

REVISED RESOLUTION CONCERNING MINIMUM REQUIREMENTS FOR
ACCEPTANCE OF ROADS AND STREETS INTO THE COUNTY HIGHWAY SYSTEM

RESOLUTION

WHEREAS, an increasing number of persons and firms are requesting that this Board accept and maintain roads and streets in various states of repair, improvement, and construction as a part of the County Highway Maintenance System, and

WHEREAS, the Board has only limited funds for the improvement, repair and maintenance of all streets and roads, and

WHEREAS, it is the desire of this Board to establish uniform policy and regulations for the acceptance of all such streets and roads, particularly those streets in platted areas and subdivisions outside the corporate limits of cities, and towns, and

WHEREAS, terminology and weight conditions for road construction have changed,

NOW, THEREFORE BE IT RESOLVED, that before any road or street will be accepted by the Board of Commissioners of this county for inclusion in the County Highway Maintenance System of Kosciusko County, such road or street shall meet the following revised minimum requirements:

- I. Gravel roads will not be accepted into County Highway Maintenance System.
- II. The County Highway Department is to maintain all hard surface roads that have been accepted into the County Highway Maintenance System as hard surface roads.
- III. Right-of-Ways:
 - A. Roads shall have a right-of-way of at least fifty (50) feet.
 - B. Cul-de-sacs in Residential, Agricultural II, and Commercial subdivisions shall have a right-of-way radius of at least fifty (50) feet. Cul-de-sacs in Industrial I, II, and III subdivisions shall have a right-of-way radius of at least eighty five (85) feet.
 - C. If the road was platted prior to November 1, 1959, the road shall have a right-of-way of at least forty (40) feet and cul-de-sacs with a radius of at least forty (40) feet.
- IV. Driveways:

All driveway approaches shall have a radius of twenty-five (25) feet from the center of the ditch to the edge of the riding surface. Concrete or asphalt drive approaches may extend to the edge of the county road provided that the following stipulations are met to the satisfaction of the Kosciusko County Engineer:

 - A. Concrete or asphalt material is level with or below the road pavement. (This includes both new drives and existing drives that have been upgraded.)
 - B. Any damage to the drive, either concrete or otherwise, caused by the County snowplow is the sole responsibility of the property owner.
 - C. Any damage to a county snowplow caused by a raised driveway will be the responsibility of the property owner.

- D. If work needs to be performed in the road right-of-way that disturbs a driveway, said work and the subsequent repair of the drive will be between the entity involved and the property owner.
- E. The property owner is solely responsible for the purchase, installation, and maintenance of the culvert pipe as sized by the Kosciusko County Engineer. However, the property owner is at liberty to install any pipe material for the driveway culvert provided that the flow is not impeded.

Failure to adhere to the above specifications will result in a written notice allowing the property owner 30 calendar days to rectify the situation to the satisfaction of the Kosciusko County Engineer. If the violation exists after the 30 calendar day notice, the Kosciusko County Highway Department reserves the right to remove the driveway at the property owner's expense.

V. Drainage:

Curbs & gutters, side ditches and other drainage structures shall provide drainage for the road. The road shall be filled to a grade at least two (2) feet above water level.

A. Side Ditches:

1. The center of the side ditches shall be at least seven and one-half (7 1/2) feet from the edge of the riding surface on each side.
2. The center of the side ditch shall be at least ten (10) inches lower than the edge of the pavement.
3. Side ditch and embankment slopes shall not be steeper than 2 feet horizontal to 1 foot vertical. (I.e. Maximum 2:1 slopes)
4. All side ditch banks must be protected against erosion in accordance with the County's Erosion Control Ordinance.

B. Curb and Gutters:

The following applies when curbs and gutters are used in lieu of side ditches:

1. The gutter shall be at least two (2) feet wide, six (6) inches thick and placed twenty-six (26) feet back-to-back.
2. The back of the curb shall be at least four (4) inches above the gutter.
3. Concrete for the curb and gutter shall be 4000 psi with limestone aggregate and 5% to 7% air content.
4. Under the curb & gutter, the subbase shall have at least four (4) inches of compacted Number 53 aggregate.
5. Contraction joints may be sawed or tooled with a ten (10) foot minimum spacing.
6. Preformed expansion joints shall be placed at the beginning and end of all curb returns and castings.
7. The finished grade of the riding surface between the gutters shall have a crown of at least two (2) percent from the center of the road to the inside edge of the curb.
8. The entire surface from gutter to gutter shall be hard surfaced.
9. Catch basins must be concrete and properly grouted.
10. The catch basin or inlet castings shall be curb box inlets with grates that are safe for bicycles such as Neenah R-3501-L1A or equal. The casting and basins shall be shimmed with concrete rings and sealed with grout.

C. Culverts and Pipes:

1. All drainage pipes through the road and approaches to the road shall be with reinforced concrete pipe, corrugated metal pipe, or dual walled plastic pipe such as N-12 or equal. (All pipes must be installed according to the manufacturer's specifications.)
2. All culverts shall be at least the size and weight of the specifications provided for by the Kosciusko County Engineer.
3. Culverts at intersections must be at least forty (40) feet in length and at driveway approaches thirty (30) feet in length.
4. Unless specially approved by the Kosciusko County Engineer, no culvert under ten (10) inches in diameter may be used and all culverts must be of sufficient size to carry the estimated volume of water.

VI. Pavement in Residential and Agricultural II Subdivisions:

The riding surface of the road shall be at least twenty-two feet wide – that is twenty-two (22) feet of pavement plus the width of the curb and gutter. The finished grade shall have a cross slope of two (2) percent from the centerline of the road to the edge of the pavement or gutter.

A. Curbs & Gutters:

All roads in Residential and Agricultural II Subdivisions must have curb & gutters.

However, when both of the following circumstances in an Agricultural II or Residential Subdivisions occur, curb & gutter may be installed, but are not required:

1. When all the lots in the subdivision each have an individual road frontage that exceeds two-hundred fifty (250) feet continuously along the same road and
2. When all the lots in the subdivision each have an individual lot size that is three (3) acres or larger.

B. Asphalt Pavement:

1. Both the subgrade and subbase shall be uniform and fully compacted to the satisfaction of the Kosciusko County Engineer. (If the Kosciusko County Engineer determines that the sub-grade or the subbase is inappropriate, the existing material must be excavated or remedied to the satisfaction of the Kosciusko County Engineer.)
2. The subbase shall have at least six (6) inches of Number 53 aggregate.
3. The asphalt base shall consist of at least three (3) inches of a hot mix bituminous base mix that meet the 1995 INDOT specifications. However, the County Engineer may specify a specific asphalt base mix based upon site conditions.
4. The asphalt surface shall consist of at least one (1) inch of hot mix bituminous surface that meet the 1995 INDOT specifications. However, the County Engineer may specify a specific asphalt surface mix based upon site conditions.
5. The bituminous mixes shall conform to INDOT specifications with the exception of crush content. All mixes are subject to the County Engineer's discretion.

C. Concrete Pavement:

1. Both the subgrade and subbase shall be uniform and fully compacted to the satisfaction of the Kosciusko County Engineer. (If the Kosciusko County Engineer determines that the subgrade or the subbase is inappropriate, the existing material must be excavated or remedied to the satisfaction of the Kosciusko County Engineer.)
2. The subbase shall have at least six (6) inches of Number 53 aggregate. (If the subgrade consists of uniform granular material, the Kosciusko County Engineer may reduce or eliminate the subbase requirement.)
3. Place plain concrete in accordance with the American Concrete Pavement Association's standards for concrete paving.
4. The minimum concrete thickness for residential roads is six (6) inches. (The Kosciusko County Engineer may require an increase in thickness depending on the conditions of the subbase, the strength of the concrete mix, and the volume of traffic determined for the road.)
5. Concrete mix shall consist of 4,000 psi limestone with 5% to 7% air content. Concrete is to be placed at a four (4) inch slump plus or minus one (1) inch.
6. Concrete must be placed from outside the curb. (i.e. Concrete trucks must not run down the prepared subbase.)
7. Install longitudinal joints down the center of the pavement and at each intersection with the curb.
8. Install transverse joints every 11 feet.
9. Prohibit traffic on concrete pavement for 10 days.
10. Install liquid membrane sealer (i.e. cure & seal) uniformly on the pavement per manufacturer's specifications.

D. All Residential, Agricultural II, Commercial, or Industrial Subdivisions designed with interior roads must have all the lots in the subdivision enter and exit off the interior subdivision road.

E. For both asphalt and concrete pavements, cul-de-sacs must have a paved driving surface eighty (80) feet in diameter plus the width of the curb & gutter.

F. The Kosciusko County Engineer may require borings of the road material.

G. The Kosciusko County Engineer must be contacted during each phase of work so that a representative may inspect the subgrade, subbase, and pavement base prior to proceeding to the next phase.

VII. Pavements in Industrial I, II, III and Commercial Developments:

Roads and streets in Industrial I, II, III and Commercial Developments shall meet all the above criteria with the exception of the following.

- A. Pavement shall be minimum of twenty-four (24) feet wide and shall have a minimum of twelve (12) inches of Number 53 compacted base, four and one-half (4.5) inches bituminous base course with one and one-half (1.5) inches bituminous surface.
- B. For concrete roads, place plain concrete in accordance with the American Concrete Pavement Association's standards for concrete paving. The subbase shall have a minimum of six (6) inches of Number 53 aggregate. The pavement shall be minimum of twenty-four (24) feet wide and shall have a minimum concrete thickness requirement of eight (8) inches thick. (The Kosciusko County Engineer may require an increase in thickness depending on the conditions of the subbase, the strength of the concrete mix, and the volume of traffic determined for the road.)

- C. For both asphalt and concrete pavements, cul-de-sacs in Industrial I, II, and III Developments must have a paved driving surface of at least one hundred fifty (150) feet in diameter plus the width of the curb & gutter.
- D. All roads in Industrial I, II, III and Commercial Developments must have a detailed drainage plan and curb & gutters. The gutter shall be at least two (2) feet wide, six (6) inches thick and placed twenty-eight (28) feet back-to-back.

VIII. All Roads in any subdivision shall be maintained in the improved condition as outlined above for a period of one year from the date of the Final Plat Approval or the date of the road installation, whichever was completed last, before they may be accepted into the County Highway Maintenance System.

BOARD OF COMMISSIONERS,
Kosciusko County

Bradford Jackson, President

Avis Gunter, Member

Ron Truex, Member

Attest: Sue Ann Mitchell
Kosciusko County Auditor

Date: _____