

# CAMDEN COUNTY DRIVEWAY PERMIT GUIDELINES AND APPLICATION

## ARTICLE 10 -DIVISION 1 -Sec. 1010. DRIVEWAYS AND DEVELOPMENT ENTRANCES.

### (a) Driveway permit

#### (1) Driveway permit; required

- a. A permit must be obtained from the Georgia Department of Transportation or Camden County before any curb cuts or any other point of access shall be authorized onto state or County owned highway rights-of-way from abutting property.
- b. Before installing any driveway or means of ingress and egress to any property abutting a County road or County maintained road, the owner of the subject property or the person installing said driveway acting as owner's designee shall make application to the Public Works Department for and receive a permit authorizing said installation.

#### (2) County driveway permit; provisions

- a. **The permit shall specify the location of the driveway, the width of same, the size and material for the culvert to be used** and other matters required for adequate drainage of the driveway in accordance with accepted engineering and road management practices.
- b. In issuing the permit, Camden County may impose any reasonable conditions that the circumstances may warrant. Conditions include but are not necessarily limited to drive location, elevation, pipe size, surface treatment, drainage easements and other requirements to facilitate safe maintenance and operation of county roads.
- c. The driveway permit is to be strictly construed and no work other than that specifically authorized by said permit may be performed in County rights-of-way.
- d. A driveway permit must be renewed if the work described is not completed within six months from the date permit is issued.

(3) Driveway access to a State road. For all business and industrial developments fronting on a State highway, no building permit shall be issued until the approval of the Georgia Department of Transportation has been obtained by the applicant on entrances and exits, curb radii, drainage and other matters that are the appropriate concern of the Department.

(4) Access conveyance. Once the number and configuration of driveways has been established, the developer of commercial property will be requested to deed access control rights along his frontage to the county. For this purpose, commercial property includes residential subdivisions discussed under Sec. 1010(b)(3)d.4.

### (b) Driveway design standards. Driveways connecting to a street must comply with the following standards:

#### (1) Driveway widths

- a. In no case shall a curb cut or other access point be less than 9 feet or more than 50 feet in length. No two curb cuts or other access points shall be closer than 20 feet from each other except in residential zoning districts.
- b. Driveway widths at the right-of-way line cannot exceed a pavement width of 16 feet for a single-family or two-family dwelling (unless the face of a two-car garage accessed by the driveway is less than 30 feet from the right-of-way line), or 50 feet for all other uses or instances, exclusive of required curbs and gutters.

(2) Driveway separations

a. At street intersections, no curb cuts or other access point shall be located closer than 20 feet from the intersecting point of the two street rights-of-way or property lines involved (or such lines extended in case of a rounded or mitered corner); for a single-family or two-family dwelling and not less than 50 feet for all other uses.

b. The distance between driveways along a street right-of-way shall not be less than 16 feet for a single-family or two-family dwelling and not less than 40 feet for all other uses.

c. Access points in the vicinity of interchanges. In no case shall any curb cut, point of access or other means of vehicular ingress and egress be permitted from private property onto any portion of the access ramps, accelerating and decelerating lanes, and other facilities specifically designed to facilitate traffic movement onto and off of a limited access highway located at a separate grade. Notwithstanding the foregoing, no curb cut, point of access or other means of vehicular ingress and egress from private property onto a public street shall be permitted closer than 200 feet from the point of tangency of that street's right-of-way line with the outside right-of-way ramp providing direct access either to or from a limited access highway located at a separate grade.

d. Separation distances must be measured along the street right-of-way line from the edge of the driveway pavement (or back of the driveway curb if provided).

(3) The number of driveways that access a property from any one street, road or highway shall be limited as follows:

a. Along all County arterial roads, no more than 1 point of vehicular access from a property shall be permitted for each 300 feet of lot frontage. For such lots having less than 300 feet of frontage, one point of access shall be allowed. The number and location of access points along a State or U.S. numbered highway may be further restricted by the Georgia Department of Transportation.

b. Along all other County streets or roads, except for circular driveways for single-family detached houses on local streets and minor collectors (provided sight distances can be met), the following shall apply: no more than 1 point of vehicular access from a property to each abutting public road shall be permitted for each 200 feet of lot frontage; provided however, that lots with less than 200 feet of frontage shall have no more than one point of access to any one public street. The Public Works Director shall determine whether the points of access may be unrestricted or must be designed for right-in, right-out traffic flow.

**(c) Vision clearance at private drives and entrances intersecting with public streets.**

At the intersection of any private drive or entrance/exit with a public street, no fence, wall, hedge or other planting, or sign forming a material impediment to visibility over a height of 2½ feet (30 inches) shall be erected, planted, placed or maintained.

**(d) Installation and construction standards for driveways.**

(1) A minimum pipe size of 15 inches and minimum 30-foot length of pipe must be used for all driveway construction. A minimum pipe size of 18 inches must be used for all cross drains under public roads.

(2) Pipe for driveways shall be either 16 gauge-corrugated steel or aluminum in accordance with county standards. Reinforced concrete may be used as well as double-wall constructed PVC or other corrugated plastics. Driveways requiring curb and gutter removal shall be installed in accordance with instructions and diagrams issued by the Public Works Department at the time of the application for permit.

(3) Portions of driveways located within the right-of-way of a public street or within a private street easement shall not consist of specialty or decorative type construction such as stamped concrete or brick pavers.

**(e) Inspection of work.**

Driveway construction and material shall be the responsibility of the owner/applicant for the permit. All work shall be in conformity with the permit as granted and shall be subject to inspection by authorized representative(s) of the Board of Commissioners. No use of said drive or issuance of permits for uses of the property served thereby shall be permitted until such compliance is met.

**(f) Responsibility for maintenance.**

(1) No provision of this Section shall be construed as a responsibility of the County to provide future maintenance of the driveway and/or drainage structures installed.

(2) By application and issuance of the permit, owner and successors agrees to bear all responsibility and cost for repair and maintenance of the driveway and associated drainage structures.

(3) If the owner or successors fails to maintain the driveway and/or associated drainage structures to the extent that the Board of Commissioners or an authorized representative of the Board of Commissioners determines that the driveway and/or associated drainage structures has a detrimental impact on the safe operation and maintenance of county roads, notice shall be given to the owner.

a. Owner shall perform the necessary action(s) to correct the detrimental impacts at the sole expense of the owner.

b. Failure of owner to perform the necessary work within the time prescribed in the notice shall be cause for the county to perform the work. Expenses incurred by the county to perform the work shall be the responsibility of the owner.

The complete Camden County Board of Commissioners Unified Development Code can be found at <https://www.camdencountyga.gov/DocumentCenter/View/8431/10-Design-Stds-31715-3?bidId=>

**ARTICLE 12 DIVISION 8. OTHER PERMITS Sec. 1250.**

**Driveway permit.**

(a) Driveway permit; when required.

(1) No driveway connecting to a public street or a public right-of-way or public property shall be repaired or installed without first having approval from the Public Works Department. If the driveway connects to a State or U.S. numbered highway, approval of the Georgia Dept. of Transportation shall be required prior to County approval.

(2) Applications shall be made to the Public Works Department for review and approval.

(b) Driveway permit; expiration. A permit shall expire for work not started within 90 days or completed within 6 months after issuance of a permit, and a new permit shall be required before beginning or completing the work.

**By signing below, I affirm I have read and understand the Unified Development Code outlined above for Driveway Permit.**

**SIGNATURE:** \_\_\_\_\_

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

**PRINT:** \_\_\_\_\_

**NAME**



# Board of County Commissioners

## Office of Public Works

1004 Bedell Old Plantation Road • Woodbine, GA 31569

Phone: (912) 576.3028 • Fax: (912) 576.3041 • www.co.camden.ga.us

### DRIVEWAY PERMIT (CHECK ONE BELOW)

PROPOSED WORK: **INSTALL NEW** \_\_\_ **REPLACE EXISTING** \_\_\_ **REPAIR EXISTING** \_\_\_

**OWNER** \_\_\_\_\_

**CONTRACTOR/AGENT** \_\_\_\_\_

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

**SITE ADDRESS** \_\_\_\_\_

**PHONE** \_\_\_\_\_

**E-MAIL** \_\_\_\_\_

**PARCEL #** \_\_\_\_\_

**PIPE SIZE (to be completed by county official)**

WIDTH \_\_\_\_\_ DEPTH \_\_\_\_\_ LENGTH \_\_\_\_\_

**ESTIMATED START DATE** \_\_\_ **ESTIMATED COMPLETION DATE** \_\_\_

**REMARKS** \_\_\_\_\_

IF ABOVE PERMIT IS GRANTED, I AGREE TO CONFORM TO ALL REQUIREMENTS CAMDEN COUNTY UNIFIED DEVELOPMENT CODE AS IS PERTAINS TO DRIVEWAYS AND RIGHT OF WAY ENCROACHMENT AS ADOPTED AND AMENDED.

APPROVED

\_\_\_\_\_  
**OWNER OR AUTHORIZED AGENT**

\_\_\_\_\_  
**PUBLIC WORKS DIRECTOR OR AGENT**

**FEE AMOUNT: New Installation \$150.00      Repair/Replacement \$75.00**

**Make checks payable to Camden County Board of Commissioners**

Permittee must attach a site plan/sketch showing work within the limits of the County right-of-way and/or easement. Show existing or proposed pipe. All disturbed areas within the right of way must be seeded to prevent erosion. Culvert must be set to the proper grade to allow water to flow properly. Failure to set proper grade will results in a permit violation and the pipe will have to be reset.

**PERMIT NO:** \_\_\_\_\_

**PAID \$** \_\_\_\_\_

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