

ORDINANCE NO. 2024-__02__

AN ORDINANCE ESTABLISHING REGULATIONS AND A PERMIT REQUIREMENT FOR THE CONSTRUCTION OF DRIVEWAYS WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF CASTALIA, OHIO; ADOPTING THE ACCESS MANAGEMENT MANUAL OF ERIE COUNTY, OHIO; AND DECLARING AN EMERGENCY.

WHEREAS, the Council of the Village of Castalia has determined that it is necessary to establish regulations and a permit requirement for the construction of driveways within the corporate limits of the Village of Castalia; and

WHEREAS, the Council has further determined that the establishment of regulations and a permit requirement for the construction of driveways within the Village is directly related to the immediate preservation of the public health, safety, and general welfare of the Village, and as such, the Village Council finds that an emergency now exists regarding the aforesaid. Therefore, it is deemed advisable to declare this Ordinance to be an emergency measure to take effect immediately upon its adoption and due authentication by the Mayor and Village Fiscal Officer of the Village of Castalia, Ohio; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF CASTALIA, STATE OF OHIO:

SECTION 1. That from the effective date of this Ordinance, the following regulations shall be in effect relative to the construction of driveways within the Village of Castalia:

ACCESS MANAGEMENT REGULATIONS. All applications, permits, and access connections are subject to the requirements of the Access Management Manual of Erie County, Ohio, (the Manual) in force on the date of application.

PERMIT REQUIREMENT. A permit is needed for any new access connection or driveway, or when the use of a property changes and results in a change in traffic using the driveway. Section 210 of the Manual describes changes in use and the thresholds that require new permits. A permit is not needed for re-grading a stone drive or for sealing a blacktop drive, or for other routine drive maintenance, but the safety requirements detailed here and, in the Manual, must be followed. The application fee is \$10, plus the costs of any additional attachments, plan reviews, inspection fees, and other charges as specified in the Manual. The application for the permit may be obtained from the Margareta Township Road Department.

GENERAL INFORMATION. Two or more flags shall be set to show the location of the proposed driveway. The inspector must be notified a minimum of two (2) working days prior to the installation of the driveway and pipe. The inspector will determine whether or not he or she needs to be present at the time of installation. A project without a permit will be stopped immediately by the inspector or the Erie County Sheriff, and subject to legal action under Section 212 of the Manual. A project with a permit will be stopped by the inspector if the work is not conducted as authorized by the permit or jeopardizes road user safety.

The maintenance of the driveway and culvert pipe is the driveway owner's responsibility. If the installation creates a drainage or road maintenance problem, the Village Council may

declare it an obstruction and order its removal. The cost of such a removal will be charged to the driveway owner.

SAFETY. Driveway locations with sight distances of less than that required by the Location and Design Manual, Volume 1, of the Ohio Department of Transportation are not recommended and may need special treatment--for example, a turnaround.

During construction, traffic shall be protected according to the regulations prescribed by the Ohio Manual of Uniform Traffic Control Devices for Streets and Highways. These include, but are not limited to, as needed, advance-warning signs, cones, barricades, and flagmen.

Large, decorative, non-breakaway driveway markers are prohibited within Village rights-of-way. If they must be used, they must be beyond the right-of-way line of the road.

CULVERT PIPE. A 12-inch minimum inside diameter and a 32-foot minimum length (a larger diameter and/or longer length may be needed, depending on the site conditions). Reinforced concrete pipes are required for all installations.

APRON SURFACES. Asphalt and stone are acceptable. Concrete is allowed only for curbed roads. Driveways must not drain onto the road pavement (curbed road excepted) and must be graded (sloped 3/16 inch/foot down from the road) so as to not create a drainage or maintenance problem and must meet the design requirements of the Manual.

CONSTRUCTION. No. 304 aggregate base is the recommended base for all uses. The groove (bell) end of the culvert shall be placed upstream. The invert shall be set with a sufficient grade (to be set by the Erie County Engineer's Office) to the next culvert or any planned improvements upstream. Manholes and catch basins shall be set 1/4-inch below the apron pavement surface. The road shall also be kept clear of all debris during construction.


MAILBOXES. All mailbox supports shall be of a "breakaway" design with the one of the following characteristics: a maximum of a 4 x 4-inch wood post, a maximum of a 4½-inch diameter wood post, or a maximum of a 2-inch diameter standard steel pipe (2 3/8 inch outer diameter).

The post and mailbox shall be placed as far from the pavement as is practical.

All mailbox installations must meet the requirements of the U.S. Postal Service.


SECTION 2. That this Council hereby finds and determines that all formal actions relative to the adoption of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including *section 121.22 of the Revised Code*.

SECTION 3. That for the reasons set forth in the preamble, this Ordinance shall be adopted as an emergency measure to take effect immediately upon its adoption by the Mayor and the Fiscal Officer, respectively.



Mayor

Attest:



Village Fiscal Officer