

## FOREWORD

This portion of the subdivision regulations pertains to the proposed subdivision of lands located outside the corporate limits of any city or village in the County of Ogemaw and to all public highways under the jurisdiction of the Board of County Road Commissioners of the County of Ogemaw, State of Michigan.

To establish proper procedure and minimum standards for making and submitting new plats for approval, it is deemed necessary to adopt these requirements. Inspection, both field and office, of submitted plats and the approval of these plats will be based on the requirements as outlined in the attached Procedures and Standards. Other governmental units may have additional requirements.

It is strongly recommended by the Board that the proprietors of land to be platted engage the services of a registered professional civil engineer or registered land surveyor, who is entirely familiar with the Land Division Act and who is qualified to prepare plans and specifications to which roads, streets and alleys are to be constructed.

The contents of this publication do not supersede any part of the Land Division Act of 1967, and is intended for use only as an instrument to expedite the processing of proposed plats in Ogemaw County.

Official policies sometimes contain unfamiliar terminology, so feel free to call us at (989) 345-0234, fax us at (989) 345-2337, or email us at [ocrc@ogemawcrc.org](mailto:ocrc@ogemawcrc.org). We will be happy to answer any questions and look forward to working with you.

Board of County Road Commissioners of Ogemaw County

## Notice of Public Hearing

On December 13, 2017, at 9:30 A.M., at the offices of the Ogemaw County Road Commission, at 1250 S. M-33, West Branch, Michigan, a Public Hearing will be held at which time comments will be received pertaining to the proposed newly revised:

- 1.) Standards and Specifications for Roads, Streets, and Drainage pertaining to the Subdivision of lands. (In accordance with Act 288 of Public Acts of 1967 as amended).
- 2.) Residential and Commercial Driveway Standards and Fee Schedule.
- 3.) Fee Schedule for permits issued for work to be performed within the road right of way, i.e. utility installation. (Items 2 & 3 in accordance with Act 212 of Public Acts of 1980 as amended).

Copies of the proposed Standards and Fee Schedules are available for review at the offices of the Ogemaw County Road Commission during normal business hours, Monday through Friday, 7:30 A.M. to 4:00 P.M.

Van Sheltroun, Chairman  
Ogemaw County Road Commission

## Resolution

At a meeting of the Board of County Road Commissioners of the County of Ogemaw, State of Michigan, held on December 13, 2017, it was moved by Commissioner Winter and supported by Chairman Sheltroun that the following resolution be adopted.

RESOLVED: That as of December 13, 2017, the Board of Ogemaw County Road Commission hereby adopts the following Rules Governing the Granting of Permits for Driveways, Road Closures and Banners and rescind all former Rules Governing the Granting of Permits for Driveways, Road Closures and Banners.

Carried:       Yeas: Commissioner Dan Winter  
  Chairman Van Sheltroun  
  Commissioner Mark Williams  
                  Nays: None

A certified true copy taken from the minutes of December 13, 2017.

Signed:       \_\_\_\_\_

Brandy Curtis, Board Clerk

Date:         December 13, 2017

# PROCEDURES FOR PLAT DEVELOPMENT

PERTAINING TO

ROAD, STREET, & DRAINAGE REGULATIONS  
PERTAINING TO THE SUBDIVISION OF LANDS  
LOCATED OUTSIDE THE CORPORATE LIMITS  
OF ANY CITY OR VILLAGE IN THE  
COUNTY OF OGEMAW



BOARD OF COUNTY ROAD COMMISSIONERS

COUNTY OF OGEMAW

STATE OF MICHIGAN

Land Division Act of 1967  
January 1, 1968  
Amended: May 9, 2001  
Amended: December 13, 2017  
**Effective: January 1, 2018**

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## PURPOSE AND SCOPE

This portion of the subdivision regulations pertains to the proposed subdivision of lands located outside the corporate limits of any city or village in the County of Ogemaw and to all public highways under the jurisdiction of the Board of County Road Commissioners of the County of Ogemaw, State of Michigan.

To establish proper procedure and minimum standards for making and submitting new plats for approval, it is deemed necessary to adopt these requirements as outlined in the attached Procedures and Standards. Other governmental units may have additional requirements that shall be followed in conjunction with these standards and specifications.

It is strongly recommended by this Board that the proprietors of land to be platted engage the services of a registered professional civil engineer or registered land surveyor, who is entirely familiar with the Land Division Act and who is qualified to prepare plans and specifications to which road, streets and alleys are to be constructed.

The contents of this publication do not supersede any part of the Land Division Act of 1967 as amended, and is intended for use only as an instrument to expedite the processing of proposed plats in Ogemaw County.

## LAND DIVISION ACT REQUIREMENTS

- A.) All plats intended to be recorded with the Register of Deeds must be in conformance with Act 288, P.A. of 1967, as amended, which is known as the “Land Division Act of 1967”.
  
- B.) The Plat Act, Section 138 reads as follows: When any part of a subdivision lies within or abuts a floodplain area, the plat shall include and show the following:
  - 1.) The floodplain shall be shown within a contour line, established by the water resources commission, department of conservation.
  - 2.) The contour line shall intersect the sidelines of the lots.
  - 3.) The sidelines shall be dimensioned to the traverse line from the street line and the established floodplain (contour) line.
  - 4.) The floodplain area shall be clearly labeled on the plat with the words “FLOODPLAIN AREA”.
  
- C.) The Plat Act, Section 183 reads as follows:
  - 1.) The Road Commission may require the following as condition of approval of final plats for all highways, streets and alleys in its jurisdiction or to come under its jurisdiction and also for all private roads in unincorporated areas:
    - a.) Conform to the general plan, width and location requirements that the Board may have adopted and published.

- b.) Adequate provision for traffic safety in laying out drives which enter county roads and streets, as provided in the Board's current published construction standards.
  - c.) Proper drainage, grading and construction with approved materials of a thickness and width provided in its current published construction standards.
  - d.) Submission of complete plans for grading, drainage and construction, to be prepared and sealed by a civil engineer registered in the State of Michigan.
  - e.) Installation of bridges, culverts and drainage structures where it deems necessary.
  - f.) Completion of all required improvements relative to streets, alleys and roads, or a deposit by the proprietor with the Board in the form of cash, a certified check or irrevocable bank letter of credit, whichever the proprietor selects, or a surety bond acceptable to the Board, in an amount sufficient to insure completion within the time specified.
- 2.) As a condition of approval of the final plat, the Board may require a deposit to be made in the same manner as provided in subdivision (f) of subsection (1), to insure performance of any of the obligation of the proprietor to make required improvements.
  - 3.) The Board shall rebate to the proprietor, as the work progresses, amounts of any cash deposits equal to the ratio of the work completed to the entire project.
  - 4.) The Board shall reject a final plat isolating lands from existing public streets or roads, unless suitable access is provided, and shall also require that such access be granted by easement or dedicated to public use.

D.) Section 192 reads as follows:

The County Drain Commission or the governing body of the municipality in which the subdivision is situated, whichever has jurisdiction, shall require the following as a condition of approval of the final plat:

- 1.) That the proprietor provides for adequate storm facilities within the lands proposed for platting and outlets thereto.
- 2.) If adequate storm water facilities within the land proposed for platting are not required to be installed before approval of the final plat, the proprietor shall enter into an agreement with the governing body or county drain commissioner and shall post a cash deposit, certified check or irrevocable bank letter of credit, whichever the proprietor selects, or a surety bond acceptable to the approving authority, in an amount not to exceed 100% of the estimated cost of the project including contingencies for the faithful performance of the agreement. A rebate shall be made to the proprietor, as the work progresses, of amounts of any cash deposits equal to the ratio of the work completed to the entire project.
- 3.) The County Drain Commissioner, or where there is no drain commissioner the body having jurisdiction may require the proprietor to establish a county drainage district according to the procedure provided in Act No. 40 of the Public Acts of 1956, as amended, being sections 280.1 to 280.623 of the Compiled Laws of 1948, if deemed necessary to insure adequate maintenance

of storm water outlet facilities.

E.) Section 194 Reads as follows:

If any part of a proposed subdivision lies within the floodplain of a river, stream, creek or lake, approval of the final plat shall be conditioned on the following:

- 1.) No buildings for residential purposes and occupancy shall be located on any portion of a lot lying within a floodplain, unless approved in accordance with the rules of the water resources commission of the department of conservation.
- 2.) Restrictive deed covenants shall be filed and recorded with the final plat that the floodplain area will be left essentially in its natural state.
- 3.) The natural floodplain may be altered if its original discharge capacity is preserved and the stream flow is not revised so as to affect the riparian rights of other owners.

F.) Section 258 reads as follows:

As a condition of final plat approval the governing body of municipality or the Board of County Road Commissioners may require copies of agreements, covenants or other documents showing the manner in which areas to be reserved for the common use of the residents of the subdivision are to be maintained.

G.) Section 261 reads as follows:

No person shall sell any lot in a recorded plat or any parcel of unplatted land in an unincorporated area if it abuts a street or road which has not been accepted as public unless the seller first informs the purchaser in writing on a separate instrument to be attached to the instrument conveying any interest in such lot or parcel of land of the fact that the street or road is private and is not required to be maintained by the Board of County Road Commissioners. In addition, any contract or agreement of sale entered into in violation of this section shall be voidable at the option of the purchaser.

H.) ORDER OF PROCEDURE: The following steps, which will be explained in detail in subsequent section, will be followed by the Board in considering any plat:

- 1.) Approval of preliminary plat.
- 2.) Approval of road and drainage plans.
- 3.) Site grading and construction of roads and drainage.
- 4.) Final inspection and approval.

Deviations from this order of procedure can cause delays, confusion and unnecessary expenses.

## DEFINITIONS

Where in these instructions and specifications the following terms are used, they shall be interpreted in accordance with the definitions given herewith, being Section 102 of the Land Division Act.

- A.) Board – The Board of County Road Commission of the County of Ogemaw, State of Michigan.
- B.) Engineer – The County Highway Engineer of the Board, or any of his assistants designated to act for him in carrying out the duties entailed by the Land Division Act.
- C.) “Plat” means a map or chart of a subdivision of land.
- D.) “Preliminary Plat” means a map showing the salient features of a proposed subdivision submitted to an approving authority for purposes of preliminary consideration.
- E.) “Subdivide” or “Subdivision” means the partitioning or dividing of a parcel or tract of land by the proprietor thereof or by his heirs, executors, administrators, legal representatives, successors or assigns for the purpose of sale, or lease of more than one year, or of building development, where the act of division creates five (5) or more parcels of land each of which is ten (10) acres or less in area are created by successive divisions within a period of ten (10) years.
- F.) “Parcel” or “Tract” means a continuous area or acreage of land that can be described as provided for in this act.
- G.) “Lot” means a measured portion of a parcel or tract of land, which is described and fixed in a recorded plat.
- H.) “Outlot” when included within the boundary of a recorded plat, means a lot set aside for purposes other than a building site, park or other land dedicated to public use or reserved to private use.
- I.) “Proprietor” means a natural person, firm, association, partnership, corporation or combination of any of them that may hold any ownership interest in land whether recorded or not.
- J.) “Public Utility” means all persons, firms, corporations, co-partnerships or municipal or other public authority providing gas, electricity, water, steam, telephone, sewer, or other services of a similar nature.
- K.) “Replat” means the process of changing, or the map or plat which changes, the boundaries of a recorded subdivision plat or part thereof. The legal dividing of an outlot within a recorded subdivision plat without changing the exterior



boundaries of the outlot is not a replat.

- L.) “Surveyor” means either a land surveyor who is registered in this state as a registered land surveyor or a civil engineer who is registered in this state as a registered professional engineer.
- M.) “Government Survey” means the land surveyed, subdivided and monumented by the United States public land survey.
- N.) “Michigan Coordinate System” means the system defined in Act 9 of the Public Acts of 1964, being Sections 54.231 to 54.239 of the Compiled Laws of 1948.
- O.) “Alley” means a public or private right-of-way shown on a plat that provides secondary access to a lot, block, or parcel of land.
- P.) “Topographical Map” means a map showing existing physical characteristics, with contour lines at sufficient intervals to permit determinations of proposed grades and drainage.
- Q.) “Floodplain” means that area of land adjoining the channel of a river, stream, watercourse, lake or other similar body of water that will be inundated by flood that can reasonably be expected for that region.

#### PRELIMINARY PLAT REQUIREMENTS

- A.) In order that subdivision plats may be prepared in conformity with the general highway and street plans of the Board, the Subdivider shall have prepared a preliminary plat of the area to be platted.
- B.) The plat shall be prepared under the direction of a Registered Land Surveyor or a Registered Civil Engineer and shall be drawn to a convenient scale not smaller than 1" = 200' on paper 18" x 24" in size.
- C.) The preliminary plat should give the location of the proposed subdivision with reference to the section and part of section in which the parcel is situated and the name and coordinates of the township.
- D.) The plat shall show the proposed street and alley layout and names, lot and plat dimensions (dimensions difficult of calculation need not be given exactly on the preliminary plat) and state whether proposed roads or streets are private or public. Also, governing factors such as:
  - 1.) Adjoining subdivisions
  - 2.) Rivers or streams
  - 3.) Highways
  - 4.) Railroads
  - 5.) Cemeteries

- 6.) Parks
  - 7.) Natural water courses
  - 8.) County drains
  - 9.) Sewers
  - 10.) Any other features of the location that may be an influencing factor
- E.) Adequate provisions for traffic safety must be considered in laying out streets, alleys, and drives connecting with existing county highways.
- F.) All existing public roads, streets or alleys that terminate at the boundaries must be connected with the road and street system of the proposed plat. When the proposed plat abuts an unplatted land, provisions shall be made for future street extensions to the title line of the unplatted area.
- G.) The Road Commission will accept roads located in trailer parks and apartment complexes only if the proposed road will be used to connect to another road or become a main arterial of the County Road System.
- H.) Three (3) copies of the preliminary plat prepared as noted above shall be submitted for study to the Board, together with a letter requesting approval.
- I.) One (1) copy of the preliminary plat shall be returned within thirty (30) days to the platlor with notations or approval from the Board.
- J.) Board approval of the preliminary plat is valid for two (2) years from the date of approval.

#### RIGHT-OF-WAY REQUIREMENTS

- A.) Highways, streets, and alleys over which the Board has jurisdiction by virtue of the provisions of the Land Division Act or highways under the Jurisdiction of the Board which are adjacent to the proposed subdivision, shall have widths dedicated conforming to the following requirements:
- 1.) Roads and streets shall be not less than 66 feet wide.
  - 2.) Alleys shall be not less than 33 feet wide.
  - 3.) Turn-Arounds (cul-de-sacs) shall be not less than 150 feet in diameter.
  - 4.) Utilities easements shall be not less than 15 feet wide where the rear lines of lots are contiguous or six (6) feet wide if a lot has no adjoining subdivisions.
  - 5.) Drainage easements shall be in conformance with the published rules of the Ogemaw County Drain Commission.
- B.) Half width dedications of roads, streets, or alleys will be acceptable only when the boundary of the proposed subdivision coincides with the boundaries of a recorded plat on which a half road, street, or alley right- of-way has previously been dedicated, or when the boundaries of the proposed subdivision are coincidental with a section or quarter section line, and a dedication assured from the adjacent owners is made for

the remaining half-width.

- C.) All street right-of-ways intersecting at acute angles shall have a fifty (50) ft. radius on the inside corners.
- D.) In general, all roads located along section and quarter section lines shall be centered on said line. Any exceptions to this practice must be approved by or be at the direction of the Board.

#### COUNTY ROAD SYSTEM CONNECTIONS

- A.) All existing public roads, streets, or alleys that terminate at the boundaries of a proposed subdivision must be connected with the road and street system of the proposed subdivision.
- B.) The layout of the roads, streets, and alleys in a proposed subdivision should provide a continuous circuit for travel except, when in the opinion of the Board; the lands proposed to be subdivided are limited in area or are subject to a natural barrier. In such cases, a dedication that provides access to a public highway at ONE END ONLY will be acceptable if additional land is dedicated at its terminus so as to permit turning in a continuous circuit, as shown on the Standard Plans for Subdivision Construction which are made a part of this document.
- C.) All dead-end streets (cul-de-sacs) shall be provided with a turn-around with a minimum external diameter of 150 feet. The maximum length of any cul-de-sac shall not be more than 600 feet, unless the Board approves an exception. Cul-de-sac streets shall extend to the property line for future extensions. See Detail: Typical Turn-Around.
- D.) A boulevard section will be permitted at the main entrance to a plat development. The boulevard type of section shall not exceed 300' in length.

#### HIGHWAY, STREET NAMES AND SIGNING

- A.) Highway and street dedication shown on subdivisions shall be designated by name and signed in accordance with Road Commission Specifications.
- B.) The name must agree with that now in use and recognized by the Board if the highway or street as platted is an extension of, or is in line with, an existing highway or street under jurisdiction of the Board.
- C.) Highway and street dedications not in the above category may be given such names as the proprietor may choose to assign, subject to the approval of the Board.
- D.) Private streets shall be signed as such at all entrances and shall be maintained by the plattor.

- E.) All roads and streets in the Plat shall be signed in accordance with the “Michigan Manual of Uniform Traffic Control Devices”.
- F.) All highway and street signs shall be installed in accordance with Road Commission Specifications.
- G.) If the proprietor wishes that the Road Commission install the signs, then at the time of the final approval of the plat, the proprietor shall pay to the Board, in cash, the amount necessary to furnish and place traffic control and street signs. The Board will then install the street signs as soon as practicable.
- H.) State trunklines shall be identified by name and route numbers.

#### FINANCIAL REQUIREMENTS AND RESPONSIBILITIES

- A.) Completion of Improvements Guaranteed.
- B.) The owner of the platted land, or his agent, shall be required to grade, drain, and surface the streets and alleys shown on the plat in accordance with the Roads Specifications, and Standard Plans for Subdivision Road Construction.
- C.) In the event that the proprietor of the subdivision has not completed the grading, drainage, surfacing, seeding and mulching of the streets and alleys prior to submission of the subdivision to the Board for final approval, he will be required to furnish a certified check, cash, surety bond, or irrevocable bank letter of credit to the Board, in the amount previously determined by it, guaranteeing the completion of all improvements in accordance with the specifications and subdivision details within a period of two years from the date of approval of the subdivision by the Board. (See agreement form in the Index)
- D.) The deposit required shall be equal to at least 100% of the County Highway Engineer’s estimate of the cost of the street improvements, plus 10%.
- E.) The Board will rebate to the proprietor, as the work progresses, amount of any cash deposits equal to the ratio of work completed to the entire project.

#### GENERAL CONSTRUCTION OF ROADS AND SLOPES

- A.) Permits must be obtained from the Road Commission by the contractor for any construction within the right-of-way of existing county roads.
- B.) Clearing: Removal of Trees, Brush and Roots  
All trees, brush, shrubs and the roots thereof shall be entirely removed from the right-of-way of all streets and alleys in the proposed plat.
- C.) Road and Drainage Plans

- 1.) All under drainage and ditches other than standard roadside ditches that are constructed must be made part of the County Drain System by proper legal procedures through the County Drain Commissioner and must meet all necessary requirements as to right-of-way easements and permits for use of land.
- 2.) The Drainage Plan may be superimposed on the Road Plan if this can be done without sacrificing clarity.
- 3.) Plan and profile sheets of individual streets must be submitted on 24" x 36" paper showing the plan and profile of each street within the plat and bordering streets. Grades, sight distances, drainage and drainage structures must be shown.
- 4.) The location and width of easements for drainage purposes shall be shown on the plat to be recorded and shall be clearly marked as such.
- 5.) All roads constructed shall be centered on the road right-of-way.
- 6.) Finished earth grade shall be free of all topsoil, stones, organic matter, muck, and frost heave material. In wet areas of unstable soil, the subgrade must be excavated to a stable base and backfilled with porous material to a height of eighteen (18) inches above the natural ground level. All grade must be above established high water levels.
- 7.) Primary roadways shall have a minimum width of thirty-six (36) feet between shoulder lines. Local roadways shall have a minimum width of thirty-two (32) feet between shoulder lines. Alleys shall be graded as directed by the Engineer.

#### D.) Drainage Structures and Ditches

- 1.) The design, size and location of drainage structures shall be designated by the Engineer.
- 2.) Concrete culvert pipe or corrugated metal pipe shall be installed as required. Culverts at driveway entrances shall be provided either by the proprietor or lot owners. The minimum size of all crossroad culverts and driveway culverts shall be fifteen (15) inches in diameter. All culvert materials shall meet the most current M.D.O.T. Standard Specifications.
- 3.) The minimum ditch grade shall be 0.5%. Grades for 1% to 4% shall be sodded. Grades over 4% shall be rip-rapped or paved. All other ditches shall have an established growth of vegetation provided by seeding and mulching in accordance with the M.D.O.T. Standard Specifications.
- 4.) All backslopes and foreslopes are to be no steeper than a 1 on 4.
- 5.) Roadside ditches shall be stabilized and free of sedimentation and erosion prior to acceptance of the streets for maintenance by the Road Commission.

#### E.) Vertical and Horizontal Alignment

The maximum grade permitted shall be 8% on all roads. Minimum sight distance over crests shall be 275 ft. Sight distance, horizontal alignment, and intersection design shall be approved by the Engineer.

#### F.) Seeding and Mulching Slopes

- 1.) Seeding and mulching will be required on all slopes and ditches. The methods, time and type of seeding shall be at the proprietor's discretion but the final results must be approved by the Engineer. No road or street will be accepted where ditch or slope erosion or sedimentation is evident. Sodding, rip-rap or cobble gutter may be required as determined by the Engineer.
  - 2.) The methods and time of seeding and mulching shall meet the requirements of the current M.D.O.T. Standard Specifications for Road and Bridge Construction. All disturbed areas shall be covered with a minimum of three (3) inches of topsoil.
  - 3.) All ditches and slopes within the road right-of-way and adjacent to the road right-of-way must have a final result from seeding and mulching that the seeding is rooted and is established to such a length and density that washing action will be of no concern.
- G.) All items that are not specified within these Specifications but are essential to the proper construction of the road in question shall be of material and construction in accordance with the current M.D.O.T. Standard Specifications.

### STANDARD CROSS SECTIONS

#### A.) Primary Standard Section

- 1.) See Detail: [Rural Cross Section – Primary](#)
- 2.) Sand Subbase  
A minimum of twelve (12) inches of compacted sand subbase or a Board approved stabilized subbase course shall be required on all streets constructed on heavy soils. The earth grade shall be inspected and approved by the Engineer prior to placing the sand subbase.
- 3.) Base  
An aggregate base shall be placed on the prepared subbase in accordance with the Standard Plans for Subdivision Road Construction. The minimum width of the base shall be thirty-two (32) feet and the minimum compacted depth shall be six (6) inches. The base material shall consist of compacted 22-A Modified Aggregate in accordance with the most current M.D.O.T. Standard Specifications for Construction.
- 4.) Surfacing  
The surface shall consist of two (2) courses of bituminous pavement, 165 lb./syd. each, for a total of 330 lb./syd. and an overall minimum width of thirty (30) feet. Bituminous paving materials shall be in accordance with the most current M.D.O.T. Standard Specifications.
- 5.) Gravel Shoulders  
The gravel shoulders shall consist of compacted 23-A Aggregate in

accordance with the most current M.D.O.T. Standard Specifications for Construction and be a minimum of four (4) inches in depth with a width of three (3) feet on each side of the road.

6.) Pavement Marking

A white “fog” line shall be marked three (3) feet from the edge of pavement and be in accordance with the most current M.D.O.T. Standard Specifications.

B.) Local Standard Section

1.) See Detail: [Rural Cross Section – Local](#)

2.) Sand Subbase

A minimum of twelve (12) inches of compacted sand subbase or a Board approved stabilized subbase course shall be required on all streets constructed on heavy soils. The earth grade shall be inspected by the Engineer prior to placing the sand subbase.

3.) Base

An aggregate base shall be placed on the prepared subbase in accordance with the Standard Plans for Subdivision Road Construction. The minimum width of the base shall be twenty-six (26) feet and the minimum compacted depth shall be six (6) inches. The base material shall consist of compacted 22-A Modified Aggregate in accordance with the most current M.D.O.T. Standard Specifications for Construction.

4.) Surface

The surface shall consist of two (2) courses of bituminous pavement, 165 lb./syd. each, for a total of 330 lb./syd. and an overall minimum width of twenty-four (24) feet. Bituminous paving materials shall be in accordance with the most current M.D.O.T. Standard Specifications.

5.) Gravel Shoulders

The gravel shoulders shall consist of compacted 23-A Aggregate in accordance with the most current M.D.O.T. Standard Specifications for Construction and be a minimum of four (4) inches in depth with a width of three (3) feet on each side of the road.

C.) Typical Urban Section

1.) See Detail: [Typical Urban Section](#)

2.) Sand Subbase

A minimum of twelve (12) inches of compacted sand subbase or a Board approved stabilized subbase course shall be required on all streets constructed on heavy soils. The earth grade shall be inspected and approved by the Engineer prior to placing the sand subbase.

3.) Base

An aggregate base shall be placed on the prepared subbase in accordance with the Standard Plans for Subdivision Road Construction. The minimum width of the base shall be twenty-seven (27) feet and the minimum compacted depth shall be six (6) inches. The base material shall consist of compacted 22-A Modified Aggregate in accordance with the most current M.D.O.T. Standard Specifications for Construction.

4.) Surface

The surface shall consist of two (2) courses of bituminous pavement, 165 lb./syd. each, for a total of 330 lb./syd. Bituminous paving materials shall be in accordance with the most current M.D.O.T. Standard Specifications.

5.) Curb and Gutter

- a.) See Detail: [Typical Curb](#)
- b.) The minimum road width from face to face of the curbs is to be thirty (30) feet.
- c.) The curb and gutter can be either a mountable curb or barrier curb and shall be approved by the Engineer.

6.) Concrete Sidewalk

- a.) Minimum dimensions – four (4) feet wide by five (5) inches thick.
- b.) Maximum height of one (1) foot above the centerline elevation of the road.
- c.) A buffer zone of one (1) foot minimum is required between the sidewalk and the right-of-way.

### DRIVEWAY APPROACH STANDARDS

A.) Commercial Driveway Entrance

1.) See Detail: [Typical Commercial Driveway Entrance](#)

2.) Definition

Any driveway entrance that provides access to a business, more than two parcels, or will provide substantial vehicular traffic to the existing roadway shall be considered a commercial driveway entrance. Any driveway providing access to land which is used for industrial or commercial purposes shall also be deemed to be a commercial driveway. The intent of designating a use as industrial and commercial is to define those uses which induce heavier traffic flow than residential use and to provide for wider access and a more durable surface to handle heavier traffic. In the event of a dispute over whether or not a specific use shall be designated commercial or not, the Board of County Road Commissioners shall make the final determination and shall base their decision on this intent.

3.) Culvert & Drainage

- a.) All backslopes and foreslopes shall not be steeper than a 1 on 4.
- b.) The minimum depth of the ditch bottom shall be 2.5 feet below the shoulder



hinge point of the road.

- c.) The minimum length of culvert required will equal 40 feet plus 8 feet for every one foot of ditch depth.

Example: 2.5 foot ditch depth =  $40 + ( 8 * 2.5 ) = 60$  feet

- d.) The minimum diameter for a commercial driveway culvert shall be fifteen (15) inches.
- e.) A minimum twelve (12) inches of cover is required above any culverts installed.
  - i.) Gravel- a minimum of six (6) inches of Compacted 22-A Gravel.
  - ii.) Sand- a minimum of six (6) inches of Compacted Class II Sand.

- f.) A minimum of two (2) inches of Compacted Class II Sand is required below the culvert.
- g.) If the culvert itself is installed beyond the right-of-way, then the property owner must maintain that culvert or give permission to the Road Commission, in the form of a drainage easement, to maintain the culvert and ditch line that is outside of the right-of- way. The Road Commission reserves the right to not maintain any culvert or ditch line that is located outside of the right-of-way.

#### 4.) Grade & Sight Distance

- a.) The grade of a two-way, one-way, or any other type of commercial driveway entrance shall not exceed a maximum grade of 8%.
- b.) The sight distance for a commercial driveway entrance shall conform to the following minimum standards:

Speed Limit (mph)	Minimum Sight Distance (feet)
25	285
30	335
35	385
40	435
45	485
50	535
55	585

#### 5.) Radius

- a.) A 35 foot radius is typical on the entrance side of the driveway.
- b.) A 25 foot radius is typical on the exit side of the driveway.
- c.) The Road Commission will evaluate each specific location to determine whether the typical entrance and exit radii may be reduced.

#### 6.) Surface

- a.) The surface shall consist of bituminous pavement with a width of twenty-four (24) feet at a rate of 330 pounds per square yard, to be placed in two courses of 165 pounds per square yard per course, and shall extend from the edge of the traveled way to the right-of-way.

- b.) If installing concrete, it shall terminate at the road right-of-way, with bituminous pavement continuing from the concrete at the road right-of-way to the edge of the traveled way.
  - c.) Concrete installation on the road right-of-way will only be allowed with prior written approval from the Board. The Road Commission will evaluate each specific case, and will determine the thickness of concrete and all other standards that will be required for each separate location.
  - d.) The Road Commission reserves the right to determine what the surface of the driveway shall consist of; however, in no case shall the required surfacing be less than 6" of crushed gravel to the right-of-way line.
- 7.) Curb, Gutter, Acceleration Lanes, Deceleration Lanes & Relief Lanes
- a.) See Detail: Typical Road Entrance
  - b.) The Road Commission will evaluate each specific location to determine whether curb, gutter, acceleration and deceleration lanes and relief lanes will be required.
  - c.) Curb, gutter, acceleration lanes, deceleration lanes and relief lanes are to be used on roads with substantial annual average daily traffic counts and where the driveway entrances will create more additional traffic entering and exiting a county road.
  - d.) Additional right-of-way shall be transferred to the Road Commission for any portion of the construction that is to be maintained by the Road Commission in the future.
  - e.) All areas of any additional lanes shall be paved. The entire approach of the driveway shall be paved to the right-of-way.
- 8.) Location
- a.) No portion of a commercial driveway, including the curve which meets the traveled way, shall extend beyond the property line of an adjoining parcel of property extended at right angles to the centerline of the right-of-way from the point where the property line meets the right-of-way line.
  - b.) No portion of a commercial driveway, including the curve which meets the traveled way, shall be located closer than 100 feet to the nearest right-of-way line of an intersection road or street.
  - c.) No two commercial driveways, including the curve meeting the traveled way, serving the same property, shall be located closer than 50 feet, measured along the edge of the traveled way.
- 9.) Joint Driveways
- When both property owners abutting a common property line agree, they may construct a joint commercial driveway which shall meet the same rules regarding width as all other commercial driveways and all the rules regarding the location of commercial driveways except that pertaining to location in regard to property lines.
- 10.) Number of Driveways

- a.) A commercial or industrial operation may have more than one driveway providing the driveways meet all rules governing width and location.
- b.) Additional commercial driveways may be permitted providing that the combined width of all driveways does not exceed 20% of the commercial or industrial frontage held by the same owner at this location adjoining the highway which is over the first 200 feet.
- c.) A maximum of one driveway will be permitted per 100 feet of commercial or industrial frontage held by the same owner.
- d.) Additional driveways may be permitted in special cases if prior approval is given by the Road Commission.

## B.) Residential Driveway Entrance

1.) See Detail: [Typical Residential Entrance](#)

2.) Definition

All driveways for the purpose of serving the residents of single or two family dwellings or a farm yard adjacent to a farm residence shall be deemed to be a residential driveway. Any driveways providing access to more than two parcels of land shall be considered a commercial driveway entrance, and not a residential entrance.

3.) Culvert & Drainage

- a.) All backslopes and foreslopes shall not be steeper than a 1 on 4.
- b.) The minimum depth of the ditch bottom shall be 2.5 feet below the shoulder hinge point of the road.
- c.) The minimum length of culvert required will equal 10 feet plus 8 feet for every one foot of ditch depth.  
Example: 2.5 foot ditch depth =  $10 + (8 * 2.5) = 30$  feet
- d.) The minimum diameter for a residential driveway culvert shall be twelve (12) inches.
- e.) A minimum twelve (12) inches of cover is required above any culverts installed.
  - i.) Gravel- a minimum of six (6) inches of Compacted 22-A Gravel.
  - ii.) Sand- a minimum of six (6) inches of Compacted Class II Sand.
- f.) A minimum of two (2) inches of Compacted Class II Sand is required below the culvert.
- g.) If the culvert itself is installed beyond the right-of-way, then the property owner must maintain that culvert or give permission to the Road Commission, in the form of a drainage easement, to maintain the culvert and ditch line that is outside of the right-of- way. The Road Commission reserves the right to not maintain any culvert or ditch line that is located outside of the right-of-way.

4.) Grade & Sight Distance

- a.) The grade of a two-way, one-way, or any other type of residential driveway entrance shall not exceed a maximum grade of 10%.
- b.) The sight distance for a residential driveway entrance shall conform to the

following minimum standards:

Speed Limit (mph)	Minimum Sight Distance (feet)
25	250
30	300
35	350
40	400
45	450
50	500
55	550

5.) Radius

A 10 foot radius is required on both the entrance and exit sides of the driveway.

6.) Surface

- a.) All residential driveways shall have a minimum width of 10 feet and a maximum width of 15 feet, measured at right angles to the centerline of the driveway at the right-of-way line.
- b.) The surface shall consist of a minimum six (6) inches of compacted processed road gravel and come out level with the shoulder point of the road.
- c.) If installing bituminous asphalt, all specifications shall be followed as outlined on Figure 9, Typical Paved Driveway Entrance.
- d.) If installing concrete, it shall terminate at the road right-of-way, with bituminous pavement continuing from the concrete at the road right-of-way to the edge of the traveled way.
- e.) Concrete installation on the road right-of-way will only be allowed with prior written approval from the Board. The Road Commission will evaluate each specific case, and will determine the thickness of concrete and all other standards that will be required for each separate location.

7.) Location

- a.) No portion of a residential driveway, including the curve which meets the traveled way, shall extend beyond the property line of an adjoining parcel of property extended at right angles to the centerline of the right-of-way from the point where the property line meets the right-of-way line.
- b.) No portion of a residential driveway, including the curve which meets the traveled way, shall be located closer than 50 feet to the nearest right-of-way line of an intersection road or street except that in the case of a platted lot which does not provide enough frontage to allow for 50 feet; then the nearest point shall be as far as possible but in no case less than 20 feet from the nearest right-of-way line of the intersecting street.
- c.) No portion of two residential driveways, including the curve meeting the traveled way, serving the same property, shall be located closer than 50 feet, measured along the edge of the traveled way.

## 8.) Joint Driveways

- a.) When both the property owners abutting a common property line agree they may construct a joint residential driveway which shall have a minimum width of 20 feet and a maximum width of 30 feet and shall meet all the rules regarding the location of residential driveways except that pertaining to location in regard to property lines.
- b.) If the Road Commission approves such a system, a driveway permit shall be issued to all property owners concerned and shall have access to the highway via the frontage road and the joint driveway system.

## 9.) Number of Driveways

- a.) One residential driveway will be permitted for each platted lot.
- b.) For areas that are not platted, one residential driveway will be permitted for the first 100 feet or less of residential property held in one piece.
- c.) Additional residential driveways may be permitted providing that the combined width of all driveways does not exceed 15% of the residential frontage held by the same owner at this location adjoining the road which is over the first 100 feet.
- d.) A maximum of one driveway will be permitted per 100 feet of residential frontage held by the same owner.
- e.) Two residential driveways may be permitted on the same property, in lieu of the above, to serve a circle driveway if the frontage of the property is 80 feet or more.

## INSPECTION

- A.) Inspection and Administration Fee: A fee in the amount of two (2) percent of the County Highway Engineer's estimate of the total cost of construction, including drainage and bituminous surface, of the street improvements shall be paid to the Road Commission prior to construction and plat approval. This fee is to cover administrative costs and inspections made by the Road Commission in relation to the plat. In no case shall the administrative fee be less than \$500.00.
- B.) Inspection of completed subgrade, sand subbase, aggregate surfacing and bituminous surfacing and completed construction on streets will be provided. Such inspection will be made only upon written request by the owner. If it becomes necessary to re-inspect construction work which does not meet required standards, an additional reasonable fee based on actual costs of subsequent engineer inspections will be charged to the owner of the plat.
- C.) There will be no inspection on subdivision street work between December first (1st) and April first (1st).
- D.) Approval of any construction phase by the Road Commission does not guarantee acceptance of the streets for maintenance by the Board of County Road

Commissioners or relieve the proprietor of responsibilities or liabilities incurred by the development of the Plat.

- E.) In no case will a partial acceptance of the streets in the plat be made for maintenance.
- F.) Inspection by the Road Commission shall not relieve the proprietor's engineer of any of his obligations but are to verify the proper construction of the streets in their various stages of construction and to furnish spot inspection during the course of construction.

#### FINAL PLAT APPROVAL

- A.) In accordance with the provision of Section 164 of the Land Division Act when the land platted is located outside the corporate limits of any city or village, the proprietor shall deliver to the Chairman or Engineer of the Board of County Road Commissioners five (5) true plats of the lands platted prepared in conformity with the requirements of the Act. The Board shall consider and either approve or reject the plat within fifteen (15) days after the date of submission to its Chairman or Engineer. If the Board shall approve the plat, it shall have transcribed on the plat its certificate of approval and shall deliver the approved plat to the proprietor within ten (10) days after approval.
- B.) All of these regulations shall apply to private roads.
- C.) If, for any reason, the Board rejects the plat, it shall give written notice of such rejection and its reason therefore to the proprietor within ten days after rejection.

#### SEVERABILITY

These regulations and the various parts, articles, sections, sub-sections, phrases and clauses thereof are hereby declared to be severable. If any part, sentence, paragraph, article, section, sub-section, phrase or clause is adjudged unconstitutional or invalid it is hereby provided that the remainder of these regulations shall not be affected thereby. The Board hereby declares that it would have passed these regulations and each section, sub-section, phrase, sentence and clause thereof irrespective of the fact that any one or more articles, sections, sub-sections, phrases sentences or clauses be declared invalid.

#### VARIANCE CLAUSE

Proprietors that desire variations from these procedures, guidelines and specifications must submit their request in writing. Written requests for variances must include sufficient technical details to support justification for the request. A proposed variance must be submitted prior to preliminary or construction plan approval. Although instances may arise that requests for a variance may be submitted after the plan approval, in such instances the plans must be resubmitted with the approved revisions.

#### SUBDIVISION AGREEMENT

SUBDIVISION AGREEMENT

This agreement, entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, between the Board of County Road Commissioners of Ogemaw County, Michigan, hereinafter referred to also as the Road Commission or the Commission, and

\_\_\_\_\_  
\_\_\_\_\_  
(individual, co-partnership, or corporation duly organized and doing business under the laws of the State of \_\_\_\_\_), hereinafter also referred to as the Subdivider, witness as follows:

WHEREAS, the Subdivider wishes the Road Commission to approve its plat known as \_\_\_\_\_ located in Section\_\_\_\_, T.\_\_\_\_N. , R.\_\_\_\_E. ( \_\_\_\_\_Township), before the road and drainage structures are completed, and

WHEREAS, the Road Commission wishes to have certain assurances that all work on the roads and drainage structures will be completed according to its specifications and within a reasonable time,

THEREFORE, the parties to this agreement do agree and covenant as follows:

1. APPROVAL OF PLAT

The Road Commission will approve the above named subdivision by affixing their names to the plat thereof.

2. WORK TO BE COMPLETED

The Subdivider will complete the items of work listed under this section in accordance with the specifications attached hereto.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Bond

In order to guarantee the completion of the items of work listed under Section 2 above, the Subdivider will provide a bond in the form of cash, cashier's check, certified check or irrevocable bank letter of credit in the amount of 100% of the estimated cost of the proposed project to the Board of County Road Commissioners of Ogemaw County, Michigan. The estimate of cost shall be determined by the Road Commissioner's Manager. The estimate for this project covered by this agreement is determined to be

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4. TIME OF COMPLETION

Time being an element of this agreement, the following items shall control the time of completion.

A. All work under this agreement shall be completed on or before

B. If the situation should require it, due to conditions unforeseen at this time, the date given under Section 4A above may be changed by written amendment to this agreement acceptable to both parties.

C. In the Event the Subdivider should in any manner transfer his interest in any part of the said subdivision to a third party before the date in Section 4A above, or as amended under Section 4B, before completion of the roads and drainage structures, and third party should require the road for access to his property the Subdivider shall proceed immediately with the improvements required for the roads to meet the conditions outlined in this agreement.

5. RIGHT OF THE ROAD COMMISSION TO TAKE OVER WORK

In the event the Subdivider should not complete the work as outlined in Section 4, the Road Commission may take over and complete the roads and drainage structures in the subdivision after giving notice to the Subdivider of its intention to do so, and may depend upon the bond furnished under Section 3 to pay the costs of completing the work.

6. NOTICE

All notices required by this agreement shall be delivered in person to the place of business or by certified mail. The following addresses shall apply for all purposes under this agreement.

ROAD COMMISSION - Ogemaw County Road Commission  
PO Box 157  
1250 S. M-33  
West Branch, MI 48661

SUBDIVIDER - \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



7. CONTROL OF ROADWAYS

The purpose of this agreement is to allow the Road Commission to give their formal approval by signing the plat of the subdivision, and thus permitting the Subdivider to proceed with the remainder of the approval process, while the Road Commission maintains control over the items which would normally be completed before they gave their formal approval. As a condition of this agreement it is understood that no acceptances or approval of the roads is implied by the Road Commission's entering into this agreement. Control of the roadways shall remain in the hands of the Subdivider and formal acceptance of the roads will be made in writing by the Road Commission upon the completion of the items listed in this agreement, or upon the Road Commission taking over the work for completion of the roads under the provision of Section 5.

8. REDUCTION OF BOND

As work progresses the amount of the bond may be reduced in an amount equal to the estimated value of items of work which have been satisfactorily completed. In the case of a cash bond, or certified cashier's check an amount equal to this value will be returned to the Subdivider.

9. COMPLETION

Upon the satisfactory completion of the roads in the subdivision covered by this agreement, the Road Commission will formally accept the roads in writing. The acceptance will release the Subdivider from the conditions of this agreement and his bond shall be returned to him.

APPROVED FOR THE BOARD OF  
COUNTY ROAD COMMISSIONERS  
FOR OGEMAW COUNTY, MICHIGAN

APPROVED FOR THE SUBDIVIDER

\_\_\_\_\_  
Chairman

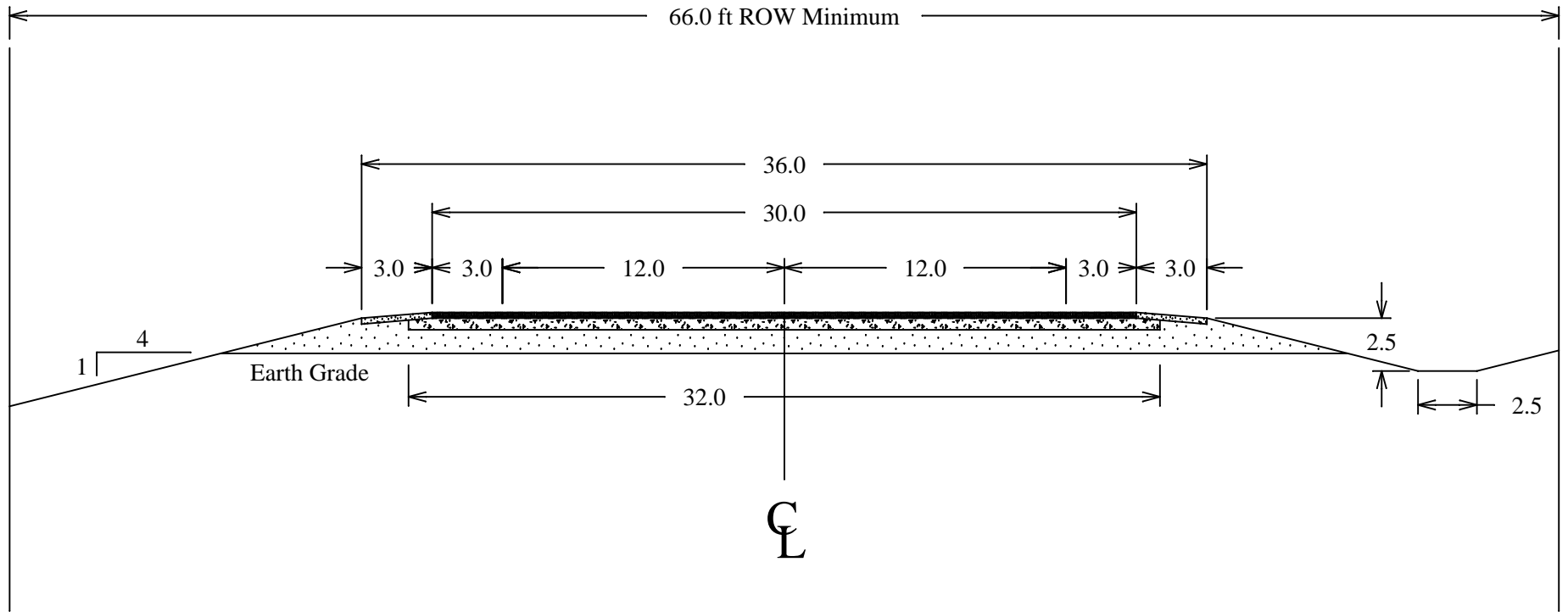
\_\_\_\_\_  
(name and title)

\_\_\_\_\_  
Manager

\_\_\_\_\_  
(name and title)

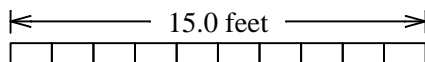
\_\_\_\_\_  
(name and title)

\_\_\_\_\_  
(name and title)



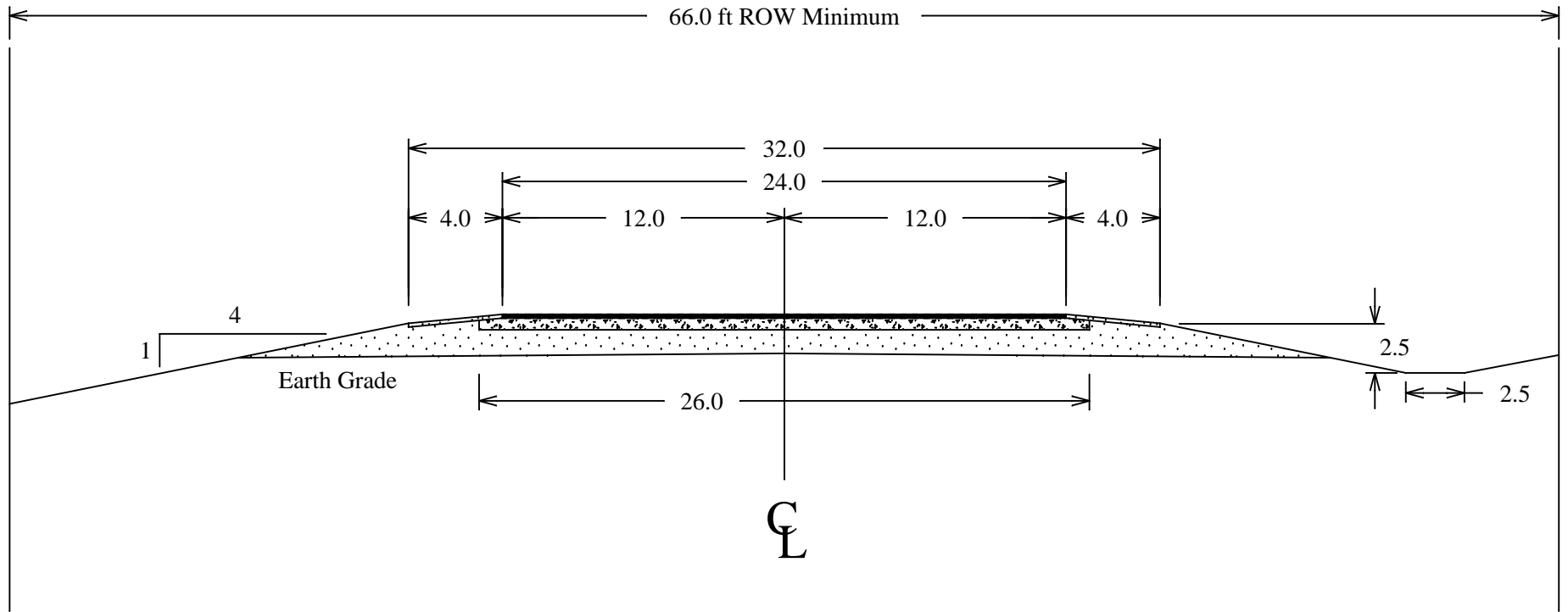
- Surface:** 30 ft wide; 330 lb/syd Bituminous Pavement (2-165 lb/syd Courses); 2.0% Slope
- Shoulders:** 3 ft wide; 4" Compacted 23-A Gravel; 6.0% Slope
- Base:** 32 ft wide; 6" Compacted 22-A Gravel
- Subbase:** 12" Compacted Sand (or equal material) May be omitted when conditions warrant and approved by the County Engineer-Manager
- Ditches & Slopes:** 2.5 ft bottom; 1 on 4 Slopes or flatter

## Typical Rural Cross Section - Primary



### Ogemaw County Road Commission

Drafted by:	DLRJ
Date:	April 27, 2001
File Name:	Figure1.dwg



- Surface:** 24 ft wide; 330 lb/syd Bituminous Pavement (2-165 lb/syd Courses); 2.0% Slope
  - Shoulders:** 4 ft wide; 4" Compacted 23-A Gravel; 6.0% Slope
  - Base:** 26 ft wide; 6" Compacted 22-A Gravel
  - Subbase:** 12" Compacted Sand (or equal material) May be ommitted when conditions warrant and approved by the County Engineer-Manager
- Ditches & Slopes: 2.5 ft bottom; 1 on 4 Slopes or flatter

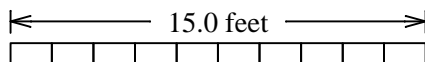
## Typical Rural Cross Section - Local

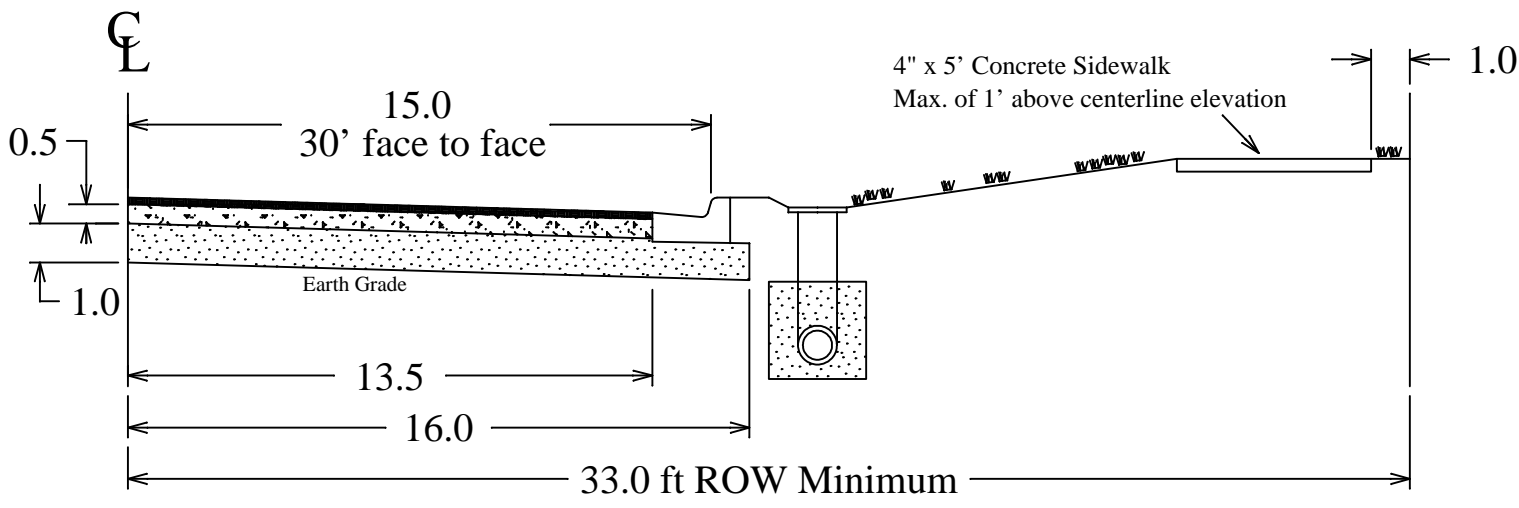
## Ogemaw County Road Commission

Drafted by: DLRJ

Date: April 27, 2001

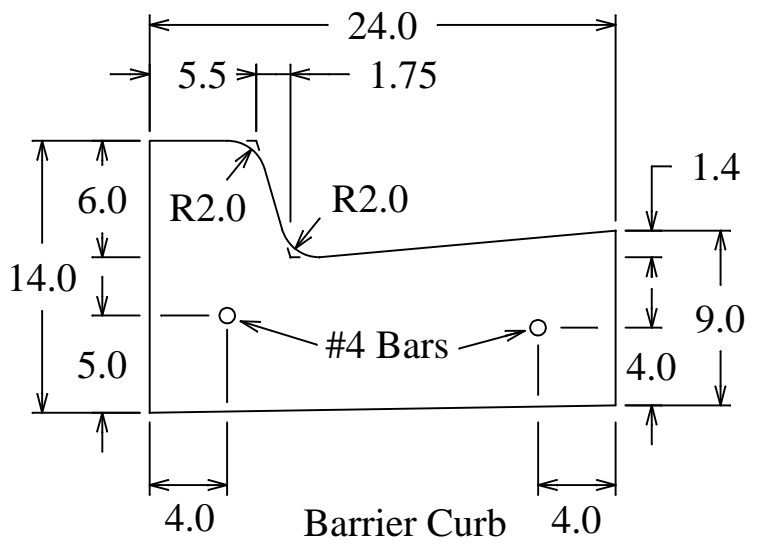
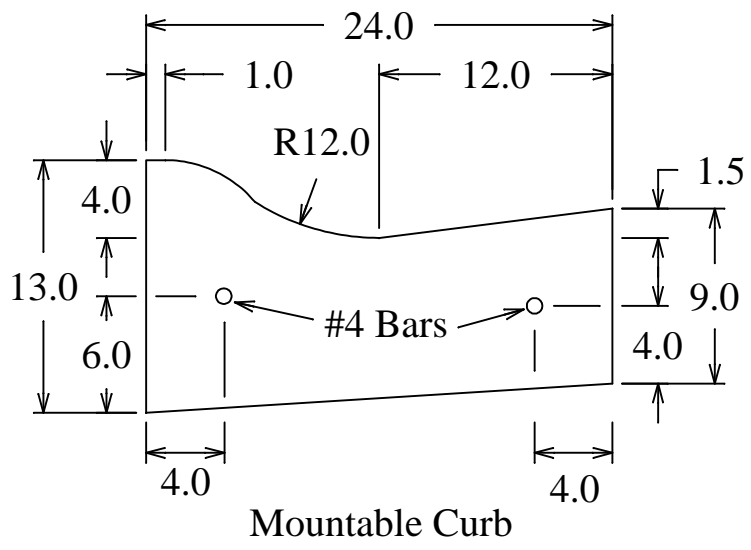
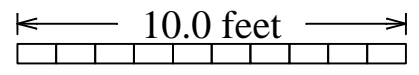
File Name: Figure2.dwg





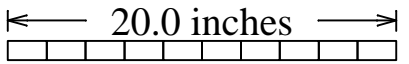
- Surface: 330 lb/syd Bituminous Pavement (2-165 lb/syd Courses)
- Base: 6" Compacted 22-A Gravel
- Subbase: 12" Compacted Sand (or equal material) May be omitted when conditions warrant and approved by the County Engineer-Manager
- Sewer: Open joint sewer may be required by the County Engineer-Manager

**Typical Urban Section**  
(Half Section)



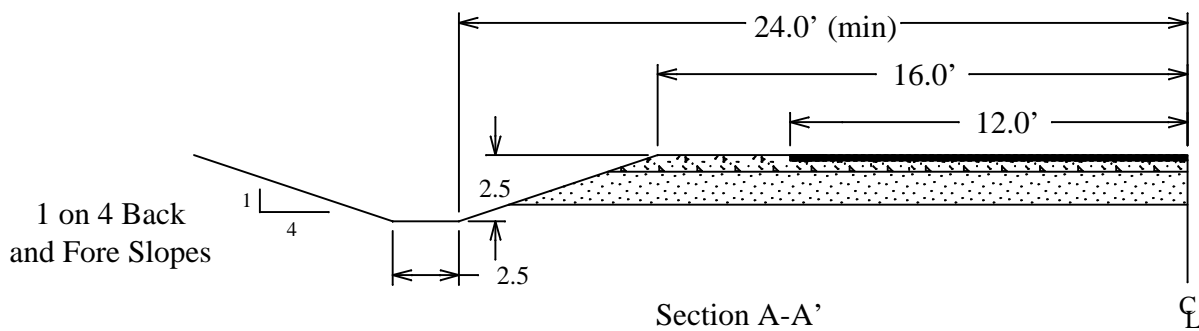
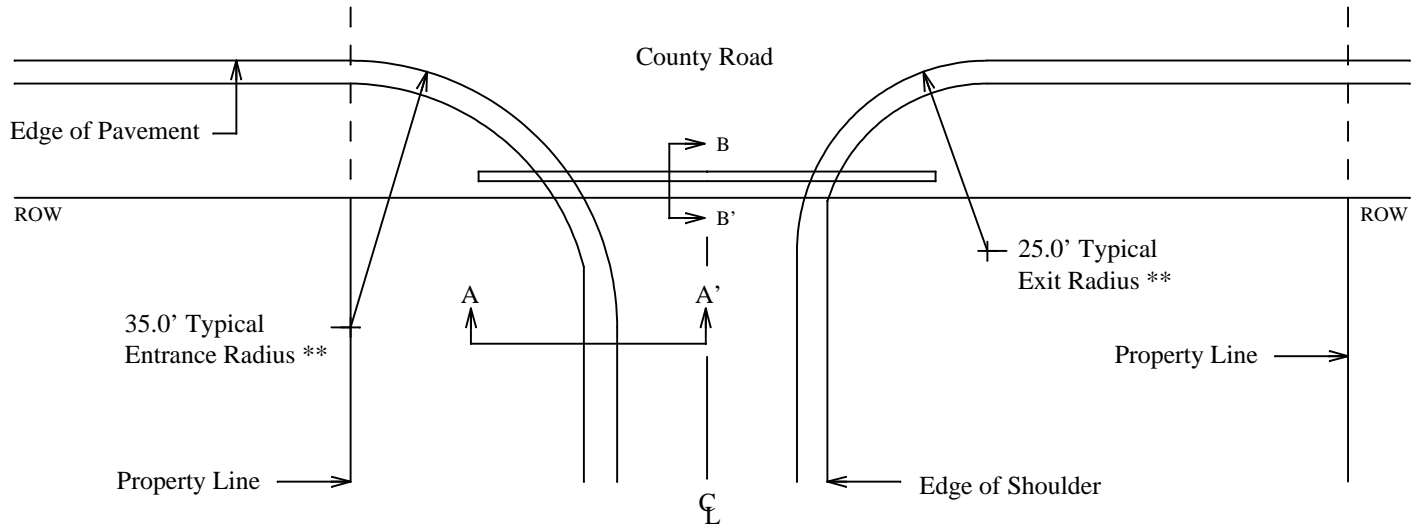
MDOT Standard Plan


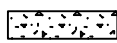
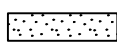
**Typical Curb**

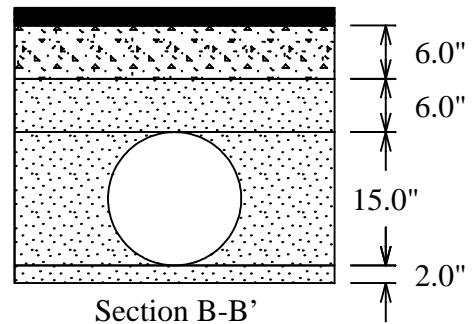


**Ogemaw County Road Commission**

Drafted by:	DLRJ
Date:	April 27, 2001
File Name:	Figure3.dwg



-  Surface: Bituminous Pavement, 330 lb/syd
-  Base: 22-A Compacted Gravel
-  Subbase: Compacted Class II Sand
- Culvert: 15" dia. (min)

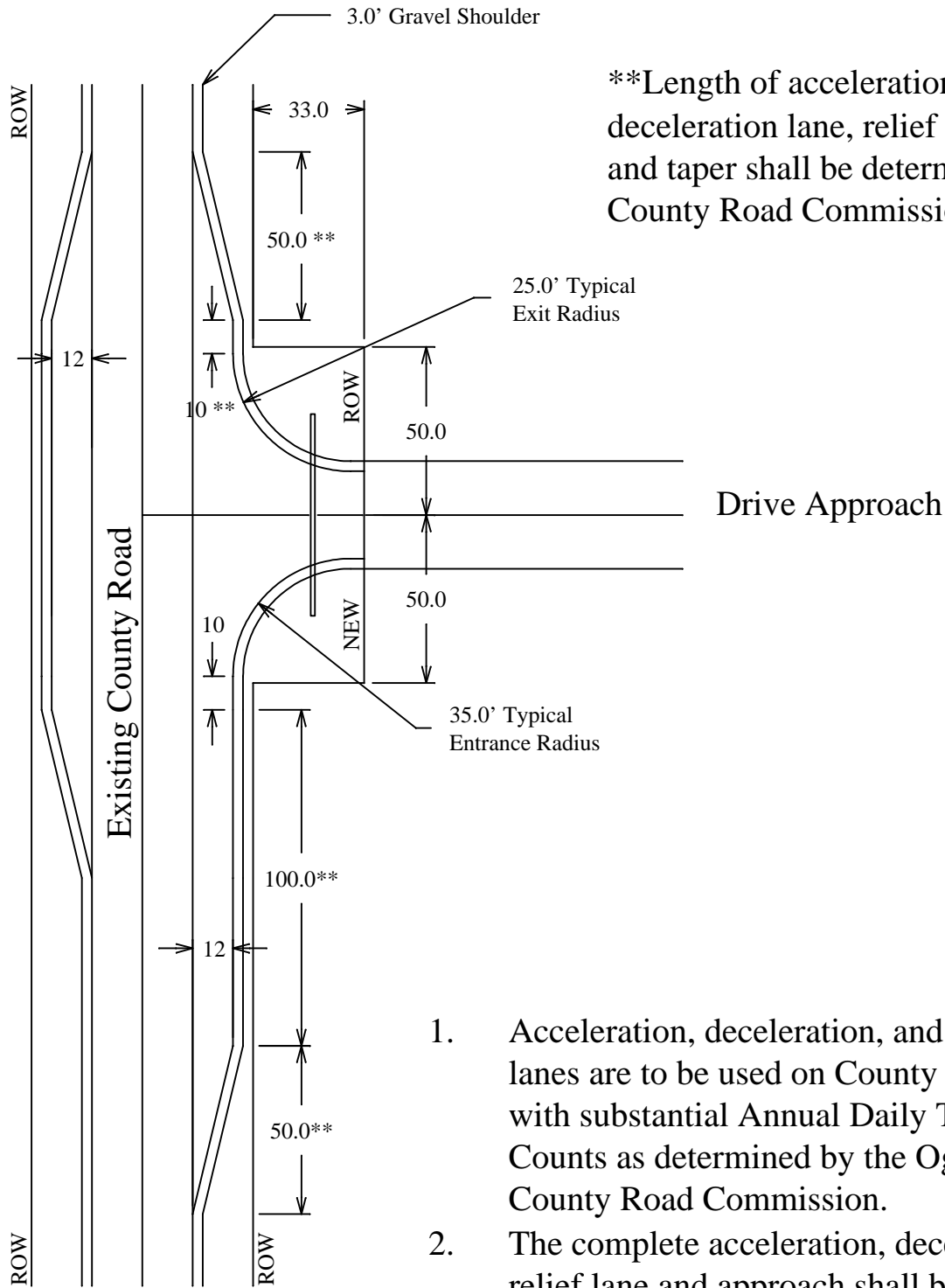


1. No portion of driveway, including culvert or radius, is to extend beyond the property boundaries.
  2. Clean out ditch bottom and install culvert as per details, with 12" minimum cover over culvert.
  3. All slopes are to be 1 on 4 with topsoil, seed and mulch.
  4. O.C.R.C. will evaluate each specific location to determine whether curb, gutter, acceleration lanes, deceleration lanes, or relief lanes will be required.
- \*\* O.C.R.C. will evaluate each specific location to determine whether the typical entrance and exit radii may be reduced.

## Typical Commercial Driveway Entrance

### Ogemaw County Road Commission

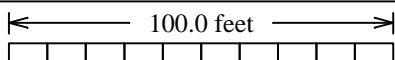
Drafted by:	DLRJ
Date:	April 27, 2001
File Name:	Figure4.dwg



\*\*Length of acceleration lane, deceleration lane, relief lane and taper shall be determined by the County Road Commission.

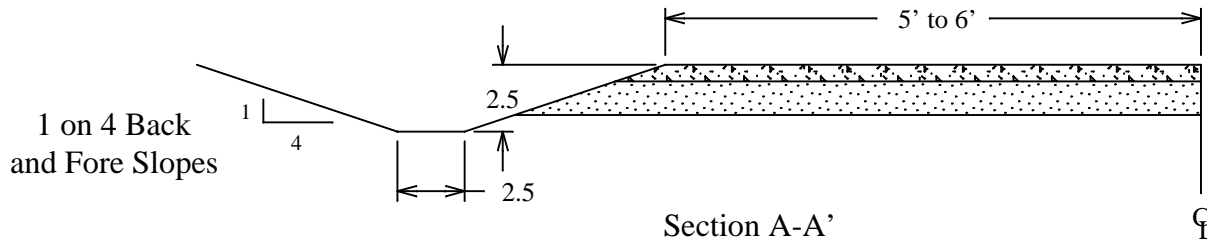
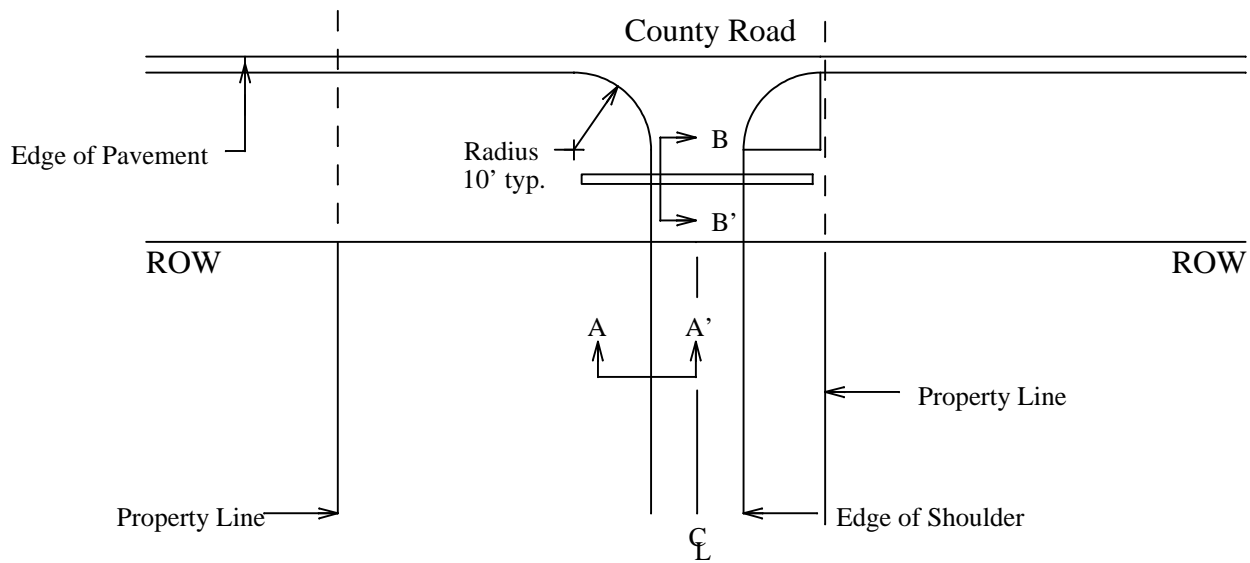
1. Acceleration, deceleration, and relief lanes are to be used on County Roads with substantial Annual Daily Traffic Counts as determined by the Ogemaw County Road Commission.
2. The complete acceleration, deceleration, relief lane and approach shall be paved to the right-of-way.
3. O.C.R.C. will evaluate each specific location to determine whether the typical entrance and exit radii may be reduced.

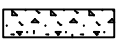

## Typical Road Entrance

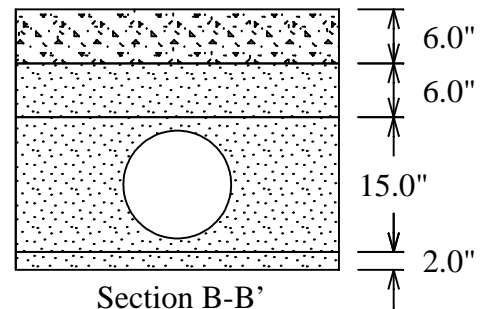


## Ogemaw County Road Commission

Drafted by:	DLRJ
Date:	April 27, 2001
File Name:	Figure5.dwg



-  Surface: 23-A Compacted Gravel
-  Base: Compacted Class II Sand
- Culvert: 12" dia. (min)

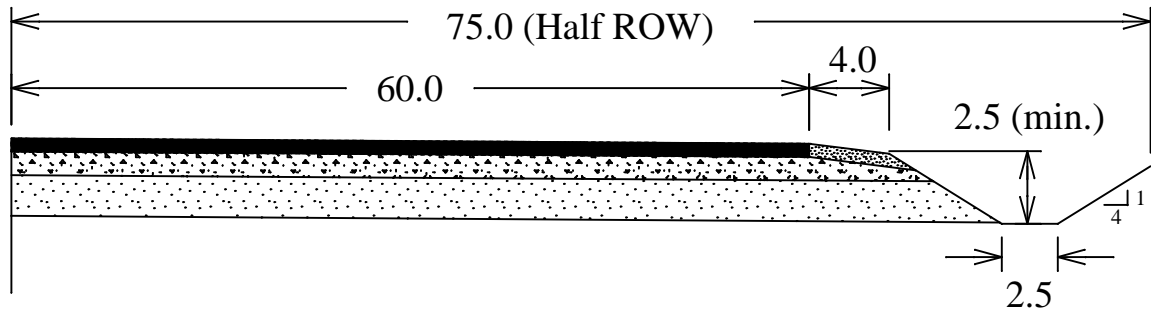


1. No portion of driveway, including culvert or radius, is to extend beyond the property boundaries.
2. Clean out ditch bottom and install culvert as per details, with 12" minimum cover over culvert.
3. All slopes are to be 1 on 4 with topsoil, seed and mulch.
4. Fill is to come out level with shoulder point, top 6" is to be processed road gravel.
5. If installing concrete, it shall terminate at the road right of way.

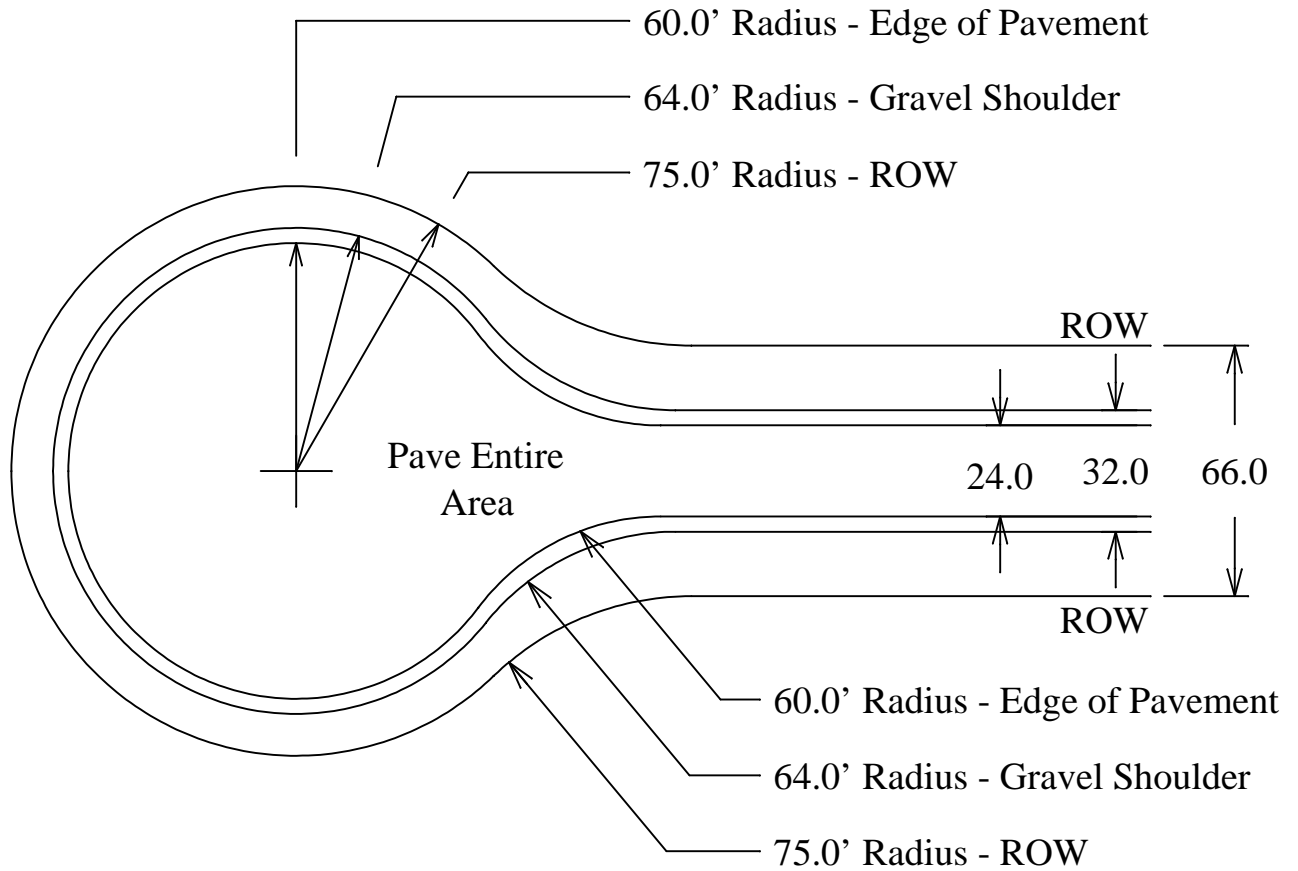
## Typical Residential Driveway Entrance

## Ogemaw County Road Commission

Drafted by:	DLRJ
Date:	April 27, 2001
File Name:	Figure6.dwg



- Surface: Bituminus Pavement; 330 lb/syd; 2.0 % Slope
- Base: 22-A Compacted Gravel; 6" (min.)
- Subbase: Compacted Class II Sand; 12" (min.)
- Shoulder: 23-A Compacted Gravel; 4" (min.); 6.0 % Slopes



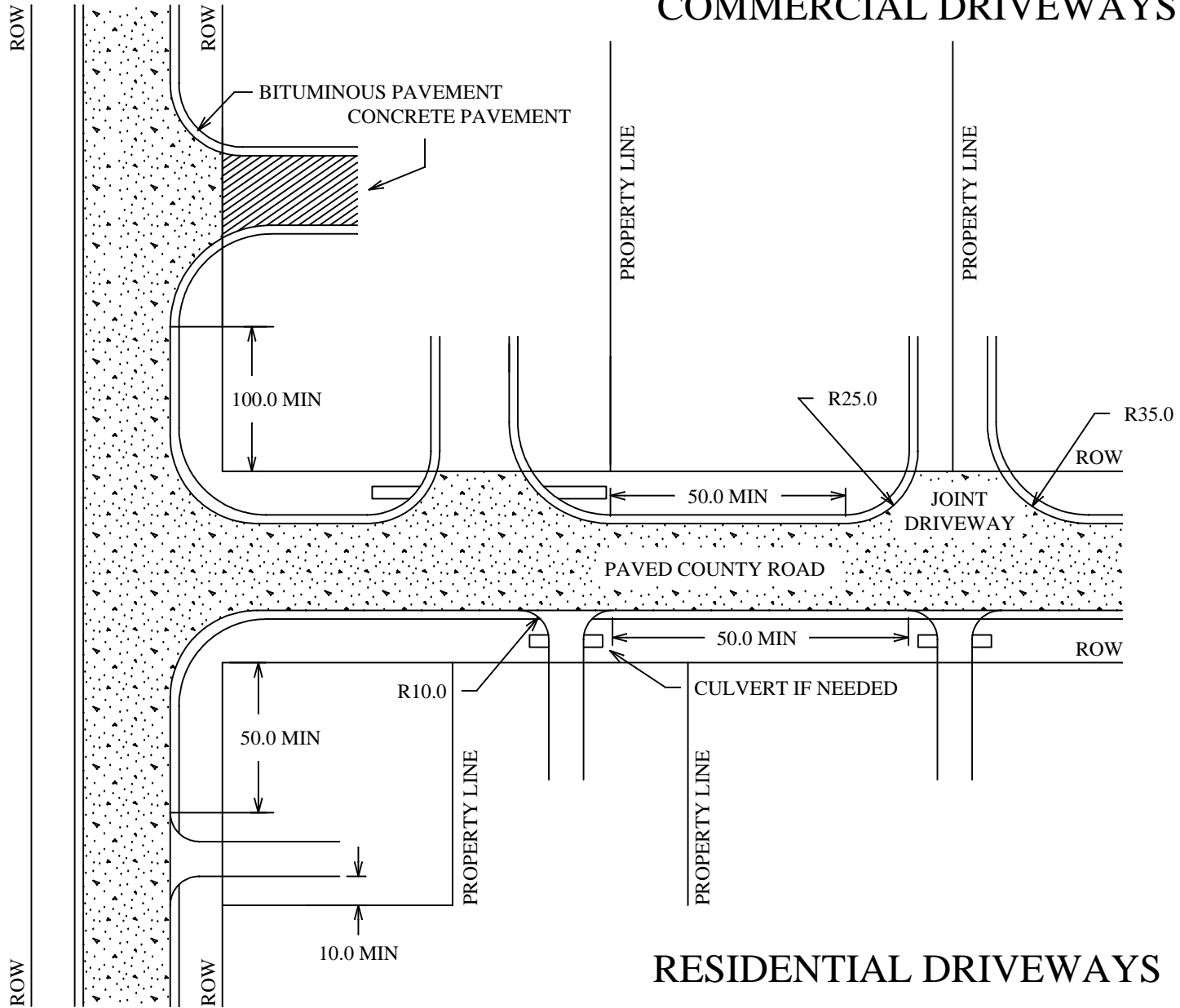
## Typical Turn-Around

### Ogemaw County Road Commission

Drafted by:	DLRJ
Date:	April 27, 2001
File Name:	Figure7.dwg



# COMMERCIAL DRIVEWAYS



# RESIDENTIAL DRIVEWAYS

## Commercial & Residential Driveway Entrances

Ogemaw County Road Commission

Drafted by:

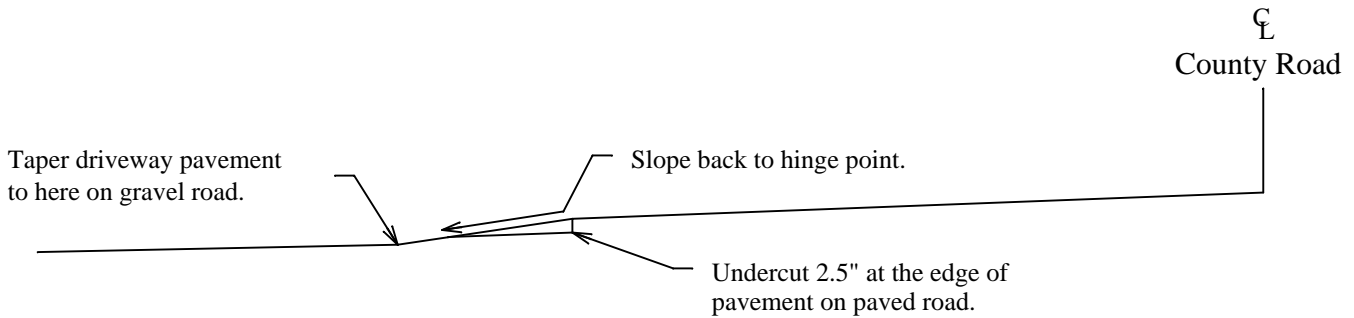
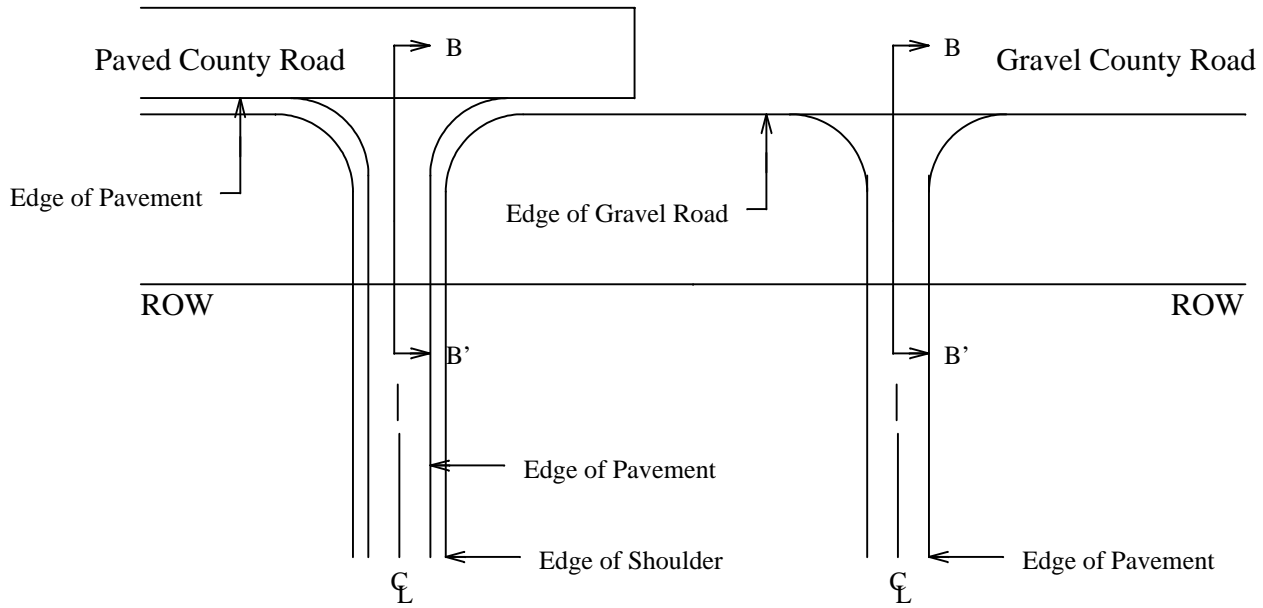
DLRJ

Date:

April 27, 2001

File Name:

Figure8.dwg



Section B-B'

1. PAVED ROADS - Undercut drive at existing blacktop 2.5 inches and slope back 0.5 inches per foot of shoulder back to the shoulder hinge point.
2. GRAVEL ROADS - Taper blacktop 3 feet from gravel road at shoulder point.
3. RESIDENTIAL DRIVE - Asphalt to be applied at rate of 220 pounds per square yard.
4. COMMERCIAL DRIVE - Asphalt to be applied at rate of 330 pounds per square yard.
5. Topsoil, seed and mulch any disturbed area.
6. Do not leave excess material on right-of-way.

## Typical Paved Driveway Entrance

### Ogemaw County Road Commission

Drafted by:	PJR
Date:	April 28, 2020
File Name:	Figure9.dwg