

TOWN OF VERNON

DRIVEWAY

REGULATIONS & SPECIFICATIONS

APRIL 1983

ENGINEERING DEPARTMENT

14 PARK PLACE

VERNON, CONN. 06066

\$5.00
PRICE ~~\$1.00~~

**DRIVEWAY REGULATIONS
ORDINANCE #142**

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**TOWN OF VERNON, CONNECTICUT
DRIVEWAY REGULATIONS
GENERAL SPECIFICATIONS**

**I. AUTHORITY GRANTED TO THE TOWN ENGINEER, AND ORDINANCES,
RELATING TO DRIVEWAY CONSTRUCTION.**

ORDINANCE #142

**ORDINANCE REQUIRING PERMITS FOR DRIVEWAYS AND CURB CUTS BE IT
ORDAINED.**

By the Council of the Town of Vernon, Ordinance #77 of the General Ordinances of the Town of Vernon, entitled "Ordinance Requiring Permits for Driveway" is hereby repealed and the following is substituted in lieu thereof:

No person, firm, or corporation, in the Town of Vernon, shall construct a new driveway, relocate or expand an existing driveway leading onto a Town Highway or Road, without first obtaining a permit from the Town Engineer. In determining the advisability of issuing such permits, the Town Engineer shall consider the location of the proposed driveway, its effect on highway drainage, highway safety, the width and character of the highway affected, the density of traffic thereon and the character of such traffic. The person to whom the permit is issued shall comply with the provisions and restrictions contained therein at his own expense.

The Town Engineer shall publish regulations, specifications and requirements for the conduct of the work provided for by this ordinance as he may deem for the best interest of the Town.

When possible traffic hazards exist, the approval of the Traffic Authority of the Town of Vernon shall be obtained prior to issuance of a permit.

The violation of this ordinance or any rule or regulation shall be unlawful and the fine for such offense shall be not more than Ninety dollars (\$90.00). Each day any such violation shall continue shall constitute a separate offense.

II. DEFINITIONS

A. **BANK RUN GRAVEL:** A type of gravel meeting the requirements of Section M 02.01., M 02.02 or M 02.03 of the Standard State of Connecticut Dept. of Transportation Specification 814.

B. **BITUMINOUS CONCRETE:** The substance known to many people as asphalt or black top. Bituminous concrete used with respect to a driveway permit shall meet requirements of Article M. 04, Class 2 of the Standard Specifications. The bituminous concrete may be spread by hand and thoroughly compacted by multiple passes of a roller weighing not less than 500 pounds. The compacted thickness of the bituminous concrete shall be two (2) inches or greater.

C. **CATCH BASIN:** A structure normally located in the street right of way at the curb for the purpose of collecting storm water.

D. **CONCRETE:** Portland Cement Concrete having a minimum compressive strength at 28 days of 4000 psi. Concrete shall have the following proportions by weight for one cubic yard.

Cement:	7 sacks	685 lbs.
Sand:		1300 lbs.
1/2" crushed stone:		720 lbs.
3/4" crushed stone		1080 lbs.
Water:		34 gals.
Air:		5-7 percent
Slump:		3 inches (max.)
Strength (28 days)		4000 PSI (min.)

Curing: Immediately following the final finishing and as soon as possible without marking the surfaces, the concrete shall be covered with waterproof paper. The waterproof paper shall extend at least 12 inches beyond the edge of the walk and, if required, shall be lapped a minimum of 6 inches. It shall be held down on all edges and laps by continuous wood planks or piles of sand. Use of rocks or broken concrete will not be permitted. At the end of at least 72 hours paper shall be removed.

Cold Weather Concrete and Protection: No concrete shall be placed after November 15 or when the air temperature is 32F or below. Concrete may be placed when the air temperature is between 33F and 40F only when suitable protective measures are taken and approved by the Town Engineer. The following measures to be taken are the minimum required but not necessarily all the measures that may be required by the Engineer. Mixing water and aggregate shall be heated to provide mixed concrete at the job site having a temperature not less than 60F nor greater than 90F. An accelerator shall be added. The sub-grade shall not be frozen, having been constructed with non-frozen materials and protected from freezing, snow or rain by a suitable cover of insulation. The completed concrete shall be maintained at 55F for four days.

The concrete shall be covered with waterproof paper as specified under "curing" in this Section, then a minimum of 6 inches of loose hay and a complete covering of waterproof paper securely fastened down on the edges and lapped. This protection shall be provided for a minimum of 4 days after the day the concrete was placed. Should the concrete be placed when the air temperature is over 40F, but temperatures may in the opinion of the Engineer, go below 33F during the 4-day period, the contractor shall provide extra covering as specified above.

E. **CONTRACTOR:** That person, partnership, corporation or firm that actually constructs the proposed improvements. The Contractor shall have a license, performance bond and insurance on file with the Town Engineer for all work done within the street lines.

F. **CULVERT:** A conduit for surface drainage which in turn discharges to a natural water body or to a holding pond.

G. **CURB:** The vertical edging of the paved portion of a street, of granite, bituminous concrete or cement concrete and installed in conformance with Town of Vernon Specifications.

H. **CURBCUT:** Any opening made through the curb from adjacent property for the purpose of constructing a driveway or road.

I. **DRIVEWAY:** Paved access way for vehicles from curb to street line of 8 inch thick reinforced concrete, 2 inches of compacted bituminous concrete and/or pavers. Driveways are to be constructed in conformance with these specifications, and to remain the responsibility of the property owner.

A driveway shall be any access to a public street, this includes but is not limited to access to private residences, commercial and industrial establishments, private roads, entrances to parking lots, and entrances to public buildings.

J. **ENGINEER:** The Vernon Town Engineer or his authorized representative.

K. **ENGINEERING DEPARTMENT:** The Town of Vernon Engineering Department, 14 Park Place, Vernon, Ct. 06066, Phone Number: 872-8591.

L. **FILTER FABRIC:** A fabric that is nonrotting, acid and alkali resistant and have sufficient strength and permeability. Fibers shall be low water absorbent and the fiber network shall be dimensionally stable.

M. **GRAVEL BASE:** The substance below the paved area of a road or driveway made up of bank run gravel and/or processed gravel.

N. **HIGHWAY:** See street definition.

O. **INSPECTOR:** A representative of the Engineer assigned to make the following:

All necessary inspections of condition of all driveways and curbs within the Town accepted streets and to recommend necessary repair work. All necessary inspections of repair, construction, and materials of driveways and curbs, and necessary street excavations.

P. **MANHOLE:** Access structures for utilities at changes in line or grade, usually made of precast concrete, concrete block, brick or reinforced concrete cast in place.

Q. **PAVEMENT:** The hard surface area of the right of way where vehicular traffic travels. Pavement is usually bituminous concrete or cement concrete.

R. **PAVERS:** Used in place of bituminous concrete or reinforced concrete. Concrete pavers must meet ASTM Standards C-936-82.

S. **PROCESSED GRAVEL:** Processed gravel shall conform to the requirements of Section 3.04.01, 02, 03 of the Standard Specifications.

T. **REGISTERED ENGINEER:** A person licensed to practice engineering in the State of Connecticut.

U. **REINFORCED CONCRETE:** Concrete with welded wire mesh reinforcement placed 2" up from the bottom of the slab. Welded wire mesh shall be 6" x 6" x 8/8.

V. **RIGHT OF WAY:** The land described between the street lines.

W. **ROAD:** See street definition.

X. **STANDARD SPECIFICATION:** State of Connecticut Standard Specifications for Road, Bridges and Incidental Construction, Form 814, 1988 or their latest revision.

Y. **SIDEWALK:** Paved walkway between the curb and street line of 5" or thicker concrete, or of 2" or thicker bituminous concrete. The above to be constructed in conformance with Town of Vernon specifications and accepted by the Town of Vernon.

Z. **STONEDUST:** Material used to fill small voids and for fine grading, must meet standard specification 814 Section M.01.

AA. **STREET:** The word street shall be construed to embrace streets, avenues, boulevards, highways, roads, alleys, lanes, viaducts, bridges, and the approaches thereto, and all the other public thoroughfares in the Town and shall mean all that part thereof from street line to street line of the premises abutting thereon.

BB. **STREET LINE:** The property lines for the area known as the right of way. The street line is generally the abutting property owners front property line.

CC: **TOWN:** Town of Vernon, Connecticut.

III. REQUIREMENTS:

A. Streets without Sidewalks:

1. The new driveway must be paved from the edge of the road or gutter to the street line. The driveway shall be constructed as shown on Plate #3 of this Ordinance.

2. Driveway Slope:

a. The maximum driveway slope from the street will be plus 10%. This is standard for all driveways within the street right of way.

b. The minimum driveway slope will be plus 1% within the street right of way.

3. The person applying for the driveway permit must show by a drawing, an erosion control plan, showing how he or she plans on stopping gravel, dirt etc. from washing into the road (both during construction and permanently).

4. The Engineer may require the driveway be built according to Section III, B in areas where sidewalks are planned.

B. Streets with Curbs and/or Sidewalks:

1. Where a driveway will cross a concrete sidewalk, the ramp (apron) and sidewalk between the gutter line and the back edge of the sidewalk will be of 8" reinforced, 4000 lb. concrete. The driveway will cross the walk at the walk grade, (where possible) not the street grade. The driveway shall be constructed as shown on Plate #1 of this Ordinance and the Town of Vernon curbs, sidewalks and street excavation specifications.

2. Driveway Slope:

a. The maximum driveway slope from the street will be plus 10%. This is standard for all driveways within the street right of way.

b. If the driveway crosses the city sidewalk, the slope will start at the back edge of the sidewalk.

3. The person applying for the driveway permit must show by a drawing, an erosion control plan, showing how he or she plans on stopping gravel, dirt, etc. from washing into the road (both during construction and permanently.)

C. Pavers:

1. Where pavers are used to constructing driveways, the contractor shall install a 6" x 13" granite curb header at approximately 2 inches inside the curb line. The top of the curb shall be 1" above the gutter grade. The pavers shall be flush with the top of the curb. The driveway shall be constructed per Plate #4 of this Ordinance.

2. Where pavers are used and there is a sidewalk along the property, the ramp, header, and sidewalk shall be 8" reinforced monolithic 4000 lb. concrete. The pavers on the back side of the sidewalk shall be laid flush with the top of the sidewalk. The driveway shall be constructed per Plate #5 of this Ordinance.

D. Exceptions:

1. The engineer may vary any part of this Regulation/Specification under the requirement of this section. He may also require that the driveway be designed by a Registered Engineer if he deems it necessary.

2. All exceptions must address all of the following:

- a. sight distance
- b. drainage
- c. driveway and public road grading
- d. overall safety of driveway
- e. distance to property line

3. All requests for exceptions to these regulations must be presented to the Engineer who shall have authority to act upon the same subject to the approval of the Traffic Authority, if a possible traffic hazard is deemed to exist or as is required under Section IV, B 4 and 5 of these regulations.

E. Drainage Involved At Proposed Driveway

1. No driveway may obstruct the flow of storm water along the road or through the drainage ditches, culverts or conduits.

a. Culverts under driveways shall be designed for a 10 year storm by a Registered Engineer.

- b. The minimum pipe size shall be 15" R.C.P. (Reinforced concrete pipe).
- c. Generally, Reinforced Concrete Pipe conforming to the requirements of AASHTO M170 Class IV drainage. Other types of pipe may be approved on an individual basis provided there is proof of structural stability (minimum design H-20 loading).
- d. The minimum slope of the pipe under a driveway will be 1%. The maximum slope of the pipe under the driveway is to be 5% without rip-rap.

IV. IMPROVEMENTS:

A. All costs of improvements relative to the driveway shall be born by the applicant. Including but not limited to:

- 1. Costs of erosion control measures
- 2. Costs of culverts and headwalls
- 3. Costs of Engienering
- 4. Costs of repairs to the Town Road where required by driveway work
- 5. Costs of all materials, i.e. gravel, bituminous, concrete etc.
- 6. Costs of relocating or rebuilding catch basins
- 7. Costs of moving any other utilities
- 8. Removal of all excess and unused materials

B. All driveways will conform to the following:

- 1. Driveway ramps shall have a 1" raised lip along the curb line of the ramp, except as noted in Section VII B.
- 2. The maximum driveway width will be 30' wide where the driveway meets the road pavement. The minimum driveway width shall be 13' wide where the driveway meets the road pavement.
- 3. The minimum sight distance shall be based on the posted speed for the road that the driveway is to be constructed adjacent to. If the speed limit is not posted, the sight distance will be based on 30 M.P.H.

Minimum Sight Distance

350' for 30 M.P.H.
425' for 35 M.P.H.
475' for 40 M.P.H.

The Engineer or his representative may vary the above minimum sight distance when he deems it necessary.

- 4. Driveways closer than 50' to a street intersection will have to be approved by the Town of Vernon Traffic Authority.

5. Only one driveway will be allowed per lot. Exceptions will be on an individual basis and must receive prior approval of the Traffic Authority. The second driveway will be required to meet all of the requirements of any other driveway.

6. All driveways shall enter and cross the right of way perpendicular to the street line. The Engineer or his representative may vary this requirement when he deems necessary.

7. Driveways will not be allowed to cross the right of way in front of another property without a legal agreement acceptable to the Engineer.

8. All driveway work is to be completed the same construction year that the permit is issued.

V. PERMIT:

A. A driveway permit must be obtained from the Town of Vernon Engineering Department. This permit application must be entirely filled out, and approved by the Engineer and returned to the contractor prior to construction.

B. The contractor is to have driveway permit on the job at all times while work is being done.

C. The Engineering Department must be notified 24 hours in advance of start of construction so the department can schedule inspection of the project. Each day work is done on any driveway, the Engineering Dept. is to be notified.

D. No permit will be accepted without a call before you dig number. State law requires all contractors to call 1-800-922-4455 prior to construction so all underground utilities can be marked. These numbers are only valid for thirty days which only validates driveway permits for thirty days.

E. Every contractor making application for a permit shall file with the Town, a satisfactory performance bond, of a surety company authorized to do business in the Town in the amount of five thousand dollars (\$5,000.00).

The performance bond shall be in force for a period of one year after the work is completed.

The cancellation of the bond automatically suspends the permit.

Every contractor making application for a permit shall file with the Town a public liability endorsement in the amounts of follows:

The contractor applying for a permit shall file with the Engineer his business address, the name under which business is done and his telephone number. The contractor shall notify the Engineer promptly of any change in the above information. Any orders or notices which the Engineer may send by certified mail to the contractor at his address on file, shall be considered as due notice delivered to him personally and shall relieve the Town of further obligation.

The contractor shall carry insurance under which the Town shall be named as an assured for the whole duration of this work, including the maintenance period provided herein, with an insurance

company or companies licensed to write such insurance in Connecticut, against the following risks in not less than the amounts as here indicated.

Bodily Injury Liability shall be for not less than \$100,000 for injuries to or death of any one individual, and a total of not less than \$500,000 to those injured or killed in any one accident.

Property Damage liability shall include damage to property caused by explosives, blasting, vehicles, equipment, or from any other cause, and shall not be less than \$100,000.

Each Contractor shall file with the Town Engineer a certificate of policy covering Workmen's Compensation Insurance, which shall remain in full force for at least 12 months from the date of work completion.

The Town of Vernon must be named "additional insured" on all insurance certificate.

The cancellation of insurance automatically suspends the permit.

VI. SUBDIVISIONS:

A. All driveways being constructed in a newly approved subdivision must meet all stipulations in these regulations. A blanket permit for all driveways will be issued if the developer shows all driveways on the plan, when the plans are submitted for review by the Planning & Zoning Commission. If all driveways are not shown at that time, the developer will be required to obtain individual permits for each driveway before it is constructed. All driveways must be approved by the Town Engineer.

B. All driveways constructed on a subdivision road with only the binder Course in place shall be constructed with a 2 1/2" lip along the curb line so as to allow for the 1 1/2" surface course when placed.

VII. MAINTENANCE AND PROTECTION OR TRAFFIC:

A. The contractor shall maintain and protect the vehicular and pedestrian traffic while the driveway is under construction for the full length of the project and shall provide a sufficient number of travel lanes and pedestrian passways to move the traffic.

B. The contractor shall erect and maintain construction signs, construction barricades and traffic cones that forewarn traffic of the construction.

C. The contractor shall keep all signs in proper position, clean and legible at all times.

D. Suitable ingress and egress shall be provided at all times where required, for all intersecting roads and for all abutting properties.

E. Where barricades are permitted to remain on the street, the contractor shall provide precautionary items such as red lanterns and/or flashers which will be in operation during all hours between sunset and sunrise.

F. The contractor shall notify the Police Department at least two days in advance of his beginning work within the street lines and subsequently in advance of any changes and additions in the work which will affect traffic flow.

G. For control of moderate traffic, the contractor shall provide an adequate number of flagmen employed at his own expense.

VIII. SAVES CLAUSES AND EMERGENCY ACTION:

A. Nothing in these rules shall be construed to prevent work necessary for the preservation of life or property.

B. Nothing in these rules shall be construed to prevent work when ordered by the Director of Public Works, Chief of Police or Fire Chief.

C. Permit application and attached drawing are hereby made part of this document.

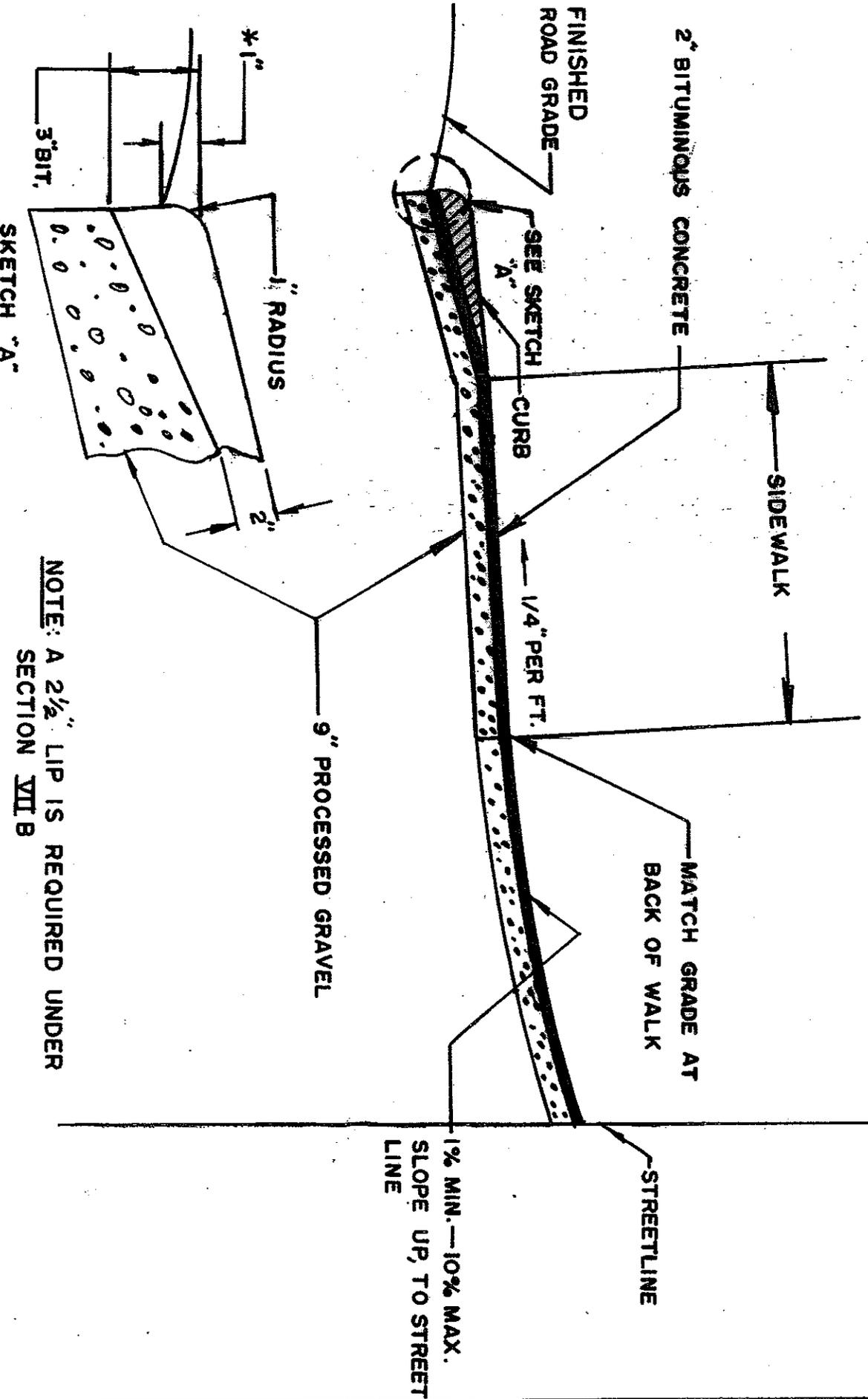
D. When the work is done under A and B of this section, a permit for such work shall be applied for by 12 noon the next working day.

E. The permittee shall at all times and at his own expense preserve and protect from injury any adjoining property by providing proper foundations and taking other measures suitable for the purpose. The permittee shall, at his own expense, shore up and protect all buildings, utilities, walls, fences, or other property likely to be damaged during the progress of the excavation work and shall be responsible for all damage to public or private property or highways resulting from its failure to properly protect and carry out said work.

F. If any section, sub-section, paragraph, sentence, clause, or phase of this Regulation/Specification should be declared invalid for any reason whatsoever, such decision shall not affect the remaining portions of this Regulation/Specification, which shall remain in full force and effect; and to this end the provisions of this Regulation/Specification are declared to be severable.

G. An appeal from the Engineer's decision may be taken pursuant to Connecticut Administrative Procedure Act and returnable to the Superior Court for the Judicial District of Tolland.

H. Surplus materials from excavations shall be legally disposed of by the contractor at the contractor's expense.

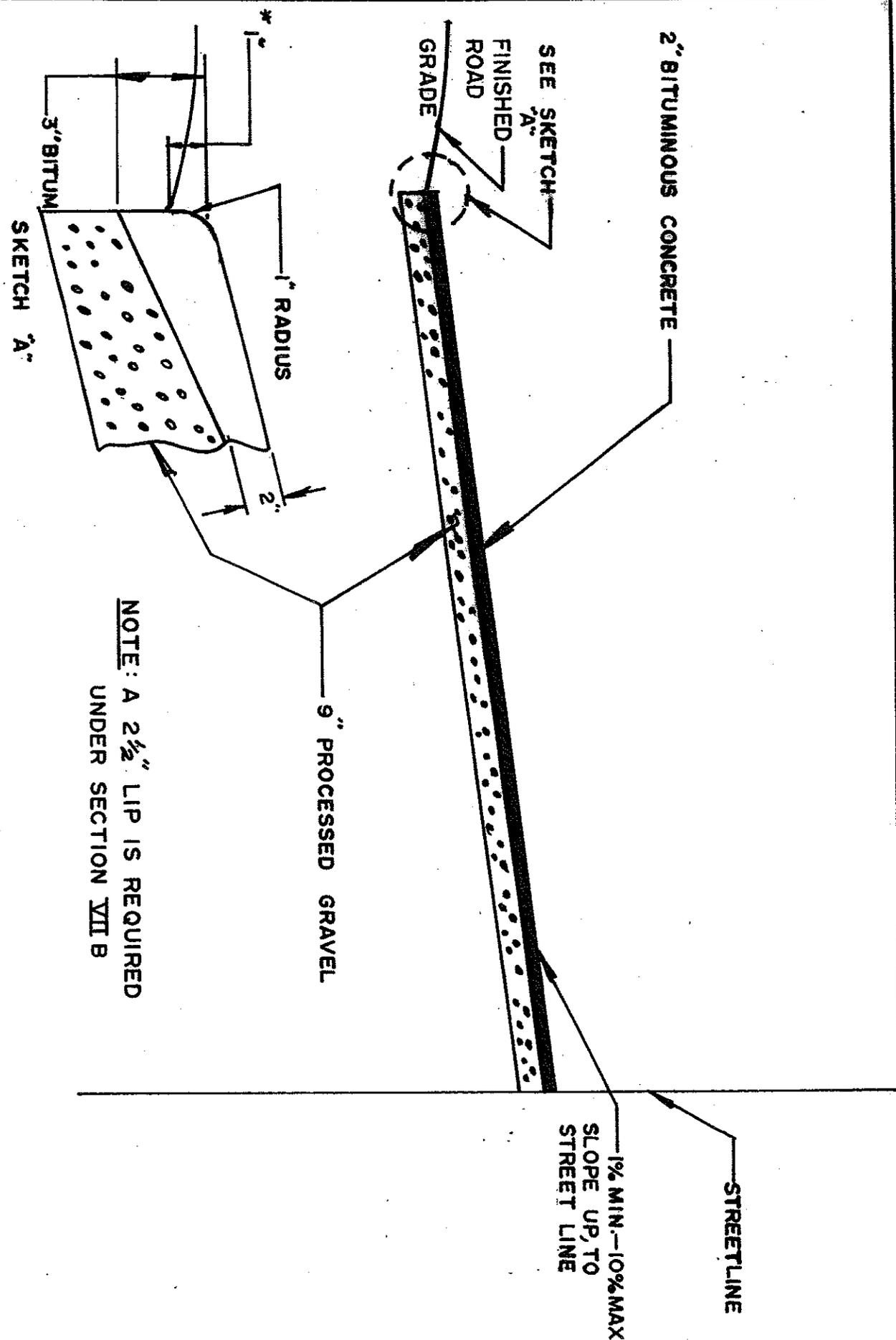


NOTE: A 2 1/2" LIP IS REQUIRED UNDER SECTION VII B

DRIVEWAY WITH SIDEWALK SHELF

NOT TO SCALE

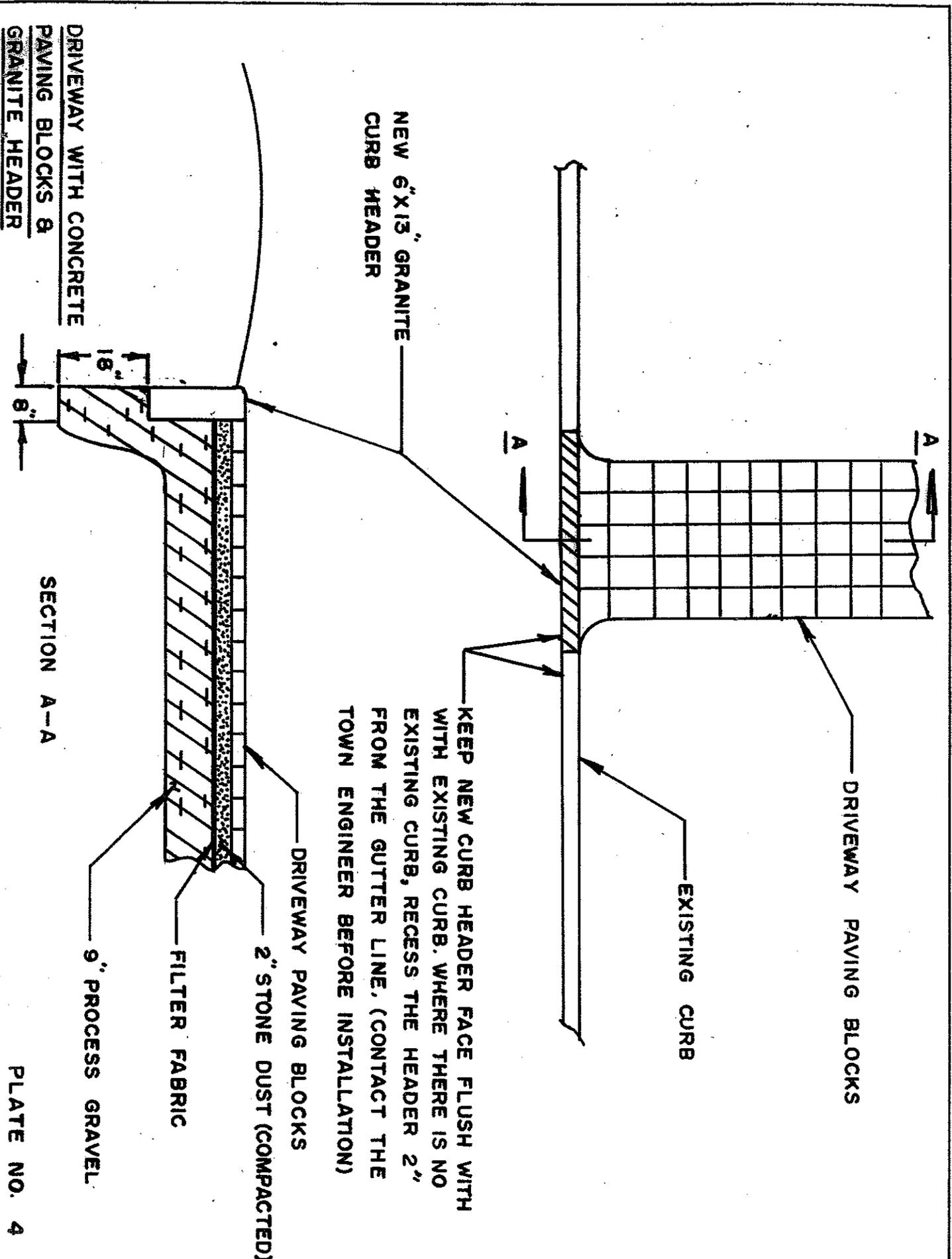
PLATE NO. 2



DRIVEWAY WITHOUT SIDEWALK PROVISIONS NOT TO SCALE

PLATE NO. 3

2/18/83
(REV. 2 2/93)



DRIVEWAY PAVING BLOCKS

EXISTING CURB

NEW 6" X 13" GRANITE CURB HEADER

KEEP NEW CURB HEADER FACE FLUSH WITH EXISTING CURB. WHERE THERE IS NO GUTTER, RECESS THE HEADER 2" FROM THE GUTTER LINE. (CONTACT THE TOWN ENGINEER BEFORE INSTALLATION)

DRIVEWAY PAVING BLOCKS

2" STONE DUST (COMPACTED)

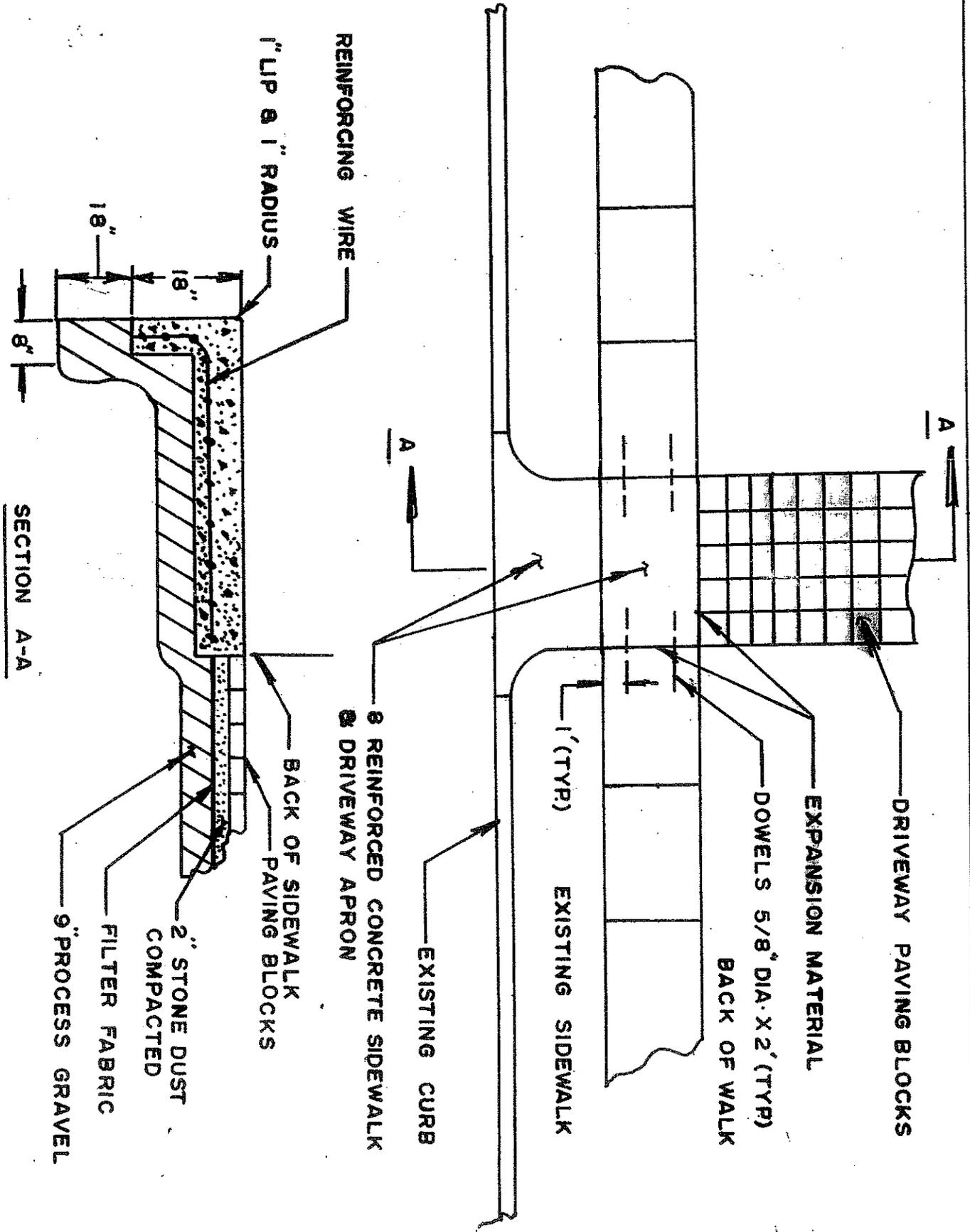
FILTER FABRIC

9" PROCESS GRAVEL

DRIVEWAY WITH CONCRETE PAVING BLOCKS & GRANITE HEADER

SECTION A-A

PLATE NO. 4



DRIVEWAY WITH CONCRETE PAVING BLOCKS & CONCRETE APRON & SIDEWALK

PLATE NO. 5

