

Application for Private Road Permit – Franklin Township

Send all Correspondence to:
 Dan VanValkenburg
 7720 N. Adrian Hwy.
 Adrian, MI 49286

Hearing Fee for Compliance: \$ 75.00
 Permit Fee: \$ 75.00

Property ID Number: FRO- _____ - _____ - _____

Applicant and Owner Information:		
Property Address:		
City:	State:	Zip:
Property Owner's Name:		
Owner's Address:	State:	Zip:
Property Owner's Phone Number:	Other Phone Number:	

Description of the proposed Private Road (including number of lots served, length, width, etc.):
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Applicant information and signature:
I, _____, am making application to the Township of Franklin for a permit to allow the <input type="checkbox"/> Construction <input type="checkbox"/> Alteration <input type="checkbox"/> Extension of a Private Road.
Signature: _____ Date: _____
Address: _____ Phone: _____
City: _____ State: _____ Zip: _____

Note – There are hearings involved in approving the Private Road Permit and it's compliance to the Township Ordinance. Information regarding Private Roads may be found in the Franklin Township Ordinance under Article XX "Definition" and Section 4.27 "Private Roads". This information should be read prior to making application.

See the next page for a listing of items to be included with this application.

Application for Private Road Permit – Franklin Township

The following items must be submitted with this application for a Private Road Permit:

1. A complete statement of all the terms and conditions of the proposed road maintenance and improvement of the Private Road.
 - a. Copies of all agreements or intended agreements regarding the maintenance and improvement of the Private Road.
 - b. These agreements must include a provision which addresses subparagraph H of Section 4.27, with regards to any new development which results in the upgrade of the private road from one class to another, as defined in Article XX.
 - c. All maintenance agreements and road improvement agreements shall be in such a form as to be recordable with the Lenawee County Register of Deeds.
 - d. These agreements shall specifically address the liability and responsibility of the parties to said agreement to maintain and improve the pursuant to the specifications in Section 4.27. (including the responsibility for removal of snow, etc.)
 - e. The recorded statement which runs with the land, shall also inform subsequent purchasers that the road is private and may never be maintained or accepted by the Lenawee County Road Commission.
2. A site drawing of the proposed road, including lots accessed by the road. This drawing is to be to scale and clearly identify all aspects of the road so as to review for compliance to the Franklin Township Private Road Ordinance.

As noted previously, Article XX and Section 4.27 of the Franklin Township Zoning Ordinance should be read in its entirety prior to submitting this application. Information that is inaccurate or not clear may cause the application and/or hearings to be delayed.

If you have questions with the Private Road Hearing, Permitting, or Application process please contact:

Dan Van Valkenburg: (517) 423-7929 or Bruce Nickel: (517) 467-7874

The Following pages are copies of the:

1. Site Plan Review and Approval – Section 4.17
2. Private Road Definitions – Article XX
3. Private Roads – Section 4.27

Section 4.17. SITE PLAN REVIEW AND APPROVAL. It is recognized by this Ordinance that there is a value to the public in establishing safe and convenient traffic movement to higher density sites, both within the site and in relation to access streets; that there is value in encouraging a harmonious relationship of buildings and uses both within a site and in relation to adjacent uses; further that there are benefits to the public in conserving natural resources. Toward this end, this Ordinance requires site plan review by the Planning Commission for certain buildings and structures that can be expected to have a significant impact on natural resources, traffic patterns, and on adjacent land usage.

1. Buildings, Structures, and Uses Requiring Site Plan. The Building Inspector shall not issue a zoning compliance permit for the construction of the buildings and structures identified in this section unless a detailed site plan has been reviewed and approved by the Planning Commission and such approval is in effect. The following buildings or uses shall require a site plan:
 - a. All permitted uses after special approval
 - b. Cluster residential developments
 - c. Site condominium developments
 - d. Private roads
 - e. Multiple-family residential developments
 - f. More than one multiple-family building on a lot, parcel or tract of land, or on a combination of lots under one ownership
 - g. Mobile home parks
 - h. Any commercial, office, or industrial use
2. Application and Fee for Site Plan Review. Any person may file a request for a site plan review by the Planning Commission by filing with the Secretary of the Planning Commission the completed application upon the forms furnished by the Township and payment of a fee established by resolution of the Franklin Township Board. As an integral part of said application, the applicant shall file at least four (4) copies of a site plan.
3. Planning Commission Review of Site Plan. Upon receipt of such application from the Secretary of the Planning Commission, the Planning Commission shall undertake a study of the same and shall, within thirty (30) days, approve or disapprove such site plan, advising the applicant in writing of the recommendation, including any changes or modifications in the proposed site plan as are needed to achieve conformity to the standards specified in this Ordinance.
4. Required Data for Detailed Site Plan. Every site plan submitted to the Planning Commission shall be in accordance with the following requirements:
 - a. The site plan shall be of a scale not to be greater than one (1) inch equals twenty (20) feet nor less than one (1) inch equals two hundred (200) feet, and of such accuracy that the Planning Commission can readily interpret the site plan, and shall include more than one (1) drawing where required for clarity.
 - b. The property shall be identified by lot lines and location, including dimensions, angles and size, and correlated with the legal description of said property. Such plan shall further include the name and address of the property owner, developer, designer, and professional engineer, if required.
 - c. The site plan shall show the scale; north point; boundary dimensions; topography (at least two foot contour intervals); and natural features such as woodlots, streams, rivers, lakes, drains, and similar features.
 - d. The site plan shall show existing man-made features such as buildings; structures; high tension towers; pipe lines; and existing utilities such as water and sewer lines, excavations, bridges, culverts, drains, and easements, and shall identify adjacent properties and their existing uses.
 - e. The site plan shall show the location; proposed finished floor and grade line elevations; size of proposed principal and accessory buildings; their relationship to one another and to any existing structures on the site; the height of all buildings; and square footage of floor space. Site plans for residential development shall include a density schedule showing the number of dwelling units per net acre including a dwelling schedule showing the unit type and number of each unit type.
 - f. The site plan shall show the proposed streets; driveways; sidewalks; and other vehicular and pedestrian circulation features within and adjacent to the site; also, the location, size and number of parking spaces in the off-street parking area, and the identification of service lanes and service parking.

- g. The site plan shall show the proposed location, use and size of open spaces; and the location of any landscaping, fences or walls on the site. Any proposed alterations to the topography and other natural features shall be indicated. The site plan shall further show any proposed location of connections to existing utilities and proposed extensions thereof.
- h. A vicinity map shall be submitted showing the location of the site in relation to the surrounding street system.
- i. Additional Site Plan Requirements for Private Roads. Site plans for private roads shall show proposed improvements (including but not limited to, roads, sewers and ditches) shown in plan and profile indicating all materials, grades, dimensions and bearings in compliance with all standards set forth in the Zoning Ordinance pertaining to private roads.
- j. Additional Site Plan Submittal Requirements for Certain Uses. For single-family residential subdivisions twenty-five (25) acres or larger in total area, and for multiple-family, mobile home park, commercial, or industrial developments or any combination thereof, fifteen (15) acres or larger in total area, the developer shall provide an environmental impact report . This report shall address itself to the probable impact the proposed development would have on the immediate environmental and the community. It shall include data relating to any of the following points as considered appropriate by the Planning Commission.
 - 1. Attendance at public schools;
 - 2. Increase in vehicular traffic;
 - 3. Changes in the number of legal residents;
 - 4. Increases in municipal service costs;
 - 5. Load on public utilities or future demands on them;
 - 6. Public safety;
 - 7. Changes in tax revenues;
 - 8. Changes in surface drainage;
 - 9. Increased consumption of ground water;
 - 10. Increased refuse disposal;
 - 11. Pollution of water or air;
 - 12. Land erosion or loss of tree cover;
 - 13. Disturbance to other aspects of the natural ecology;
 - 14. Blocking of views; and
 - 15. Harmony with the character of surrounding development.
- 5. Standards for Site Plan Review. In reviewing the site plan, the Planning Commission shall ascertain whether the proposed site plan is consistent with all regulations of this Ordinance. Further, in consideration of each site plan, the Planning Commission shall find that provisions of subsections 3 and 4 of Section 4.17 of this Ordinance as well as the provisions of the zoning district in which said buildings, structures and uses as indicated in the proposed site plan have been satisfactorily demonstrated and met by the applicant.
- 6. Approval of Site Plan. Upon the Planning Commission's approval of a site plan, the applicant shall file with the Planning Commission three (3) copies thereof. The Secretary of the Planning Commission shall within ten (10) days transmit to the building inspector one (1) copy with the signature of the Planning Commission Chairman, certifying that said approved site plan conforms to the provisions of this Ordinance as determined. If the site plan is disapproved by the Planning Commission, notification of such disapproval shall be given to the applicant within ten (10) days after such Planning Commission action. The building inspector shall not issue a zoning compliance permit until he has received a certified approved site plan.
- 7. Expiration of Site Plan: A site plan shall expire, and be of no effect, three hundred sixty-five (365) days after the date of issuance thereof, unless within such time the building inspector has issued a building permit for any proposed work authorized by site plan approval.
- 8. Amendment, Revision of Site Plan:
A site plan may be amended by the Planning Commission upon the request of the applicant. Such amendment shall be made upon application and in accordance with the procedures provided in Section 4.17 of this Ordinance. Any fees paid in connection with such application may be waived or refunded at the discretion of the Planning Commission.

PRIVATE ROAD DEFINITIONS:

- A. Private Road - An area of land which is privately owned, has not been dedicated to public use other than access by emergency and public safety vehicles, is maintained by its private owners, and vehicular access to more than two (2) lots, unless otherwise specified herein.
- B. Public Street or Right-of-Way - A public or dedicated right-of-way, which affords the principal means of vehicular access to abutting property, and which is under public ownership or control.
- C. Private Road, Class I - A Class I private road is defined as a road that meets one or more of the following criteria:
 - 1. Serves ten (10) or more single-family residential lots.
 - 2. Connects two or more public or private roads.
 - 3. Has a length of more than one thousand (1,000) feet measured on the roadway center line from the right-of-way of the public road it intersects to either another intersecting roadway or center of a cul-de-sac.
 - 4. Serves more than one non-residential uses, not including farm uses and farm buildings.
- D. Private Road, Class II - A road that does not meet any of the criteria for a Class I road as defined above, but which do exceed the criteria for Class III roads as defined below.
- E. Private Road, Class III - Private roads that serve no more than four (4) lots or parcels provided: The lots or parcels are located no greater distance than one thousand (1,000) feet from the center line from a public street.

Section 4.27. PRIVATE ROADS. A private road, as defined in Article XX of this Ordinance, shall be subject to the following restrictions:

- A. Any private road constructed after the effective date of this amendment to the Zoning Ordinance shall meet the requirements of Article XVIII of the Franklin Township Zoning Ordinance.
- B. No person shall construct, alter, or extend a private road without compliance with this Ordinance and obtaining a permit in accordance with the requirements of Article XVIII of the Franklin Township Zoning Ordinance.
- C. Applicants for private road approval shall provide a complete statement of all the terms and conditions of the proposed road easement, including copies of all agreements or intended agreements regarding the maintenance and improvement including provisions in subparagraph H including any new development which results in the upgrade of the private road from one class to another as defined in Article XX. Furthermore, said maintenance agreements and road improvement agreements shall be in such form as to be recordable with the Lenawee County Register of Deeds and shall specifically address the liability and responsibility of the parties to said agreement to maintain and improve the private road pursuant to the specifications of this section, including but not limited to, the responsibility of removing snow from said private roads. The recorded statement which runs with the land, shall also inform subsequent purchasers that the road is private and may never be maintained or accepted by the Lenawee County Road Commission.
- D. Every private road authorized under this ordinance shall bear a separate and distinct road or street name, approved by the Franklin Township Board and Lenawee County Road Commission.
- E. Unless specifically regulated under this section, private roads shall meet the standards set forth in the Standards and Specification for Plat Development and Street Construction of Lenawee County.
- F. All improved private roads and access easements, serving more than two lots, which have been in existence as of the date of the adoption of this section, are exempt from the application of this section, and shall be deemed to be in conformance with the Franklin Township Zoning Ordinance.
- G. If a Class I private road is accessed onto an existing paved public road, then that private road shall be paved.
- H. Whenever new development on a private road results in the upgrade of the road from one class to another as defined in Article XX of this ordinance, the private road shall be improved according to the higher standards of the new classification.
- I. All dead end private roads and easements shall include a cul-de-sac at the dead end designed and built to the Lenawee County Road Commission standards.
- J. The following schedule of minimum requirements and specifications for private roads shall apply:

	Class I Private Streets and Roads	Class II Private Streets and Roads	Class III Private Streets and Roads
Easement Width	60 feet	60 feet	60 feet - for 3 or 4 parcels, 30 feet for 2 parcels
Sub-base	6 inches of sand unless the native soil is of a granular type suitable for a subbase. Spread to a minimum width sufficient to extend to the front slope of the roadside ditch.	Same as Class I	Same as Class I
BASE			
For Gravel Surface	6 inches of crushed limestone; slag or processed road gravel (MDOT 21A) in two equal courses, each compacted 28 feet wide.	Same as Class I, except 22A or 23A processed road gravel shall be used in lieu of 21A and width shall be 20 feet wide.	Same as Class II, except 16 feet wide.
For Paved Surface	Same as gravel surface, plus 2 inches more of base, compacted	Not applicable	Not applicable
Pavement	2 1/2 inches bituminous aggregate, #1100 mix, 20 feet wide.	Not applicable	Not applicable
TURNAROUND AREA			
Cul-de-sac	75' radius to the center line of the right-of-way.	Same as Class I	Same as Class I
T Type	Not permitted	May be substituted for cul-de-sac if applicant can show that it will function as well as the required turning circle.	Same as Class II
DITCHES			
Minimum grade 0.5%-4.0%, grades 4.1% and steeper; grades front/back slopes	0.5% sod or otherwise stabilize rip rap 1 on 4	Same as Class I	Ditches shall be of sufficient width, depth, and grades to provide for adequate and positive drainage.
ROADWAY GRADES			
Minimum	0.5%	0.5%	0.5%
Maximum	6.0%	6.0%	6.0%
ROADWAY CURVES			
Horizontal-minimum	230 foot radius	Same as Class I	Same as Class I
Vertical-minimum	100 feet long for changes in gradient of 2% or more.	Same as Class I	Same as Class I
CURB AND GUTTER			
May be required by an engineer designated by the Township in consideration of narrow lot width, and road grade			