

ACCESS MANAGEMENT REGULATIONS

Hancock County, Ohio

Effective March 23, 2006

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ARTICLE 1

Authority

These regulations are adopted pursuant to the authority granted to Boards of County Commissioners by Ohio Revised Code Chapter 5552.

ARTICLE 2

Purpose

These Access Management Regulations are adopted for the purposes of promoting traffic safety and efficiency, maintaining proper traffic capacity and traffic flow, reducing vehicular collision frequency, minimizing the future expenditure of public revenues, and improving the design and location of access connections to county and township roads while at the same time providing necessary and reasonable ingress and egress to properties along those roads.

This Board of County Commissioners finds and determines that these regulations establish the minimum standards necessary to properly manage access to county and township roads in Hancock County and to carry out the purpose and intent of Revised Code Chapter 5552.

ARTICLE 3

Implementation and Administration

The effective date of these regulations is March 23, 2006. The Hancock Regional Planning Commission and the Hancock County Engineer are responsible for implementing and administering these regulations.

ARTICLE 4

Applicability

- A. These regulations shall apply to all access connections designed or intended for motor vehicle, bicycle, equestrian or pedestrian use to county or township roads constructed on or after the effective date of these regulations. They shall also apply to all existing access connections for the purposes described in this Article whenever the land use or the access classifications of such existing access connections change or whenever the existing access is upgraded by reconstruction, relocation, modification, or expansion.

- B. These regulations will be used as a guide in approving access points to the original approval of platted subdivisions governed by the Hancock County Subdivision Regulations. They do apply to minor subdivisions approved without a plat under the procedure contained in R.C. 711.131 and to any point of access from a parcel of land not otherwise subject to regulation under Chapter 711 Revised Code of Ohio.

ARTICLE 5

Definitions

- A. **Access:** Point of ingress/egress to a roadway.
- B. **Access Classification:** A classification system that defines accesses according to their purpose and use:
1. **Minimum Volume (MIV) access**
 - field drive – provides access to agriculture lands and principally used by farm equipment
 - Utility drive – provides access to public utility facilities, including communication towers, relay stations, etc.
 - One (1) year permit. May re-apply after expiration
 2. **Very Low Volume (VLV) access**
 - farm drive – provides access to farm buildings, including a single home
 - single family residence drive
 - single family common access drive serving five or fewer residences
 - multi-family residence drive serving five or fewer residential units
 - walking, jogging, biking or equestrian trails
 3. **Low Volume (LV) access**
 - less than 100 trip ends in the peak hour
 4. **Medium Volume (MEV) access**
 - 100 or more but less than 200 trip ends in the peak hour
 5. **High Volume (HV) access**
 - 200 or more trip ends in the peak hour
- C. **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, motorcycles, bicycles, pedestrians, or horses or other animals, for the purpose of crossing the road or street or accessing the road or street. An access connection may be a road, street, access, or trail.
- D. **Access Management Plan:** Means a roadway design plan which designates access locations and their design for the purpose of bringing those portions of

roadway included in the access management plan into conformance with their access category to the extent feasible.

- E. **Access Volume Thresholds:** These volumes determine the type of classification the proposed access will be assigned. The classification is based on the peak hour trip ends generated by the proposed use or development.
- F. **Applicant:** Means any person, corporation, entity or agency applying for an access permit.
- G. **Average Daily Traffic (ADT):** Average daily traffic volumes at a given location over a 24-hour period.
- H. **Capacity:** Means the ability of the highway to provide service to the volume of vehicles seeking to use the highway. Capacity is most often considered the maximum volume of traffic that can be accommodated by a highway during a specified unit of time. Sometimes it refers to the entire roadway and sometimes to a single lane.
- I. **Intersection:** (1) The area embraced within the prolongation or connection of the lateral curb lines, or if none, then the lateral boundary lines of the roadways of two highways which join one another at, or approximately at, right angles, or the area within which vehicles traveling upon different highways joining at any other angle may come in conflict; (2) where a highway includes two roadways thirty feet or more apart, then every crossing of each roadway of such divided highway by an intersecting highway shall be regarded as a separate intersection. If an intersecting highway also includes two roadways thirty feet or more apart, then every crossing of two roadways of such highways shall be regarded as a separate intersection; (3) The junction of an alley with a street or highway, or with another alley, shall not constitute an intersection.
- J. **KIP:** A unit of weight equal to 1,000 pounds
- K. **Lot Split Approval:** The process of approving Minor Subdivision (Lot Splits) in accordance with the Subdivision Regulations as authorized by R.C. 711.131.
- L. **Marginal Access Street:** A minor street paralleling and adjacent to a major Thoroughfare which provides access to abutting properties and protection from through traffic.
- M. **Right-of-Way:** A general term denoting land, property, or the interest therein, usually in the configuration of a strip acquired for or devoted to transportation purposes. When used in this context, right-of-way includes the roadway, shoulders or berm, ditch, and slopes extending to the right-of-way limits under the control of the state or local authority.
- N. **Roadway:** That portion of a highway improved, designed or ordinarily used for vehicular travel except the berm or shoulder. If a highway includes two or more separate roadways, the term "roadway" means any such roadway separately but not to all such roadways collectively.

- O. **Road Classification:** A ranking system for roadways used to determine the appropriate degree of access management regulation in order to promote public safety and congestion prevention. For the purpose of these regulations, all roads on the County and Township road systems shall be placed in one of the following classifications, Major Collector, Minor Collector, Local Roads, Collector Streets and Local Streets. The county and township roads and their classifications will be found in the Technical Design Standards maintained by the County Engineer.
- P. **Spacing:** Measured distance from centerline to centerline of accesses.
- Q. **Stopping Sight Distance (SSD):** The distance required by a driver of a vehicle, traveling at a given speed, to bring the vehicle to a stop after an object on the roadway becomes visible. Stopping Sight Distance shall be as defined in the most recent edition of the Location and Design Manual of the Ohio Department of Transportation.
- R. **Subdivision Regulations:** The Hancock County Subdivision Regulations as enacted and amended by the Hancock County Board of Commissioners.
- S. **Technical Design Standards:** The most recent edition of the Technical Design Standards of the Hancock County Engineer as authorized by the Subdivision Regulations.
- T. **Township roads:** Include all public highways outside municipalities other than state or county roads. The board of township trustees shall maintain all such roads within its township. The board of county commissioners may assist the board of township trustees in maintaining such roads. This section does not prevent the board of township trustees from improving any road within its township.
- U. **Traffic Impact Study (TIS):** a study that may be required per ARTICLE 6 herein to be completed before an access permit can be approved and issued for any development.
- V. **Trip End:** a single or one-direction vehicle movement with either the origin or the destination inside a study area. A vehicle leaving the highway and entering a property is one trip end and later leaving the property and entering the highway is another trip end.
- W. **Variance:** permission to depart from the standards and requirements of the Hancock County Access Management Plan as provided in ARTICLE 9 herein.
- X. **Working Day:** any weekday in which a normal day of work can be performed exclusive of delays that result from inclement weather, labor disputes and material shortages. It does not include weekends and legal holidays.
- Y. **Additional Definitions:** Article II Definitions of the Subdivision Regulations of Hancock County are incorporated by reference into these regulations to the extent not inconsistent with the above definitions.

ARTICLE 6

Traffic Impact Studies (TIS)

The purpose and need for a TIS is to determine more precisely the impacts of the access usage, to mitigate these impacts through the proper location, design, and construction of the access connection(s), and to ensure the continued functional and operational integrity of the roadway. The following instances would require a TIS:

1. The proposed access generates more than twenty percent (20%) of the Average Daily Traffic (ADT) of the road being accessed.
2. The proposed access generates more than twenty percent (20%) of the peak hour volume of the road to be accessed, provided the peak hours coincide.
3. Increase in use of adjacent streets by vehicles generating 20 kip loads or greater

The Traffic Impact Study shall be prepared in accordance with the requirements of the Technical Design Standards and the County Engineer. If a TIS concludes that a negative impact on existing infrastructure would result from a proposed development, the TIS should also provide suggestions (if any) to ameliorate the potential problem, such as changing the access location, signalization, adding new lane(s), etc.

ARTICLE 7

Preliminary Access Approval

- A. Prior to any lot split approval, the Hancock Regional Planning Commission will review the application per conformance with these regulations and issue a Preliminary Access Approval if appropriate. Prior to the transfer of any lot or parcel of land not subject to a lot split approval, the Hancock County Engineer will, upon written request, issue a preliminary access approval per conformance with these regulations. The preliminary access approval will indicate those locations along the lot for which access is acceptable and in conformance with these regulations. The preliminary access decision shall be made within seven (7) working days following submission of all the information required by these regulations.
- B. For preliminary access approval or for access permit issuance when no preliminary access approval was required, the following information shall be provided by a registered engineer or surveyor on either a survey plat or other accurate drawing:
 1. Distances from the side property lines to the nearest adjacent access and their use.
 2. Location of any access ways across from the property and their use.
 3. Location of any access ways on the property and their use.
 4. Available stopping sight distance (SSD) and required stopping sight distance (SSD).
 5. Required access spacing.
 6. Location of proposed access ways, if known.

In addition to the above requirements, the Hancock County Engineer may require other information.

ARTICLE 8

Access Permits

- A. Prior to the issuance of a building permit or prior to the construction of an access in those situations not requiring a building permit, an access permit must first be obtained from the Hancock County Engineer. The permit will be for access at a location for which a preliminary access approval was previously granted or at a location that is otherwise in conformance with these regulations. In those situations where no preliminary access approval was issued, the Hancock County Engineer may require submission of the Preliminary Access Approval information.
- B. Marginal Access requirements will prevail over the spacing requirements set forth in these regulations.
- C. Permits issued may include interim or temporary permits and shall prescribe the permitted uses and any limitations or conditions of the permit as well as the access classification. New permits are required whenever the land use or the access classifications of existing access change or whenever existing access ways are upgraded, including widening.
- D. For Minimum Volume and Very Low Volume access ways, access permits shall be issued with the building permit or within seven (7) working days following submission of all information required by these regulations.
- E. For all other access classifications, access permits shall be issued within thirty (30) working days following submission of all information required by these regulations.
- F. Any access permit which is not approved and issued or is not disapproved within the above time frames shall be deemed approved and shall be issued in accordance with the information submitted.
- G. An access permit fee as established by the Board of Commissioners to cover the cost of administering these regulations shall accompany the access permit application.
- H. Access permits shall expire if the access is not constructed and in use within one (1) year of the date of access permit issuance.

ARTICLE 9

Variances and Appeals

- A. The Board of Commissioners hereby designates the Hancock Regional Planning Commission's Highway and Transportation Committee as the Board of Appeals for Access Management. It may also hear appeals where it is alleged that the Hancock Regional Planning Commission Director or Hancock 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 accesses. 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 and substantial justice done.
- C. In the granting of variances in accordance with the standards in paragraph B, the Board of Appeals shall consider the following:
 - 1. Whether not granting the variance would deny all reasonable access;
 - 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, and;
 - 6. Whether all feasible access options, except granting a variance, have been considered.
- D. The applicants for variances shall 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 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 and accompanied by the fee established by HRPC. Appeals shall be filed within thirty (30) days of the County Engineer's decision.
- F. A verbatim record of the hearing shall be held, 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 shall render its decision in writing within thirty (30) days of the conclusion of the hearing.
- G. Appeals to decisions of the Board of Appeals for Access Management shall be in accordance with Chapter 2506 Revised Code of Ohio.

ARTICLE 10

Enforcement

- A. If any access is installed contrary to these regulations, the County Engineer shall notify the property owner in writing. The notification shall identify the problem with the access and establish a 15 day period for the property owner to correct the problem. If the problem is not corrected within 15 days, the County Engineer may block the access at the point that it enters a public road right-of-way.

- B. In addition, whoever violates any provision of these regulations shall be fined upon conviction not more than five hundred dollars for each offense. Each day of violation is a separate offense.

ARTICLE 11

Standards

The arrangement, character, extent, width, grade, and location of all access connections shall conform to these regulations and shall be considered in their relation to existing and planned roads, streets and accesses, topographical conditions, and public convenience and safety and the proposed uses of the land to be served by such access connections.

Guidelines

The requirements of these regulations vary depending on the Road Classification as defined in ARTICLE 5 herein. The provisions of any existing or future Access Management Plan prepared for a specific road or portion of a road shall apply. The applicable requirements of the Subdivision Regulations and the Technical Design Standards shall also apply.

Access Type

A. Minimum Volume Accesses

New accesses or access upgrades shall be located no closer than 50 feet from an approved or proposed access (with a valid permit) and no closer than 100 feet from an existing or proposed road or street. New accesses or access upgrades shall be located no closer than 495 feet from an existing or proposed access serving the same parcel or serving contiguously-owned parcels. Period of approval for proposed accesses is one year.

B. Very low Volume Accesses

- 1. Along Major Thorofares:** Major Thorofares are identified on Hancock County's Thorofare Plan as approved by the Hancock County Commissioners. No new access or access way upgrades shall be permitted along a Major Collector Road from parcels or contiguously-owned parcels where access is available or can be made available from a lower classification road or street or from a common access.

Where new accesses or access way upgrades along a Major Collector Road are permitted, they shall be spaced no closer than 495 feet from an existing or proposed access or from an existing or proposed road or street. No more than one access shall be permitted per parcel or per contiguously-owned parcels.

- 2. Along Secondary Thorofares:** Secondary Thorofares are identified on Hancock County's Thorofare Plan as approved by the Hancock County Commissioners. No new accesses or access upgrades shall be permitted along a Minor Collector Road from parcels or contiguously-owned parcels where access is available or can be made available from a lower classification road or street.

Where new accesses or access upgrades along a Minor Collector Road are permitted, they shall be spaced no closer than 360 feet from an existing or proposed access or from an existing or proposed road or street. No more than one access shall be permitted per parcel or per contiguously-owned parcels.

- 3. Along Local Roads:** All roads not identified as Major or Secondary Thorofares, Collector or Local Streets. No more than one access or access upgrade shall be permitted along a Local Road from parcels or contiguously-owned parcels.

Where new access or access upgrades along a Local Road are permitted, they shall be spaced no closer than 250 feet from an existing or proposed access or from an existing or proposed road or street.

- 4. Along Collector Streets:** Collector Streets are within platted subdivisions. No more than one access or access upgrade shall be permitted per parcel or per contiguously owned parcels. New access or access upgrades shall be located no closer than 50 feet from an existing or proposed access or no closer than 120 feet from an existing or proposed road or street. Collector streets are identified specifically in the Hancock County Access Management Supplement – List of Collector Streets. The supplement is periodically updated and available at the offices of the Hancock County Engineer and the Hancock County Regional Planning Commission.

- 5. Along Local Streets:** Local Streets are within platted subdivisions and not identified as Collector Streets. No more than one access or access upgrade shall be permitted per parcel or per contiguously-owned parcels.

New access or access upgrades shall be spaced no closer than 50 feet from an existing or proposed access or no closer than 100 feet from an existing or proposed road or street.

C. Low, Medium and High Volume Accesses

- 1. Along Major Thorofare Roads:** No new access or access upgrades shall be permitted along a Major Collector Road from parcels or contiguously-owned parcels where access is available or can be made available from a lower classification road or street or from a common access.

Where new access or access upgrades along a Major Collector Road are permitted, they shall be spaced no closer than 495 feet from an existing or proposed access or from an existing or proposed road or street. No more than one access shall be permitted per parcel per contiguously-owned parcels.

For new access or access upgrades that will warrant traffic signals, the spacing from the nearest existing or proposed signalized intersection shall be no closer than 2,640 feet from the nearest existing or proposed un-signalized intersection shall be no closer than 1,320 feet.

2. **Along Minor Thoroughfare Roads:** No new access or access upgrades shall be permitted per parcel or per contiguously-owned parcel unless: 1) the parcel is located at an intersection of two Minor Collector roads or at an intersection of Minor Collector road and a Local road and one of the two accesses is "right in/right out only" and is located on a Minor Collector, or 2) the access spacing is at least 360 feet and one of the two accesses is "right in/right out only."

New accesses or access upgrades along a Minor Collector road shall be spaced no closer than 360 feet from an existing or proposed road or street or from an existing or proposed access.

For new accesses or access upgrades that will warrant traffic signals, the spacing from the nearest existing or proposed signalized intersection shall be no closer than 1760 feet or from the nearest existing or proposed un-signalized road or street intersection shall be no closer than 880 feet.

D. General

1. All accesses or access upgrades shall meet or exceed the requirements of these regulations. The location of all access connections shall permit adequate horizontal and vertical sight distance as specified in the Technical Design Standards based on the stopping sight distance for the legal speed limit at the location of the access.
2. In determining access distance and spacing requirements, measurements between accesses along side of thoroughfares, roads, and streets. Whenever possible, accesses shall be required to align with one another across thoroughfares, roads, and streets.
3. Common accesses and/or cross access or through access easements may be required and are permitted to satisfy the requirements of these regulations.
4. Existing accesses that do not conform with these regulations shall be considered nonconforming accesses and shall be brought into conformance with these regulations under the following conditions:
 1. When new access permits are requested;
 2. When access upgrades are proposed;
 3. If the use served by the nonconforming access discontinues for a consecutive period of 2 years; or
 4. When there is a change of use of the property access.
5. To the greatest extent possible developments shall incorporate unified access and circulation systems. Where a proposed development abuts to and connects, through internal circulation, to an existing subdivision or development which has access to a Collector or Local Road, the proposed development shall, when necessary, upgrade the intersection at the Collector or Local Road and the existing subdivision's or development's access to the Collector or Local Road.

6. When a new access or access upgrade is permitted, the property owner(s) shall eliminate all pre-existing non-conforming accesses upon completion of the new access or access upgrade as required by the County Engineer. No new access or access upgrades shall be permitted for parcels or contiguously-owned parcels where access rights have been previously extinguished or acquired by a governmental body.

Table 1: Access – Volume Thresholds

Access Type	Abbreviation	* Peak Hour Trip Ends	Examples
Minimum Volume Very Low Volume	MIV VLV	Less than or equal to 5	Single family residence, field drive
Low Volume	LV	Greater than 5 but less than 100	General office building (less than 100 employees), new car dealership, day-care center
Medium Volume	MEV	Greater than 100 but less than 200	Drive-thru bank, convenience market with gas pumps
High Volume	HV	Greater than or equal to 200	Fast food restaurant, discount store, big box retailer

*** Peak hour is per specific use. Rates referenced in Institute of Transportation Engineers Trip Generation.**

ARTICLE 12

Adoption

These regulations are adopted by resolution of the Board of County Commissioners on March 23, 2006 after public hearings were held on March 3, 2006 and March 10, 2006. A copy of the resolution of adoption is attached herewith.

BOARD OF COUNTY COMMISSIONERS
HANCOCK COUNTY, OHIO

ATTEST:

Clerk

2/6/06

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**HANCOCK COUNTY ACCESS MANAGEMENT SUPPLEMENT
LIST OF COLLECTOR STREETS**

September, 2005

Collector Streets are within platted subdivisions. No more than one access or access upgrade shall be permitted per parcel or per contiguously owned parcels. New access or access upgrades shall be located no closer than 40 feet from an existing or proposed access or no closer than 120 feet from an existing or proposed road or street.

The following collector streets are listed in alphabetical order as identified by the Hancock County Engineer and Hancock Regional Planning Commission. Collector Street Designation may include only a part/portion of a street, in which case a Figure is provided to better determine the affected properties. The Figures are organized by subdivision.

Street Name	Subdivision Name	Figure
Bay Hill	Hillcrest/Woods @ Hillcrest	3
Bay Tree	Hillcrest/Woods @ Hillcrest	3
Byrnwick	Hillcrest/Woods @ Hillcrest	3
California Avenue	Western Meadows	2
Colonel	Liberty-Dold	1
Commerce Parkway	Commerce Industrial Park	
Dakota Drive	Western Meadows	2
Dold Drive	Liberty-Dold	1
Early	Liberty-Dold	1
Forest Lake Drive		
Forest Park	Hillcrest/Woods @ Hillcrest	3
Forest Trail	Hillcrest/Woods @ Hillcrest	3
Gleneagle	Hillcrest/Woods @ Hillcrest	3
Jacobs	Hillcrest/Woods @ Hillcrest	3
Jadlos	Liberty-Dold	1
Lakeland	Hillcrest/Woods @ Hillcrest	3
Montana Avenue	Western Meadows	2
Moulton	Liberty-Dold	1
Pepper Pike	Hillcrest/Woods @ Hillcrest	3
Rum Run	Liberty-Dold	1
Siferd	Hillcrest/Woods @ Hillcrest	3
Torrey Pines	Hillcrest/Woods @ Hillcrest	3
Tumberry	Hillcrest/Woods @ Hillcrest	3
Westmoor Road	Westmoor	