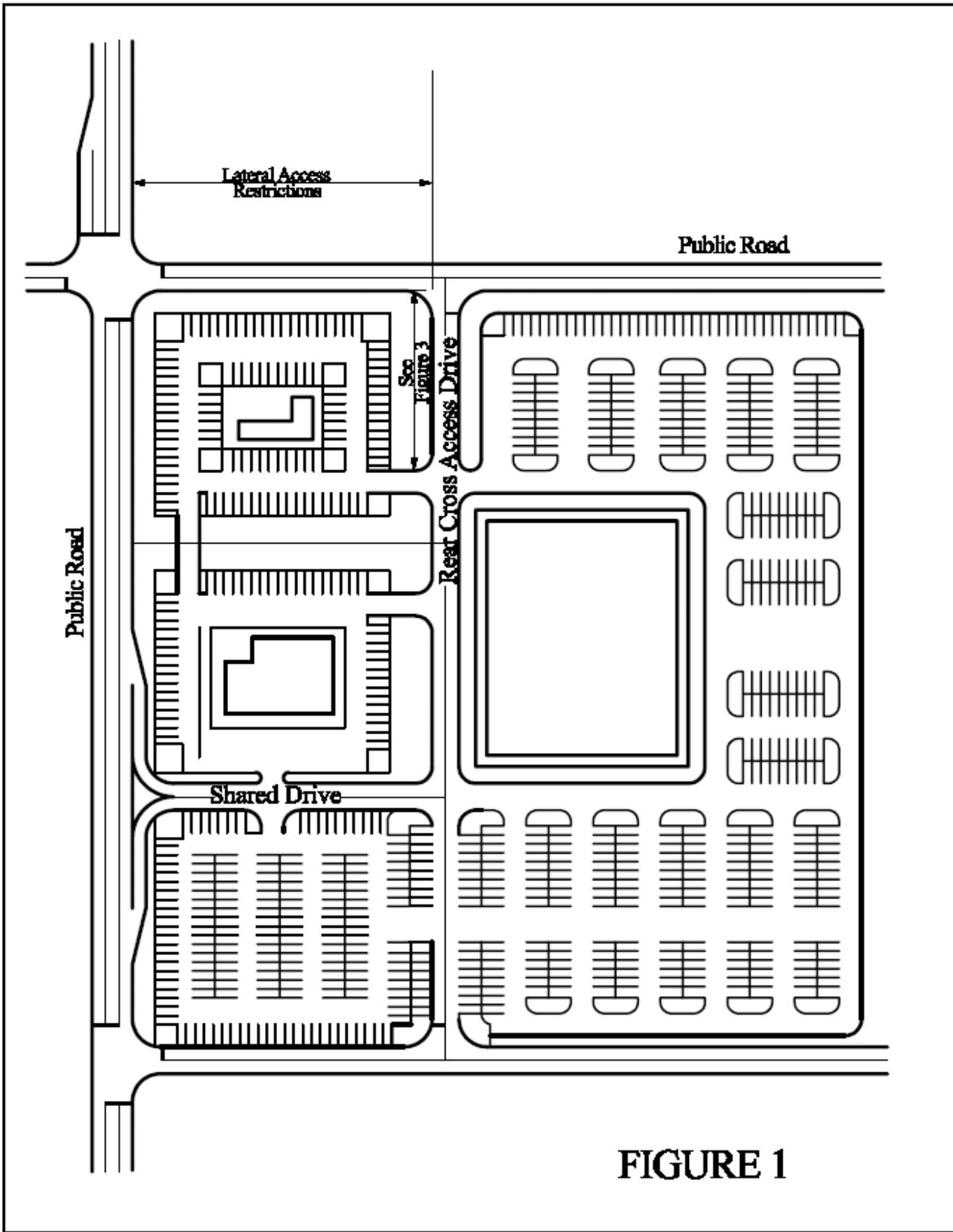


FIGURE 1

**LATERAL ACCESS RESTRICTIONS,
SHARED DRIVES & REAR CROSS-ACCESS DRIVES**

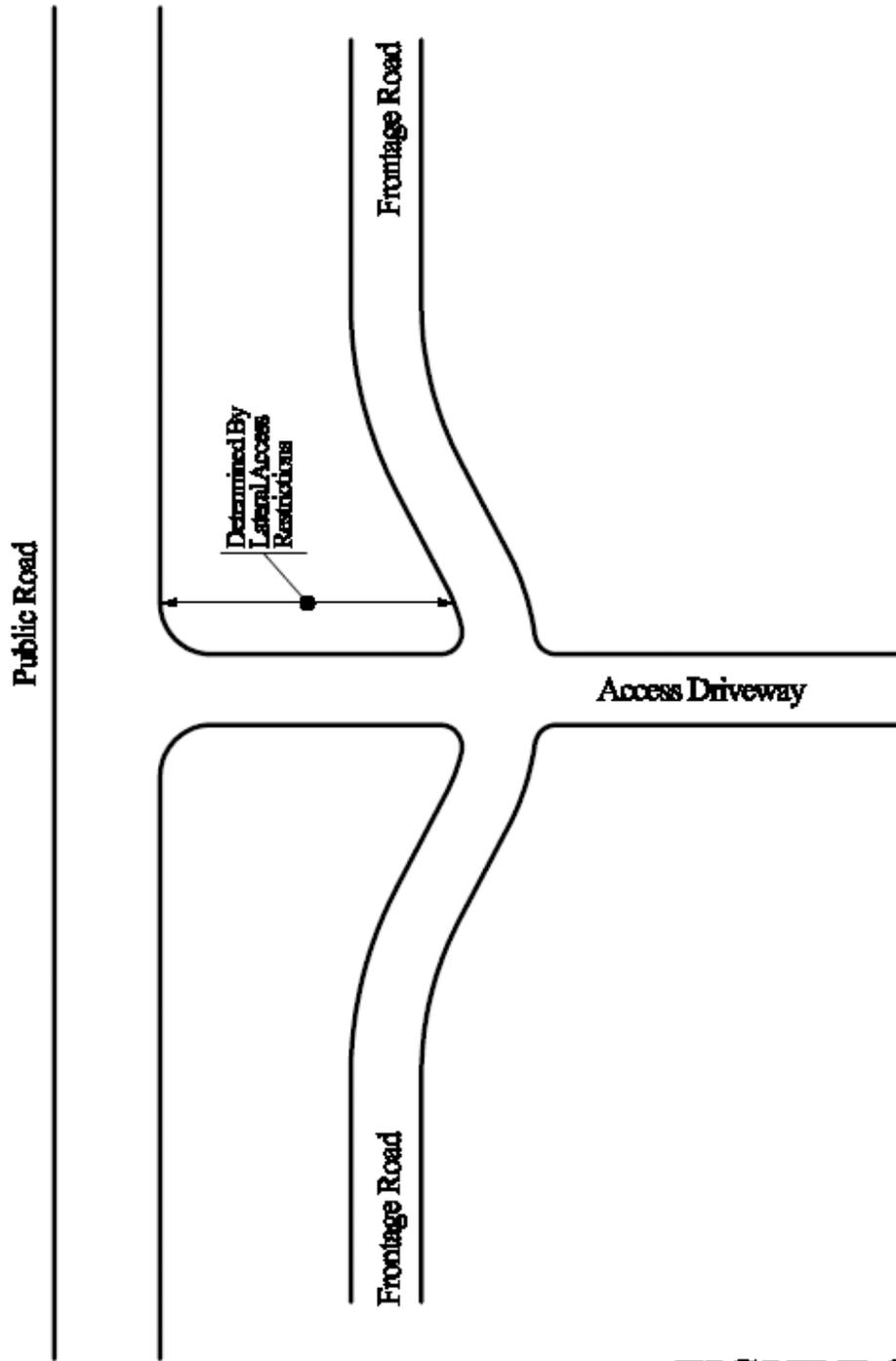
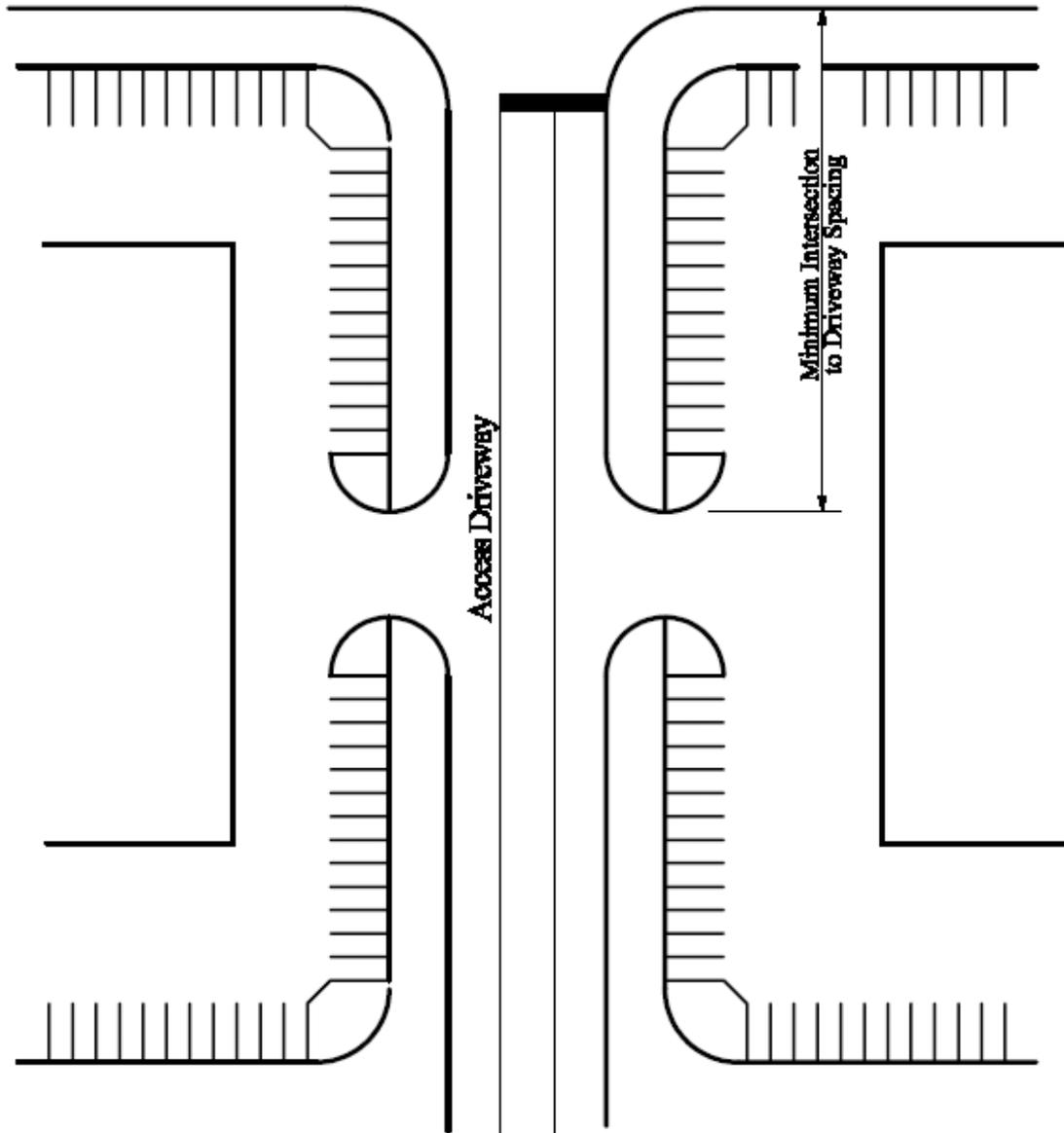


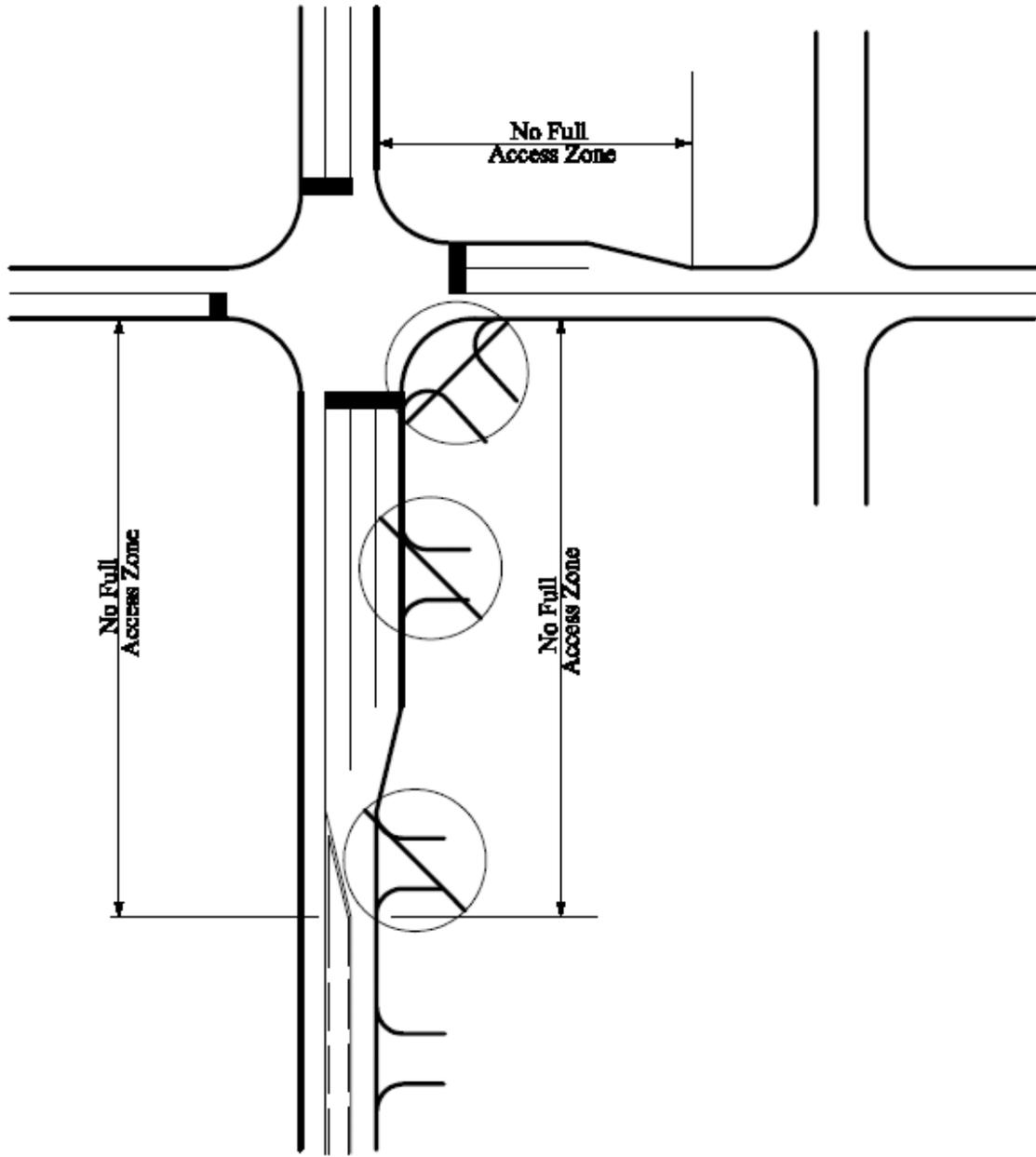
FIGURE 2

FRONTAGE ROAD AND INTERSECTION DETAIL

Public Road



**FIGURE 3
THROAT LENGTH**



**FIGURE 4
DRIVE GEOMETRY**

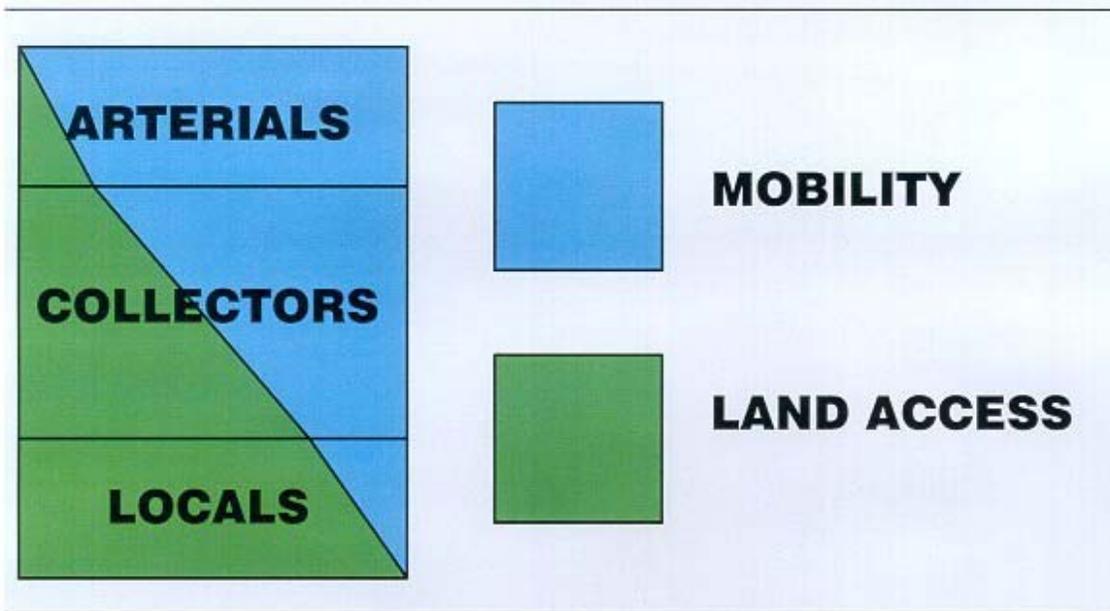
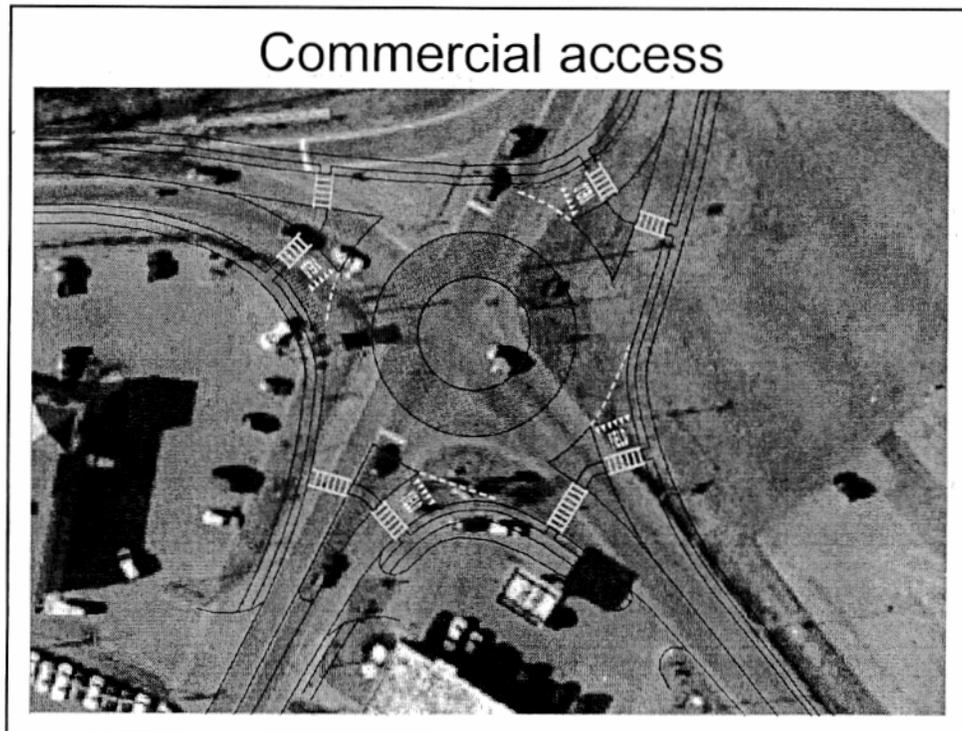
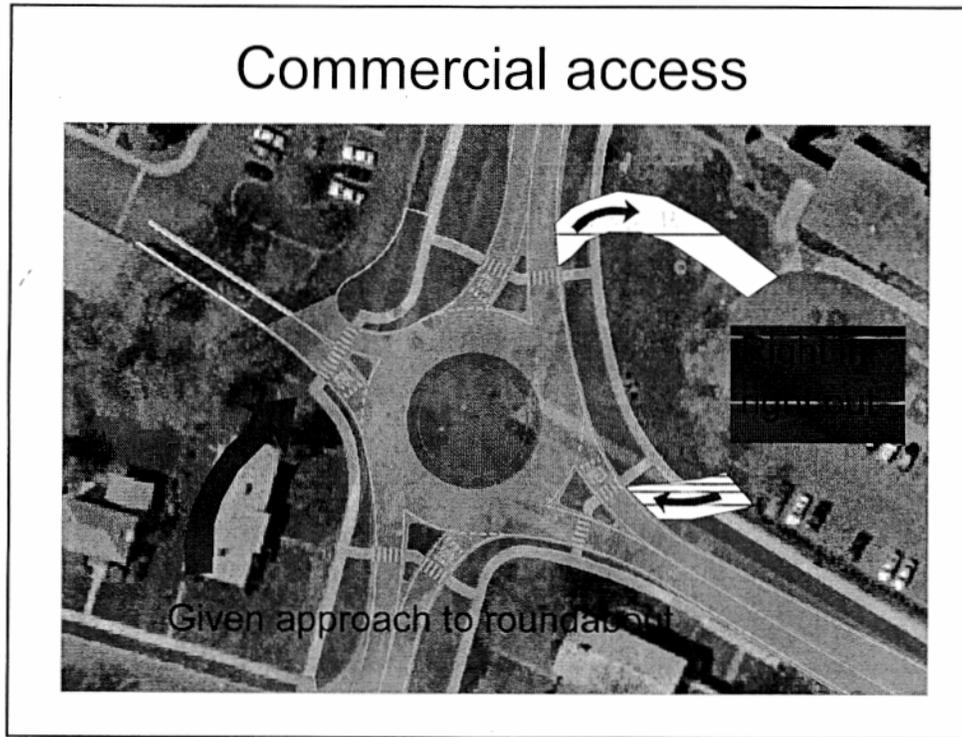


Figure 5.

Relationship of Functionally-Classified Systems in Serving Mobility needs and Providing Land Access

Figure 6 – Commercial Drive Access at Roundabout Intersections



APPENDIX B

CHARTS DEFINING ACCESS MANAGEMENT REQUIREMENTS

Chart 1.	Road Classification: Major Arterial	B-1
Chart 2.	Road Classification: Minor Arterial	B-2
Chart 3.	Road Classification: Major Collector.....	B-3
Chart 4.	Road Classification: Minor Collector	B-4
Chart 5.	Road Classification: Minor Collector (2 nd Class)	B-5
Chart 6.	Road Classification: Local	B-6

Lucas County Access Management

Chart 1. Road Classification: Major Arterial

Access Connections	Minimum Signal Spacing	Minimum Road or Street Spacing	Minimum Full-Access Driveway Spacing	Corner Spacing	Lateral Access Restriction ^(6 & 13)	TIS Required ⁽⁷⁾	Access Restrictions	Left-turn Lane Right-turn Lane
Street or Road	2640' ^(1 & 2)	1320' ⁽³⁾		495'	High 245' Med 150' Low 100'	Yes	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾ RT Required ⁽⁴⁾
High Volume (HV) Driveway >200 pk hr trips	2640' ^(1 & 2)		495'	495'		Yes	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾ RT Required ⁽⁴⁾
Medium Volume (MEV) Driveway 50-200 pk hr. trips	2640' ^(1 & 2)		425'	425'		Yes	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾ RT Required ⁽⁴⁾
Low Volume (LV) Driveway 10-50 pk hr trips	Signal not warranted		360'	425'		May be required by LCEO	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾
Very Low Volume (VLV) Driveway <10 pk hr trips	Signal not warranted		305'	305'			Full Access if min. spacing met	
Temporary Access/Driveway	None							

- Note:
1. All minimum-distance ranges based on prevailing speeds and signal cycles. Each situation evaluated site specifically within the range.
 2. TIS approved by LCEO required to justify a distance less than the minimum signal spacing shown. No signals considered unless warranted.
 3. Unless new street or drive is meeting existing.
 4. Unless traffic study determines otherwise. Study scope determined by LCEO.
 5. When side road is not on access management system. If it is on the system, use appropriate corner spacing requirements.
 7. Scoped by LCEO, subject to LCEO TIS standards, for approval by LCEO.
 8. Right-in/Right-out only
 9. Right-in/Right-out/Left-in
 10. Right-in/Left-in with egress via cross easement or service road.
 11. Right-in only with egress via cross easement or service road.
 12. Access & egress only by cross easement or service road.

13. Lateral Access Restrictions
 High > 200 Peak Hour Trips
 Medium 50-200 Peak Hour Trips
 Low < 50 Peak Hour Trips
 (see Page 19 for definition)

Lucas County Access Management

Chart 2. Road Classification: Minor Arterial

Access Connections	Minimum Signal Spacing	Minimum Road or Street Spacing	Minimum Full-Access Driveway Spacing	Corner Spacing	Lateral Access Restriction ^(6 & 13)	TIS Required ⁽⁷⁾	Access Restrictions	Left-turn Lane Right-turn Lane
Street or Road	1760' ^(1 & 2)	1000' ⁽³⁾		425'	High 245' Med 150' Low 100'	Yes	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾ RT Required ⁽⁴⁾
High Volume (HV) Driveway >200 pk hr trips	1760' ^(1 & 2)		425' ⁽³⁾	425'		Yes	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾ RT Required ⁽⁴⁾
Medium Volume (MEV) Driveway 50-200 pk hr. trips	1760' ^(1 & 2)		360'	360'		Yes	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾ RT Required ⁽⁴⁾
Low Volume (LV) Driveway 10-50 pk hr trips	Signal not warranted		305'	360'		May be required by LCEO	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾
Very Low Volume (VLV) Driveway <10 pk hr trips	Signal not warranted		250'	250'			Full Access if min. spacing met	
Temporary Access/Driveway	None							

- Note:
1. All minimum-distance ranges based on prevailing speeds and signal cycles. Each situation evaluated site specifically within the range.
 2. TIS approved by LCEO required to justify a distance less than the minimum signal spacing shown. No signals considered unless warranted.
 3. Unless new street or drive is meeting existing.
 4. Unless traffic study determines otherwise. Study scope determined by LCEO.
 5. When side road is not on access management system. If it is on the system, use appropriate corner spacing requirements
 7. Scoped by LCEO, subject to LCEO TIS standards, for approval by LCEO.
 8. Right-in/Right-out only
 9. Right-in/Right-out/Left-in
 10. Right-in/Left-in with egress via cross easement or service road.
 11. Right-in only with egress via cross easement or service road.
 12. Access & egress only by cross easement or service road.

13. Lateral Access Restrictions
 High > 200 Peak Hour Trips
 Medium 50-200 Peak Hour Trips
 Low < 50 Peak Hour Trips
 (see Page 19 for definition)

B-2

Lucas County Access Management

Chart 3. Road Classification: Major Collector

Access Connections	Minimum Signal Spacing	Minimum Road or Street Spacing	Minimum Full-Access Driveway Spacing	Corner Spacing	Lateral Access Restriction ^(6 & 13)	TIS Required ⁽⁷⁾	Access Restrictions	Left-turn Lane Right-turn Lane
Street or Road	1320' ^(1 & 2)	800' ⁽³⁾		360'	High 245' Med 150' Low 100'	Yes	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾ RT Required ⁽⁴⁾
High Volume (HV) Driveway >200 pk hr trips	1320' ^(1 & 2)		360' ⁽³⁾	360'		Yes	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾ RT Required ⁽⁴⁾
Medium Volume (MEV) Driveway 50-200 pk hr. trips	1320'-2050' ^(1 & 2)		305'	305'		Yes	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾ RT Required ⁽⁴⁾
Low Volume (LV) Driveway 10-50 pk hr trips	Signal not warranted		250'	305'		May be required by LCEO	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾
Very Low Volume (VLV) Driveway <10 pk hr trips	Signal not warranted		200'	200'			Full Access if min. spacing met	
Temporary Access/Driveway	None		Located for best ISD within other constraints					

- Note:
1. All minimum-distance ranges based on prevailing speeds and signal cycles. Each situation evaluated site specifically within the range.
 2. TIS approved by LCEO required to justify a distance less than the minimum signal spacing shown. No signals considered unless warranted.
 3. Unless new street or drive is meeting existing.
 4. Unless traffic study determines otherwise. Study scope determined by LCEO.
 5. When side road is not on access management system. If it is on the system, use appropriate corner spacing requirements
 7. Scoped by LCEO, subject to LCEO TIS standards, for approval by LCEO.
 8. Right-in/Right-out only
 9. Right-in/Right-out/Left-in
 10. Right-in/Left-in with egress via cross easement or service road.
 11. Right-in only with egress via cross easement or service road.
 12. Access & egress only by cross easement or service road.

13. Lateral Access Restrictions
 High > 200 Peak Hour Trips
 Medium 50-200 Peak Hour Trips
 Low < 50 Peak Hour Trips
 (see Page 19 for definition)

Lucas County Access Management

Chart 4. Road Classification: Minor Collector

Access Connections	Minimum Signal Spacing	Minimum Road or Street Spacing	Minimum Full-Access Driveway Spacing	Corner Spacing	Lateral Access Restriction ^(6 & 13)	TIS Required ⁽⁷⁾	Access Restrictions	Left-turn Lane Right-turn Lane
Street or Road	Signal not warranted	800' ⁽³⁾		305'	High 175' Med 150' Low 100'	Yes	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾
High Volume (HV) Driveway >200 pk hr trips	Signal not warranted		305' ⁽³⁾	305'		Yes	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾
Medium Volume (MEV) Driveway 50-200 pk hr. trips	Signal not warranted		250'	250'		Yes	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾
Low Volume (LV) Driveway 10-50 pk hr trips	Signal not warranted		200'	250'			One full access if min. spacing met &/or notes 8-12 based on TIS	
Very Low Volume (VLV) Driveway <10 pk hr trips	Signal not warranted		200'	200'			Full Access if min. spacing met	
Temporary Access/Driveway	None		Located for best ISD within other constraints					

- Note:
3. Unless new street or drive is meeting existing.
 4. Unless traffic study determines otherwise. Study scope determined by LCEO.
 5. When side road is not on access management system. If it is on the system, use appropriate corner spacing requirements
 7. Scoped by LCEO, subject to LCEO TIS standards, for approval by LCEO.
 8. Right-in/Right-out only
 9. Right-in/Right-out/Left-in
 10. Right-in/Left-in with egress via cross easement or service road.
 11. Right-in only with egress via cross easement or service road.
 12. Access & egress only by cross easement or service road.

13. Lateral Access Restrictions
 High > 200 Peak Hour Trips
 Medium 50-200 Peak Hour Trips
 Low < 50 Peak Hour Trips
 (see Page 19 for definition)

B-4

Lucas County Access Management

Chart 5. Road Classification: Minor Collector (2nd Class)

Access Connections	Minimum Signal Spacing	Minimum Road or Street Spacing	Minimum Full-Access Driveway Spacing	Corner Spacing	Lateral Access Restriction ^(6 & 13)	TIS Required ⁽⁷⁾	Access Restrictions	Left-turn Lane Right-turn Lane
Street or Road	Signal not warranted	600' ⁽³⁾		250'	High 175' Med 150' Low 100'	Yes	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾
High Volume (HV) Driveway >200 pk hr trips	Signal not warranted		250' ⁽³⁾	250'		Yes	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾
Medium Volume (MEV) Driveway 50-200 pk hr. trips	Signal not warranted		200'	200'		Yes	One full access if min. spacing met &/or notes 8-12 based on TIS	LT Required ⁽⁴⁾
Low Volume (LV) Driveway 10-50 pk hr trips	Signal not warranted		200'	200'			One full access if min. spacing met &/or notes 8-12 based on TIS	
Very Low Volume (VLV) Driveway <10 pk hr trips	Signal not warranted		155'	155'			Full Access if min. spacing met	
Temporary Access/Driveway	None		Located for best ISD within other constraints					

- Note:
3. Unless new street or drive is meeting existing.
 4. Unless traffic study determines otherwise. Study scope determined by LCEO.
 5. When side road is not on access management system. If it is on the system, use appropriate corner spacing requirements
 7. Scoped by LCEO, subject to LCEO TIS standards, for approval by LCEO.
 8. Right-in/Right-out only
 9. Right-in/Right-out/Left-in
 10. Right-in/Left-in with egress via cross easement or service road.
 11. Right-in only with egress via cross easement or service road.
 12. Access & egress only by cross easement or service road.

13. Lateral Access Restrictions
 High > 200 Peak Hour Trips
 Medium 50-200 Peak Hour Trips
 Low < 50 Peak Hour Trips
 (see Page 19 for definition)

Lucas County Access Management

Chart 6. Road Classification: Local

Access Connections	Minimum Signal Spacing	Minimum Road or Street Spacing	Minimum Full-Access Driveway Spacing	Right-In / Right-Out Only	Corner Spacing
Street or Road	Signal not warranted	Located for best ISD within other Constraints		N/A	
High Volume (HV) Driveway >200 pk hr trips	Signal not warranted		155'	Any access pts on a parcel above what's permitted for full access	175'
Medium Volume (MEV) Driveway 50-200 pk hr. trips	Signal not warranted		155'	Any access pts on a parcel above what's permitted for full access	150'
Low Volume (LV) Driveway 10-50 pk hr trips	Signal not warranted		100'	Any access pts on a parcel above what's permitted for full access	100'
Very Low Volume (VLV) Driveway <10 pk hr trips	Signal not warranted		Limit of one per parcel or one IN and one OUT providing a loop	N/A	50'
Temporary Access/Driveway	Signal not warranted		N/A	N/A	

B-6

APPENDIX C

PERMIT FEE SCHEDULE

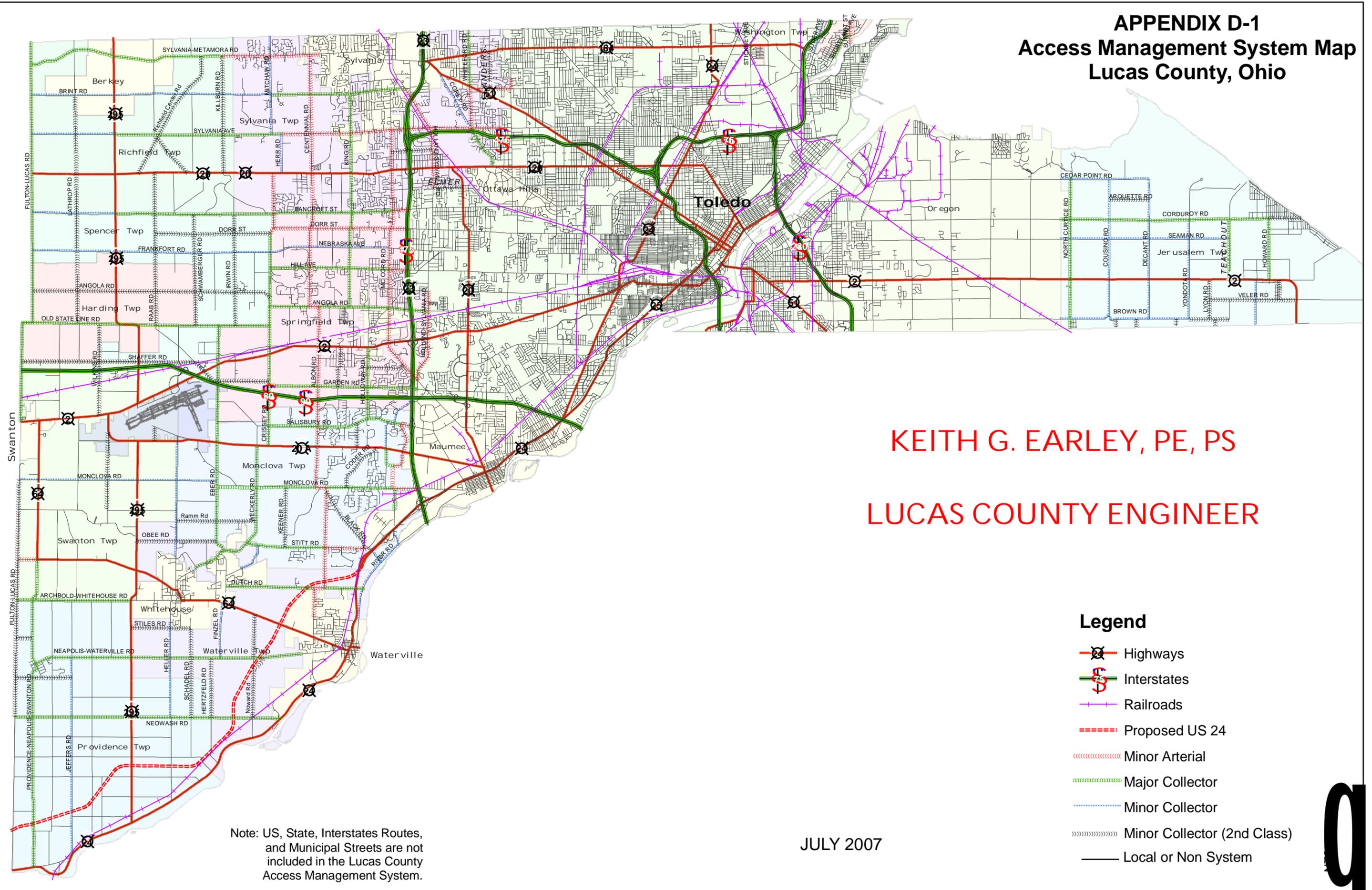
The permit fee will be **Fifty Dollars and zero cents (\$50.00)**, which will include **one (1) hour** of review time.

Review time in excess of one (1) hours will be billed at the rate of **Thirty-five Dollars and zero cents (\$35.00) per hour**.

BLCC may adjust the permit fee schedule periodically based on inflation.

BLCC may set a fee for a request for an appeal.

APPENDIX D-1 Access Management System Map Lucas County, Ohio



KEITH G. EARLEY, PE, PS
LUCAS COUNTY ENGINEER

Legend

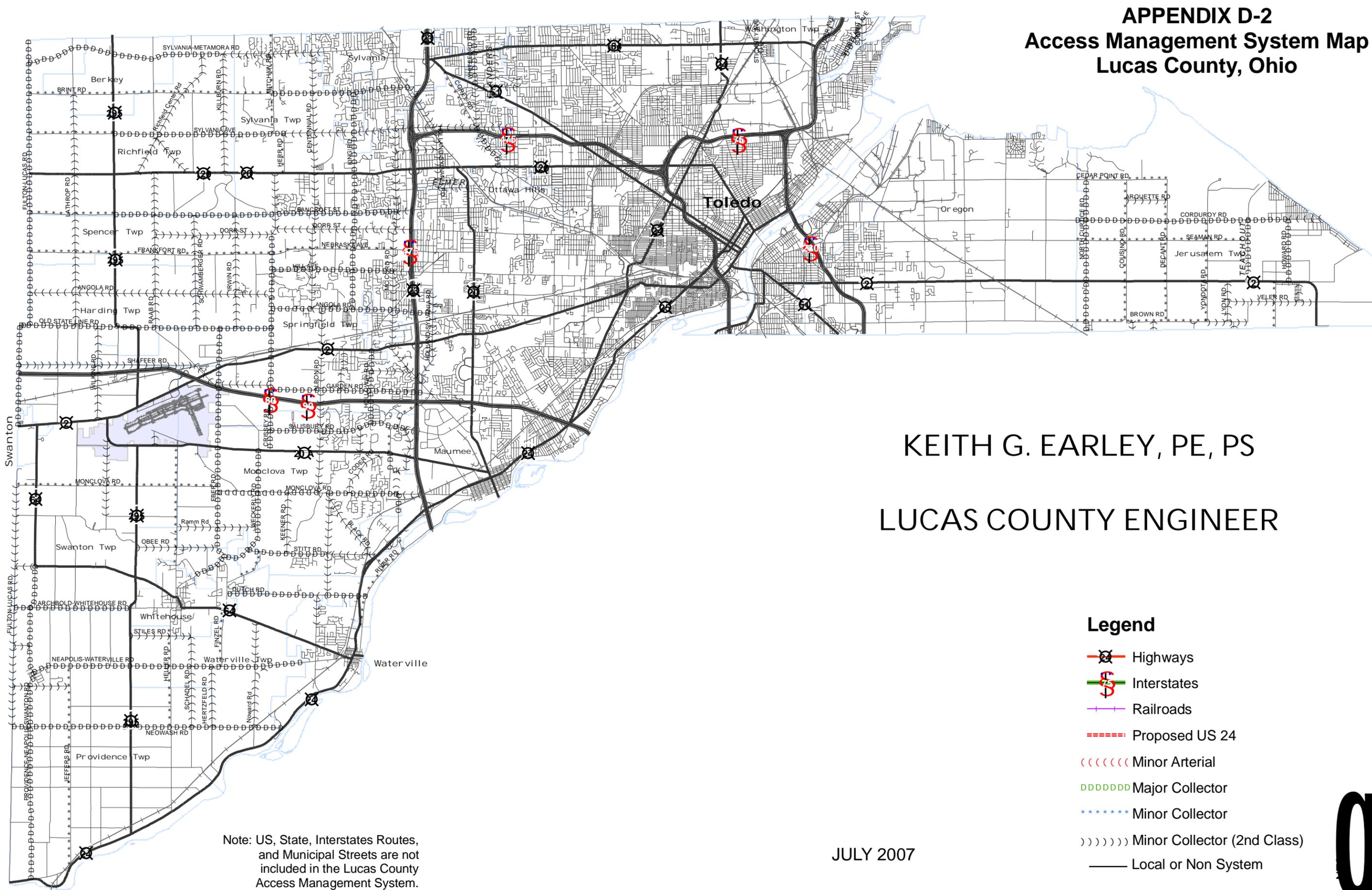
-  Highways
-  Interstates
-  Railroads
-  Proposed US 24
-  Minor Arterial
-  Major Collector
-  Minor Collector
-  Minor Collector (2nd Class)
-  Local or Non System

Note: US, State, Interstates Routes, and Municipal Streets are not included in the Lucas County Access Management System.

JULY 2007



APPENDIX D-2 Access Management System Map Lucas County, Ohio



KEITH G. EARLEY, PE, PS
LUCAS COUNTY ENGINEER

Legend

-  Highways
-  Interstates
-  Railroads
-  Proposed US 24
-  Minor Arterial
-  Major Collector
-  Minor Collector
-  Minor Collector (2nd Class)
-  Local or Non System

Note: US, State, Interstates Routes, and Municipal Streets are not included in the Lucas County Access Management System.

JULY 2007



APPENDIX E

REFERENCES FOR ACCESS MANAGEMENT REGULATIONS

State Highway Access Management Manual, December 2001, Ohio Department of Transportation

Access Management Manual, 2003, Transportation Research Board

Location and Design Manual, Ohio Department of Transportation

A Policy on Geometric Design of Highways and Streets, 5th Edition, American Association of State Highway and Transportation Officials

Trip Generation, Institute of Transportation Engineers

Highway Capacity Manual, Transportation Research Board

Ohio Manual of Uniform Traffic Control Devices, Ohio Department of Transportation

Lucas County Subdivision Regulations, Lucas County Plan Commission