

**ENTRANCE POLICIES**

The Huron East Roads Department shall consider the following criteria when reviewing all applications for new entrances or alterations to entrances:

- a) protection of the public through the orderly control of traffic movements on municipal roads.
- b) maintenance of the traffic carrying capacity of the road network.
- c) protection of the public investment in the Huron East road infrastructure.
- d) providing legal access onto municipal roads from adjacent private property.

**Definitions**

- Field Entrance:** provides access to agricultural fields.
- Farm Entrance:** provides access to farm buildings and agricultural lands.
- Residential Entrance:** provides access to residential facilities of four units or less.
- Commercial/Industrial Entrance:** provides access to a development where goods are manufactured or sold to the public and includes residential facilities of five or more units.
- Temporary Entrance:** provides access to properties for a limited period not to exceed one year for the purpose of construction, repairs or improvement on that property or to facilitate a staged development.

**Location of Entrances**

The Public Works Department may restrict the placement of an entrance or access onto the road in the interest of public safety. New entrances must be located in accordance with all local Municipal Zoning By-Laws, and so as to provide:

- a) no undue interference with the safe movement of public traffic, pedestrians, or other users of the highway.
- b) favourable vision, grade, and alignment conditions for all traffic using the proposed access to the road.

In general, new entrances will not be permitted at the following locations:

- a) in close proximity to intersections.
- b) within daylight triangles at intersections.
- c) where the following minimum sight distance requirements are not met.

### Speed Limit

### Minimum Sight Distance

50 km/hr.	135 metres
60 km/hr.	165 metres
70 km/hr.	180 metres
80 km/hr.	200 metres

Note: Sight distance shall be measured from an eye height of 1.05 metres measured 3.0 metres from the outer edge of the traffic lane to passenger car lights designated as 0.6 metres above the roadway surface.

### Design Standards

**Entrance Grade:** The finished surface of the access must drop away from the edge of the highway driving surface at a slope of not less than 2% to at least the edge of shoulder rounding.

**Field Entrance:** Shall be surfaced with at least 75 mm (3") crusher run gravel (Gran. "A"), and where a culvert is required its length must be sufficient to provide a 1:1 slope up from the ditch invert to an entrance width of 6.0 metres.

**Farm or Residential Entrance:** Shall be surfaced with at least 150 mm (6") crushed gravel (Gran. "A"), and where a culvert is required its length must be sufficient to provide a 1:1 slope up from the ditch invert to an entrance width of 6.0 metres.

**Commercial/Industrial Entrance:** Shall be surfaced with hot-mix asphalt and where a culvert is required its length will be dictated by the entrance design which will be site specific having regard for number and type of vehicles expected to utilize the entrance.

**Curbs and/or Headwalls:** No curb or headwall can extend above the surface of the roadway within the limits of the road allowance. All curbs and headwalls are constructed at the sole expense and risk of the applicant.

**Maintenance of Entrances:** Property owners having access to a road are fully responsible for the maintenance of the access including the removal of snow and ice and keeping the portion of the access within the highway in a safe condition for vehicular traffic.

A culvert that forms part of an entrance to a property shall be considered as part of the access to the subject property and shall remain the responsibility of the property owner to maintain and replace as necessary. The Public Works Coordinator has the authority, if in his opinion, the condition of the subject entrance adversely compromises the safety or integrity of the travelled portion of the road allowance to require the owner of the subject entrance to make such repairs or improvements as deemed

necessary. If such repair or improvements are not made, the Public Works Coordinator, acting responsibly, shall make such necessary repairs and the costs of such repairs shall be recovered from the property owner. (By-Law 24-2013)

**Curb and Gutter:**

Where curb and gutter exists at the location of the proposed entrance, the applicant will be required to construct a curb cut at the entrance location if required. The existing curb shall be removed and replaced using material acceptable to the Municipality or altered in accordance with the Roads Department. The area between the curb and sidewalk is to be paved with hot-mix asphalt, concrete or paving stones in accordance with the Roads Department requirements.

**Number and Width of Accesses:**

It will be the policy of the Road Department to limit the width of entrances to discourage the construction of entrances wider than that required for the safe and reasonable use of the entrance.

All new curb cuts and entrances will be approved and coordinated by the Huron East Foreman/Manager, be a maximum of 6 metres in width, and all costs will be invoiced to the applicant.

That field entrances to farm properties shall be limited to one entrance per 400 metres of frontage subject to the following conditions: (By-Law 24-2013)

- i) Where the frontage to an open public road is bisected by a man-made or natural fixture such as a municipal drain, river or wood lot, additional entrance(s) may be permitted by the Public Works Coordinator if the lack of additional entrances would cause undue hardship or cause significant damage to man-made or natural fixtures.
- ii) Where the subject property is a corner lot, one additional field entrance will be allowed.
- iii) When an existing field entrance is or is proposed in a location that is a joint boundary between two properties, such joint entrance shall not be used in any determination of the number of permitted entrances.

**Permit Fee:**

A Fee in the amount of \$75.00 (By-Law 24-2013) will be collected prior to the issuance of an entrance permit.

**Cancellation of Permit:**

Where the entrance has not been constructed within one year of the date of the Permit, then the Permit shall be null and void.

**SCHEDULE "A"**

**APPLICATION FOR A NEW ENTRANCE**

(Includes modifications to an existing entrance)

**DATE:** \_\_\_\_\_

**NAME OF APPLICANT:** \_\_\_\_\_

**MAILING ADDRESS:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TELEPHONE:**  
**Res:** \_\_\_\_\_  
**Bus:** \_\_\_\_\_

**Location of Proposed Entrance:** \_\_\_\_\_ **Roll Number: 4040-** \_\_\_\_\_  
side of Road Name at Lot  
\_\_\_\_\_ Concession \_\_\_\_\_ in the Ward of \_\_\_\_\_ or Registered  
Plan # \_\_\_\_\_ in the former Municipality of \_\_\_\_\_

**Type of Entrance:**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Field Entrance     | <input type="checkbox"/> Farm Entrance                  | <input type="checkbox"/> Residential Entrance |
| <input type="checkbox"/> Temporary Entrance | <input type="checkbox"/> Commercial/Industrial Entrance |   |

**Sketch of Area:**

Sketch to include:

- Approx. total length of frontage (also show buildings).
- Any other entrances to property.
- Distances between existing and proposed entrances including any nearby entrances on other properties.
- Other features: i.e. intersections, curves, etc.



**SCHEDULE "C"**  
**APPLICATION FOR A NEW ROAD CROSSING / BORE**

(Includes modifications to an existing entrance)

**DATE:** \_\_\_\_\_

**NAME OF APPLICANT:** \_\_\_\_\_

**MAILING ADDRESS:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TELEPHONE:**  
**Res:** \_\_\_\_\_  
**Bus:** \_\_\_\_\_  
**Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Location of Proposed Crossing:** \_\_\_\_\_

**Roll Number: 4040-** \_\_\_\_\_

Please include 911 number on both sides of crossing and closest intersecting roads in description.

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

**Type of Crossing or Road Bore:**

- |                                |                               |                                    |
|--------------------------------|-------------------------------|------------------------------------|
| <input type="checkbox"/> HYDRO | <input type="checkbox"/> GAS  | <input type="checkbox"/> TELEPHONE |
| <input type="checkbox"/> CABLE | <input type="checkbox"/> FARM | <input type="checkbox"/> OTHER     |

**Sketch of Area:**

Sketch to include:

- Approx. total length of frontage (also show buildings).
- Any other entrances to property.
- Distances between existing and proposed entrances including any nearby entrances on other properties.
- Other features: i.e. intersections, curves, etc.

