

GRATIOT COUNTY ROAD COMMISSION

SPECIFICATIONS AND ADMINISTRATIVE

RULES REGULATING

DRIVEWAYS, ROAD APPROACHES,

BANNERS AND PARADES

ON AND OVER HIGHWAYS

Adopted November 5, 1998

Revised August 3, 2006

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PERMIT FEE SCHEDULE

| RIGHT OF WAY PERMITS | |
|--|-----------|
| Driveway – Residential, Farm Field, and Commercial Drive Approaches | \$50 |
| Ditch Enclosure – Landscaping | \$50 |
| Private Road – Unplatted | \$50 |
| Underground Installation – (boring, jacking, etc.) | \$50 |
| Culvert Install/Road Cut – Bituminous Surfaced Road | \$50 |
| *Refundable Sign Deposit | \$500 |
| Refundable Damage Deposit | \$1000 |
| Culvert Install/Road Cut – Gravel Surfaced Road | \$50 |
| *Refundable Sign Deposit | \$500 |
| **Refundable Damage Deposit | \$500 |
| Tree Removal in Right of Way | No Charge |
| Ditch Cleanout | No Charge |
| Seismic or Geophysical Testing | \$50 |
| UTILITY PERMITS – PUBLIC AND PRIVATE | |
| Annual Maintenance | \$100 |
| Overhead, Underground, or Service Connection | \$50 |
| **Additional Underground Boring (per bore location) | \$50 |
| OTHER | |
| Permits for Other Governmental Agencies | No Charge |
| TRANSPORTATION PERMITS | |
| Single Move – Round Trip up to 5 Business Days | \$25 |
| Single Move – Multiple Trips up to 5 Business Days | \$50 |
| Single Move – Super Move (dimensions/weights exceeding single move) | |
| Annual Extended Transportation Permit – Mobile Home | \$100 |
| Annual Extended Transportation Permit – (including utilities) | \$100 |
| SEASONAL WEIGHT RESTRICTION PERMITS | |
| Seasonal Milk Hauler – Per Vehicle | \$50 |
| Seasonal Agricultural – Single Move | \$25 |
| Seasonal Agricultural – Multi Trip | |
| Gravel Surfaced Road – Per Mile | \$250 |
| Bituminous Surfaced Road – Per Mile | \$1000 |
| Seasonal Public Utility – Non-Emergency | \$100 |
| MISCELLANEOUS FEES | |
| Permits for Governmental Agencies | No Charge |
| Road Abandonment Requests (Due at the time of submitting a petition) | \$250 |

* Signs/Barricades are available for residents performing their own work.

Contractors must provide their own signs/barricades when doing the work.

** Initial permit fee includes one underground installation and up to one bore. Any additional bores may be included under the same permit for the additional underground boring fee.

GENERAL REQUIREMENTS

Act 200 of the Public Acts of 1969, Section 4 thereof, charges the highway authority with the responsibility to issue driveway permits consistent with the rules promulgated by the highway authority for public safety and in the public interest.

Any work to be accomplished within the right-of-way of any road under the jurisdiction of the Board of County Road Commissioners of Gratiot County, Michigan requires a permit before commencement of such work. The applicant or his agent shall have a copy of the permit at the site during construction.

Permits will be issued only on forms which are approved by the Board. Such permit forms are available at the office of the Gratiot County Road Commission, PO Box 187, 200 Commerce Drive, Ithaca, Michigan 48847.

The applicant or his agent shall maintain all driveways, private roads and related improvements set forth in the permit.

When the type or volume of traffic using an existing driveway changes because of a change in land use or roadside development to a more intensified classification requiring a redesign to a higher design standard, the owner, organization, or person responsible for operation of the driveway shall be required to obtain a permit and correct the driveway or driveways to the standard contained in these rules.

The applicant or his agent shall take, provide and maintain all necessary precautions to prevent injury or damage to persons and property from operations covered by the permit and shall use warning signs and safety devices which are in accordance with the current Michigan Manual of Uniform Traffic Control Devices.

In the event of a failure to comply with the terms and conditions of any permit issued in accordance with these rules or failure to obtain an appropriate permit, the Gratiot County Road Commission shall have the right to halt such activity until such time that adequate compliance is made. All costs incurred by the Board in correcting 1) a failure to comply with conditions and standards of a permit, 2) a failure to obtain a permit, or 3) defective workmanship or materials, shall be borne by the applicant (or person undertaking the activity).

RESIDENTIAL DRIVEWAYS

Definition

All driveways for the purpose of serving the residents of one single-family dwelling, two single-family dwellings, or one two-family dwelling shall be deemed to be a residential driveway.

Design Features

No portion of the driveway entrance within the highway right-of-way shall have a grade greater than 10% (1' vertical in 10' horizontal).

All drives shall enter perpendicular to the existing roadway.

Typical driveway design features, including geometrics, can be found in Appendix A. The applicant shall follow these standards unless approval to do otherwise is given by the County Road Engineering Department.

Drainage Requirements:

- The Board of County Road Commissioners or its agents shall determine whether or not a culvert is required and, if required, the diameter and length of the culvert. The applicant shall furnish, install and maintain the culvert so determined.
- Culverts shall be installed in line with and on the same grade as the road ditch.
- No culvert of less than 12" nor less than 30' in length diameter may be installed.
- All culverts should be corrugated metal pipe made with steel of the proper gauge corresponding to its diameter, as shown below.

| <u>Diameter</u> | <u>Gauge No.</u> |
|-----------------|------------------|
| 12" - 24" | 16 |
| 30" - 36" | 14 |
| 42" - 54" | 12 |
| 60" - 72" | 10 |

- If the applicant wishes to install a culvert of material other than that above, approval must be obtained by the County Road Engineering Department prior to installation.

Location

All portions of a residential driveway, including the radii, shall be located entirely within the applicant's property lines extended at right angles to the centerline of the road. This requirement does not apply to joint driveways (see below).

No portion of a residential driveway, including the radii, shall be located closer than 50 feet to the nearest right-of-way line of an intersecting roadway.

No portion of two residential driveways serving the same property, including the radii, shall be located closer than 50 feet, measured parallel to the centerline of the road.

Number of Driveways

One driveway is allowed for residential property, held in one piece, with frontage less than or equal to 150 feet. One additional residential driveway may be permitted where frontage exceeds 150 feet.

Two residential driveways may be permitted, in lieu of the above requirement to serve a circle driveway if the frontage of the property is 100 feet or more.

Joint Driveway

When both 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.

Driveway Surface

Driveways fronting on a hard surface roadway should be surfaced with a material which is equal to or better than the surface of the road way which it joins. At a minimum, driveways shall be surfaced with at least six inches of processed road gravel.

Clear Vision

A clear vision area, as shown in Figure 1, shall be provided at all residential driveways entering onto a roadway under the jurisdiction of the Gratiot County Road Commission.

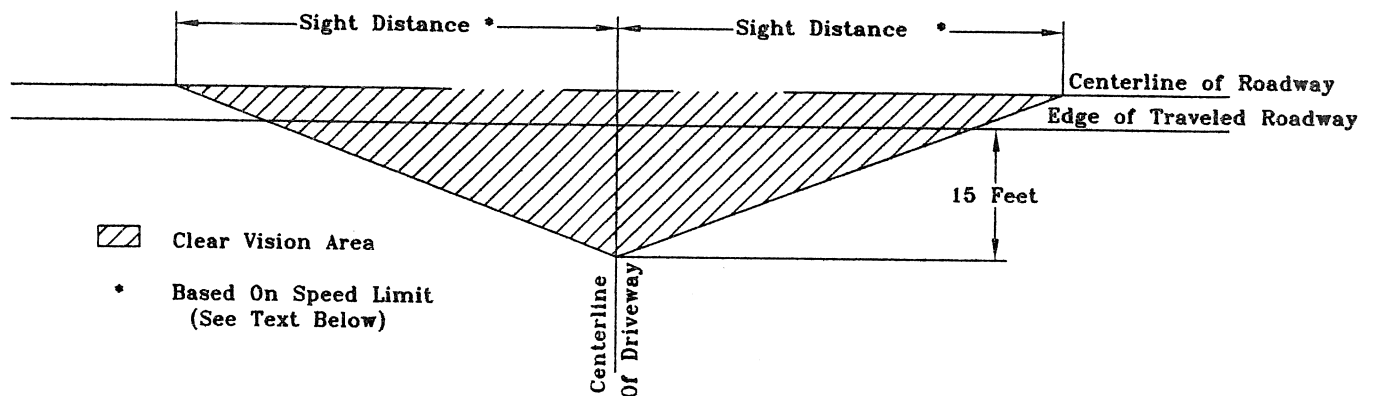


Figure 1. Clear vision requirement for residential driveways.

To provide for adequate vision, all obstructions must be removed within the clear vision area. Sight distance, looking each way from the driveway centerline, shall be measured from an eye height of 3.5 feet to an object 4.25 feet above the roadway centerline. The eye height of the driveway centerline should be positioned 15 feet from the edge of the traveled roadway.

The following minimum sight distances, according to the posted regulatory speed limit, are required for the clear vision area.

| | |
|------------------|------------------|
| 25 MPH - 225 ft. | 45 MPH - 375 ft. |
| 30 MPH - 260 ft. | 50 MPH - 410 ft. |
| 35 MPH - 300 ft. | 55 MPH - 450 ft. |
| 40 MPH - 335 ft. | |

In the absence of a posted regulatory speed limit, 450 feet of sight distance is required.

FARM-FIELD DRIVEWAYS

Definition

Any driveway serving cultivated fields, timber land or undeveloped land not used for industrial, commercial or residential purposes shall be designated a farm-field driveway.

Design Features

No portion of the driveway entrance within the highway right-of-way shall have a grade greater than 10% (1' vertical in 10' horizontal).

All drives shall enter perpendicular to the existing roadway.

Typical driveway design features, including geometrics, can be found in Appendix A. The applicant shall follow these standards unless approval to do otherwise is given by the County Road Engineering Department.

Drainage Requirements:

- The Board of County Road Commissioners or its agents shall determine whether or not a culvert is required and, if required, the diameter and length of the culvert. The applicant shall furnish, install and maintain the culvert so determined.
- Culverts shall be installed in line with and on the same grade as the road ditch.
- No culvert of less than 12" nor less than 30' in length diameter may be installed.
- All culverts should be corrugated metal pipe made with steel of the proper gauge corresponding to its diameter, as shown below.

| <u>Diameter</u> | <u>Gauge No.</u> |
|-----------------|------------------|
| 12" - 24" | 16 |
| 30" - 36" | 14 |
| 42" - 54" | 12 |
| 60" - 72" | 10 |

If the applicant wishes to install a culvert of material other than that above, approval must be obtained by the County Road Engineering Department prior to installation.

Location

All portions of a farm-field driveway, including the radii, shall be located entirely within the applicant's property lines extended at right angles to the centerline of the road.

No portion of a farm-field driveway, including the radii, shall be located closer than 50 feet to the nearest right-of-way line of an intersecting roadway.

Driveway Surface

All farm field driveways shall be gravel surfaced, seeded or sodded to provide plant growth which will stabilize the driveway and minimize erosion.

Clear Vision

A clear vision area, as shown in Figure 2, shall be provided at all farm-field driveways entering onto a roadway under the jurisdiction of the Gratiot County Road Commission.

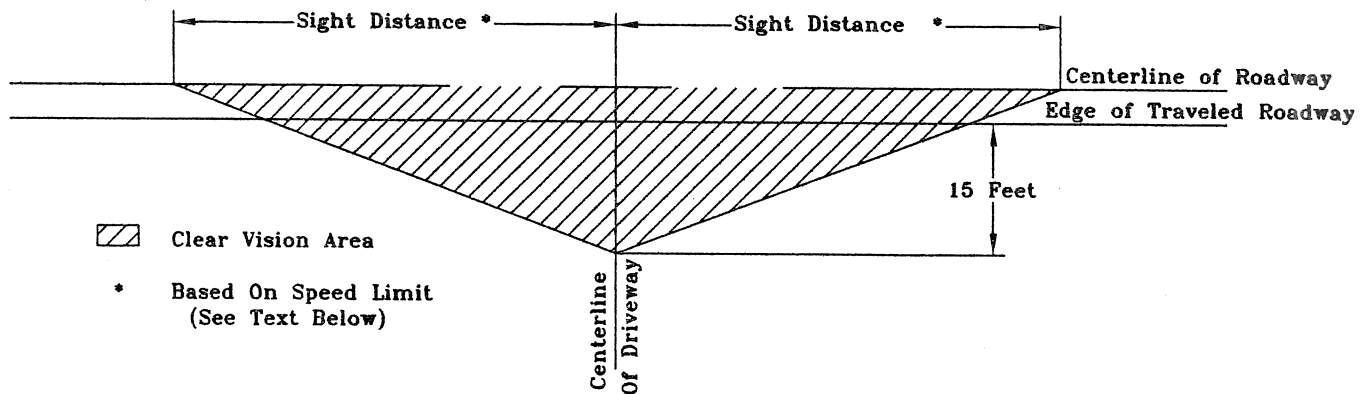


Figure 2. Clear Vision requirement for farm-field driveways.

To provide for adequate vision, all obstructions must be removed within the clear vision area. Sight distance, looking each way from the driveway centerline, shall be measured from an eye height of 3.5 feet to an object 4.25 feet above the roadway centerline. The eye height at the driveway centerline should be positioned 15 feet from the edge of the traveled roadway.

The following minimum sight distances, according to the posted regulatory speed limit, are required for the clear vision area.

| | |
|------------------|------------------|
| 25 MPH - 225 ft. | 45 MPH - 375 ft. |
| 30 MPH - 260 ft. | 50 MPH - 410 ft. |
| 35 MPH - 300 ft. | 55 MPH - 450 ft. |
| 40 MPH - 335 ft. | |

In the absence of a posted regulatory speed limit, 450 feet of sight distance is required.

COMMERCIAL DRIVEWAYS

Definition

Any driveway providing access to land which is used for industrial, institutional or commercial purposes shall be deemed to be a commercial driveway. Determination by the Board of County Road Commissioners, as to whether or not a specific use shall be designated commercial, shall be final and binding.

Design Features

All applications for commercial driveway permits must be accompanied by two (2) copies of a site plan.

No portion of the driveway entrance within the highway right-of-way shall have a grade greater than 5% (1' vertical in 20' horizontal).

All drives shall enter perpendicular to the existing roadway, with the entering and exiting radii clearly defined.

The applicant shall provide a right-turn lane and taper and/or passing lane if the Road Commission determines that such lanes are required to minimize congestion or hazard on the roadway caused by vehicles entering the applicant's driveway. Factors associated with this determination may include volumes, speeds, vehicle type and roadway alignment.

Typical driveway design features, including geometrics, can be found in Appendix A. The applicant shall follow these standards unless approval to do otherwise is given by the County Road Engineering Department. Designs shown in Appendix A may be changed to current MDOT standards by the Road Commission if site characteristics, such as volumes, speeds and vehicle types warrant such change.

Drainage Requirements:

- Drainage calculations that indicate no additional storm water runoff will enter the Gratiot County Road Commission right-of-way from the development must be included on the site plan. Existing roadway drainage shall be maintained.
- Design of detention basins shall be based on a 10-year frequency design storm.
- No culvert of less than 12" nor less than 30' in length diameter may be installed.
- All culverts should be corrugated metal pipe made with steel of the proper gauge corresponding to its diameter, as shown below.

| <u>Diameter</u> | <u>Gauge No.</u> |
|-----------------|------------------|
| 12" - 24" | 16 |
| 30" - 36" | 14 |
| 42" - 54" | 12 |
| 60" - 72" | 10 |

- If the applicant wishes to install a culvert of material other than that above, approval must be obtained by the County Road Engineering Department prior to installation.

Location

All portions of a commercial driveway, including the radii, shall be located entirely within the applicant's property lines extended at right angles to the centerline of the road. This requirement does not apply to joint driveways (see below).

A commercial driveway may be located directly opposite an existing road intersection such that left turns oppose each other and are perpendicular to the major road. However, if offset, the centerline of a commercial driveway shall be located a minimum of 250 feet from the centerline of the nearest intersecting roadway. This will hold true regardless of their orientation to each other (i.e., same side or opposing). In the event that special circumstances make this requirement unfeasible, in no case shall any portion of a commercial driveway, including the radii, be located closer than 50 feet to the nearest right-of-way line of and intersecting roadway. The Road Commission reserves the right to approve the location that is considered to be in the best interest of public safety.

No portion of two commercial driveways serving the same property, including the radii, shall be located closer than 50 feet, measured parallel to the centerline of the road.

Type

A two-way commercial driveway shall be the standard driveway approach. Two-way commercial driveways may be either divided or undivided (see Appendix A). A two-way divided commercial driveway shall have a curbed island separating the entering and exiting movements.

A one-way commercial driveway is a special case and may be allowed depending on the site specific characteristics. A one-way driveway includes separate entering and exiting drives and shall be designed to facilitate the desired turning movements and to discourage prohibited movements. The installation and maintenance of directional signs shall be the responsibility of the applicant and shall be shown on the site plan.

Number of Driveways

On each roadway, one driveway is allowed for each commercial property where frontage is less than or equal to 350 feet. One additional commercial driveway may be permitted where frontage exceeds 350 feet.

Joint Driveway

When both property owners abutting a common property line agree, they may construct a joint commercial driveway which shall have the same design features as a two-way commercial driveway (see Appendix A for typical design features).

Driveway Surface

All commercial driveways shall be surfaced from the edge of the traveled way to the right-of-way line with a material which is equal to or better than the surface of the roadway which it joins. The County Road Engineering Department shall determine whether or not a material is equal to or better than the surface of the roadway.

Parking

The applicant will be required to prevent parking in the highway right-of-way. The Road Commission will not issue permits for commercial properties that encourage the stopping or standing of vehicles in the right-of-way or the backing of vehicles from the highway onto the sites.

Clear Vision

A clear vision area, as shown in Figure 3, shall be provided at all commercial driveways entering onto a roadway under the jurisdiction of the Gratiot County Road Commission.

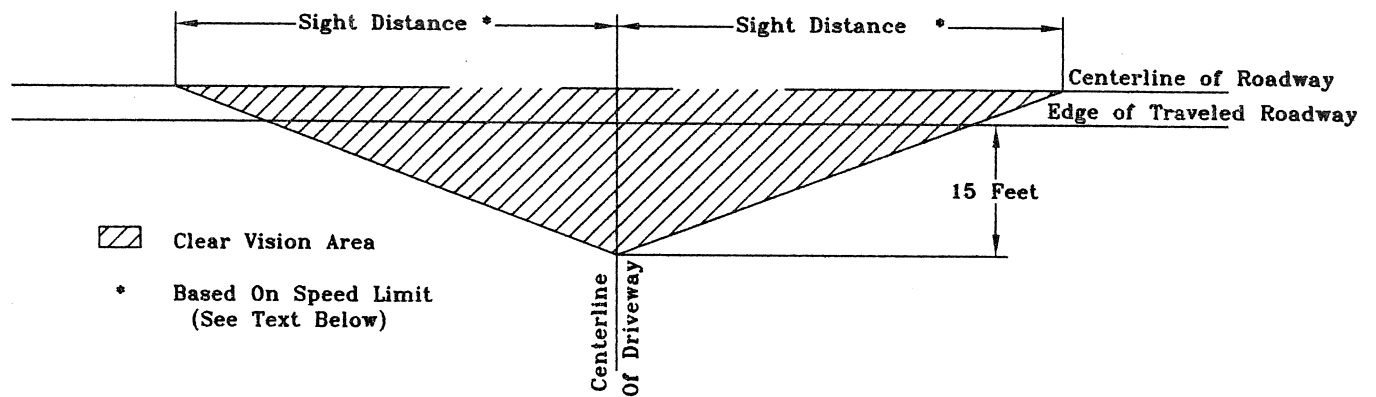


Figure 3. Clear vision requirement for commercial driveways

To provide for adequate vision, all obstructions must be removed within the clear vision area. Sight distance, looking each way from the driveway centerline, shall be measured from an eye height of 3.5 feet to an object 4.25 feet above the roadway centerline. The eye height at the driveway centerline should be positioned 15 feet from the edge of the traveled roadway.

The following minimum sight distances, according to the posted regulatory speed limit, are required for the clear vision area.

| | |
|------------------|------------------|
| 25 MPH - 300 ft. | 45 MPH - 500 ft. |
| 30 MPH - 350 ft. | 50 MPH - 550 ft. |
| 35 MPH - 400 ft. | 55 MPH - 600 ft. |
| 40 MPH - 450 ft. | |

In the absence of a posted regulatory speed limit, 600 feet of sight distance is required

PUBLIC AND PRIVATE ROAD APPROACHES

Definition

A public road shall be defined as a roadway to be dedicated to the public.

A private road shall be defined as a roadway that serves more than two single-family dwellings, or one two-family dwelling and is dedicated to the use of the property owner(s).

Design Features

All applications for a public or private road approach permit must be accompanied by two (2) copies of a site plan. Included on the site plan shall be the name(s) of proposed public or private road(s).

No portion of a public or private road approach within the highway right-of-way shall have a grade greater than 5% (1' vertical in 20' horizontal).

All public or private road approaches shall enter perpendicular to the existing roadway.

The applicant shall provide a right-turn lane and taper and/or passing lane if the Road Commission determines that such lanes are required to minimize congestion or hazard on the roadway caused by vehicles entering the applicants public or private road approach. Factors associated with this determination may include volumes, speeds, vehicle type and roadway alignment.

Typical design features for public and private road approaches, including geometrics, can be found in Appendix A. The applicant shall follow these standards unless approval to do otherwise is given by the County Road Engineering Department. Design dimensions shown in Appendix A may be increased by the Road Commission depending on roadway or site characteristics, such as volumes, speeds and vehicle types.

Other standards for public roads are found in the Specifications for Plat development.

Drainage Requirements:

- Drainage calculations that indicate no additional storm water runoff will enter the Gratiot County Road Commission right-of-way from the development must be included on the site plan.
- Design of detention basins shall be based on a 10-year frequency design storm.
- The Board of County Road Commissioners or its agents shall determine whether or not a culvert is required and, if required, the diameter and length of the culvert. The applicant shall furnish, install and maintain the culvert so determined.
- Culverts shall be installed in line with and on the same grade as the road ditch.
- No culvert of less than 12" nor less than 30' in length diameter may be installed.

- All culverts should be corrugated metal pipe made with steel of the proper gauge corresponding to its diameter, as shown below.

| <u>Diameter</u> | <u>Gauge No.</u> |
|-----------------|------------------|
| 12" - 24" | 16 |
| 30" - 36" | 14 |
| 42" - 54" | 12 |
| 60" - 72" | 10 |

- If the applicant wishes to install a culvert of material other than that above, approval must be obtained by the County Road Engineering Department prior to installation.

Location

A public or private road approach may be located directly opposite an existing road intersection such that left turns oppose each other and are perpendicular to the major road. However, if offset, the centerline of a public or private road approach shall be located a minimum of 250 feet from the centerline of the nearest intersecting roadway. This will hold true regardless of their orientation to one another (i.e., same side or opposing).

Approach Surface

All private road approaches shall be surfaced from the edge of the traveled way to the right-of-way line with a material which is equal to or better than the surface of the roadway which it joins. The County Road Engineering Department shall determine whether or not a material is equal to or better than the surface of the roadway.

Construction standards for public roads are contained in Specification for Plat Development.

Clear Vision

A clear vision area as shown in Figure 4, shall be provided at all public and private road approaches entering onto a roadway under the jurisdiction of the Gratiot County Road Commission.

To provide for adequate vision, all obstructions must be removed within the clear vision area. Sight distance, looking each way from the centerline of the public or private road approach, shall be measured from an eye height of 3.5 feet to an object 4.25 feet above the existing roadway centerline. The eye height at the public or private road approach centerline should be positioned 15 feet from the edge of the traveled roadway.

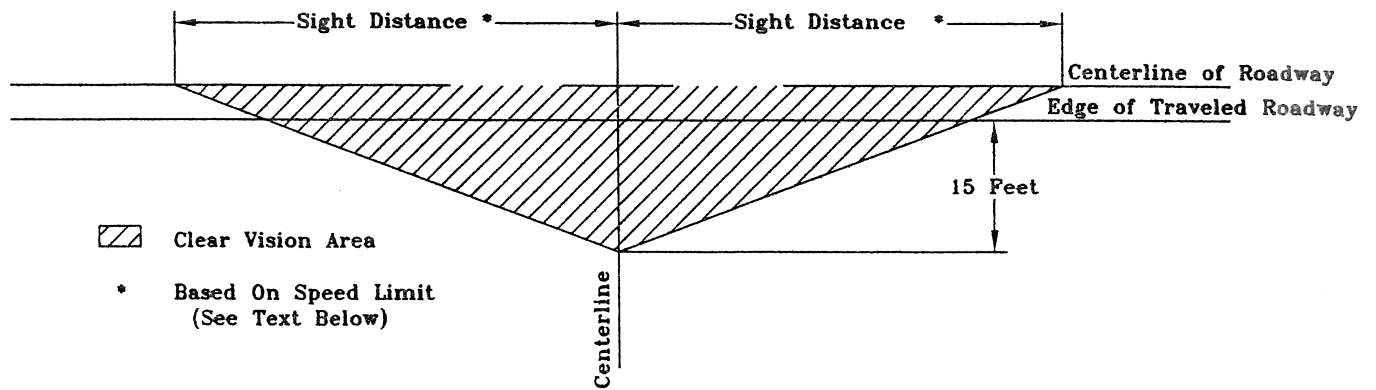


Figure 4. Clear vision requirement for public and private road approaches.

The following sight distances, according to the posted regulatory speed limit, are required for the clear vision area. Those values listed as standard represent the minimum requirements for sight distance where existing roadway and site characteristics allow. A permit will not be issued where the minimum allowable sight distance, based on speed conditions, cannot be achieved.

| <u>Speed Limit (mph)</u> | <u>Required Sight Distance (feet)</u> | |
|--------------------------|---------------------------------------|--------------------------|
| | <u>Standard</u> | <u>Minimum Allowable</u> |
| 30 or below | 475 | 350 |
| 35 | 575 | 400 |
| 40 | 700 | 450 |
| 45 | 825 | 500 |
| 50 | 975 | 550 |
| 55 | 1150 | 600 |

In the absence of a posted regulatory speed limit, 1150 feet of sight distance is required.

RECREATIONAL (CELEBRATIONS AND FESTIVALS) DRIVEWAYS

General

A driveway permit for the temporary access of a roadway under the jurisdiction of the Gratiot County Road Commission for the purpose of a celebration or festival may be issued by the Road Commission only to the governing body of the city, village or township. This requirement shall hold true whether the applicant wishes to utilize an existing driveway or construct a temporary driveway.

Advance Notice

Application for the driveway permit must be made at least 30 days prior to the event, to provide the Road Commission ample time to review the event with the governing city, village or township.

Location

The applicant shall provide, at the time of the request, a sketch showing the property layout and location of the desired access point(s).

Design Features

Any and all driveway design features will be reviewed by the Road Commission on an individual basis, due to the variable nature of the event.

Insurance Requirements

The local governing body shall provide the Road Commission with a certificate of insurance for a commercial general liability, on an occurrence basis, in the minimum amount of \$500,000 per occurrence and \$1,000,000 aggregate. The Gratiot County Road Commission shall be named as an additional named insured on the policy.

ROAD CLOSURES FOR PARADES, CELEBRATIONS AND FESTIVALS

General

A permit granting permission for the temporary closure of a road for a reasonable length of time for a parade, celebration, festival or any other purpose may be issued by the Road Commission only to the governing body of a city, village or township.

Advance Notice

Application for the permit must be made at least 30 days prior to the event, to provide the Road Commission ample time to review the event with the governing city, village or township.

Application Provisions

The application, supplied by the Road Commission, shall state the nature of the activity, the proposed dates and times to close and reopen the roadway to traffic and such other information that the Road Commission may require. The reasonable period of time shall be approved by the Road Commission. The application shall also be accompanied by a copy of a resolution from the city, village or township requesting permission for the closure or partial closure.

A permit shall be issued subject to the following conditions:

- The closure or partial closure and the use of a detour route shall not unduly interfere with the safe and free movement of traffic.
- A suitable alternate location is not available for the parade, celebration or festival which is more acceptable for traffic safety and causes less interruption of traffic.
- A closure or partial closure normally shall be allowed only during daylight hours. When temporary nighttime closure is permitted, points of potential hazard, barricades and warning signs shall be lighted at the applicant's expense. The lighting shall be in accordance with requirements and specifications of the Road Commission

Traffic Control Devices

Traffic control devices installed in conjunction with the closure or partial closure and the detour route shall conform to the provisions of the Michigan Manual of Uniform Traffic Control Devices.

Required traffic control devices may be furnished and installed either by the local governing body or by the Road Commission. Costs arising from the installation, maintenance and removal of such devices shall be borne by the applicant.

The local governing body shall provide necessary police and fire supervision.

Insurance Requirements

The local governing body shall provide the Road Commission with a certificate of insurance for a commercial general liability, on an occurrence basis, in the minimum amount of \$500,000 per occurrence and \$1,000,000 aggregate. The Gratiot County Road Commission shall be named as an additional named insured on the policy.

BANNER PERMITS

General

A permit for the installation of banners to be placed within or over a road right-of-way under the jurisdiction of the Road Commission may be issued only to the governing body of a city, village or township.

Advance Notice

Application for the permit must be made at least 30 days prior to the anticipated placement of the banner, to provide the Road Commission ample time to review the requirements with the governing city, village or township.

Application Provisions

An application for the permit, provided by the Road Commission, for the installation of a banner shall include the following as a minimum:

- Activity in connection with which the banners are to be placed.
- Location of the proposed installation including distance to overhead traffic control devices.
- Description of the banner, including any legend or symbol thereon.
- Height of an overhead banner at its lowest point above the pavement.
- Date on which the banner will be installed and removed. The period shall not exceed a time period specified by the Road Commission.

Also, the application shall be accompanied by a copy of a resolution from the city, village or township requesting permission for a banner.

Design and Placement

The design, method of installation and location of banners shall not endanger persons using the roadway or unduly interfere with the free movement of traffic.

An overhead banner shall have a minimum bottom height of 18 feet above the roadway, shall not be placed closer than 100 feet on either side of traffic signals, and shall not be placed so as to obstruct a clear view of traffic signals or other traffic control devices.

Contents of Banners

A banner shall not have displayed thereon any legend or symbol which may be construed to advertise, promote the sale of or publicize any merchandise or commodity, or to be political in nature.

A banner shall not have displayed thereon any legend or symbol which is or purports to be an imitation of or resembles, or which may be mistaken for, a traffic control device, or which attempts to direct the movement of traffic.

Decorations shall not include flashing lights or any other type of lights that may be distracting to motorists.

Insurance Requirements

The local governing body shall provide the Road Commission with a certificate of insurance for a commercial general liability, on an occurrence basis, in the minimum amount of \$500,000 per occurrence and \$1,000,000 aggregate. The Gratiot County Road Commission shall be named as an additional named insured on the policy.

Cancellation of Permits

A permit for the installation of a banner may be canceled by the Road Commission if the installation becomes dangerous to motorists or unduly interferes with the free movement of traffic.

ACORD. CERTIFICATE OF INSURANCE

ISSUE DATE (MM/DD/YY)

PRODUCER

XYC Insurance Agency
123 Main St
Anytown, MI 48800

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

COMPANIES AFFORDING COVERAGE

INSURED

CITY OF ABC
159 North St
Anytown, MI 48800

- COMPANY LETTER **A** ABC Insurance Company
- COMPANY LETTER **B**
- COMPANY LETTER **C**
- COMPANY LETTER **D**
- COMPANY LETTER **E**

COVERAGE

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| DESCRIPTION | TYPE OF INSURANCE | POLICY NUMBER | POLICY EFFECTIVE DATE (MM/DD/YY) | POLICY EXPIRATION DATE (MM/DD/YY) | LIMITS |
|--|--|---------------|----------------------------------|-----------------------------------|--------------------------------------|
| GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS MADE: <input checked="" type="checkbox"/> OCCUR. OWNER'S & CONTRACTOR'S PROT. | GENERAL LIABILITY | | | | GENERAL AGGREGATE \$ 1,000,000. |
| | | | | | PRODUCTS-COMP/OP AGG. \$ 1,000,000. |
| | | | | | PERSONAL & ADV. INJURY \$ 1,000,000. |
| | | | | | EACH OCCURRENCE \$ 500,000. |
| | | | | | FIRE DAMAGE (Any one fire) \$ N/A |
| | | | | | MED. EXPENSE (Any one person) \$ N/A |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> GARAGE LIABILITY | | | | |
| | | | | | BODILY INJURY (Per person) \$ |
| | | | | | BODILY INJURY (Per accident) \$ |
| | | | | | PROPERTY DAMAGE \$ |
| | | | | | |
| EXCESS LIABILITY <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/> OTHER THAN UMBRELLA FORM | | | | | EACH OCCURRENCE \$ |
| | | | | | AGGREGATE \$ |
| WORKER'S COMPENSATION AND EMPLOYERS' LIABILITY | | | | | STATUTORY LIMITS |
| | | | | | EACH ACCIDENT \$ |
| | | | | | DISEASE—POLICY LIMIT \$ |
| OTHER | | | | | DISEASE—EACH EMPLOYEE \$ |
| | | | | | |

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

DESCRIPTION OF PERMIT

CERTIFICATE HOLDER

Gratiot County Road Commission and Board of Gratiot Co. Rd. Commissioners
P O BOX 187, 200 Commerce Dr
Ithaca, MI 48847-0187

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL _____ DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

VARIANCE IN STANDARDS

A variance may be allowed by the Board only in cases involving practical difficulties or unnecessary hardship, when the record to the Board supports the following affirmative findings:

- 1) That the alleged hardship or practical difficulties, or both, are exceptional and peculiar to the property.
- 2) That the alleged hardship or practical difficulties, or both, which would result from a failure to grant the variance, include substantially more than inconvenience or inability to attain a higher financial return, or both.
- 3) That allowing the variance will result in substantial justice being done, considering the public benefits and the individual hardships that will be suffered by a failure of the Board to grant a variance.
- 4) That the condition and circumstances, which are the bases of the variance request, shall not be self-imposed.

If a variance has been granted, and the construction authorized with the variance has not been commenced within one year from the date of its approval, the grant of the variance shall be automatically withdrawn.

VALIDITY

Each section, subsection, provision, requirement, regulation or restriction established by these rules for driveway permits or any amendments or additions thereto, is hereby declared to be independent, and the holding of any part to be unconstitutional, invalid or ineffective for any cause shall not affect nor render invalid the resolution or amendments or additions thereto as a whole or any other part thereof, except as to the particular part so declared to be invalid.

Adopted and effective by the Board this 5th day of November, 1998, and revised on June 9, 2005.

GRATIOT COUNTY BOARD OF ROAD COMMISSIONERS

Chairman Wesley Federspiel

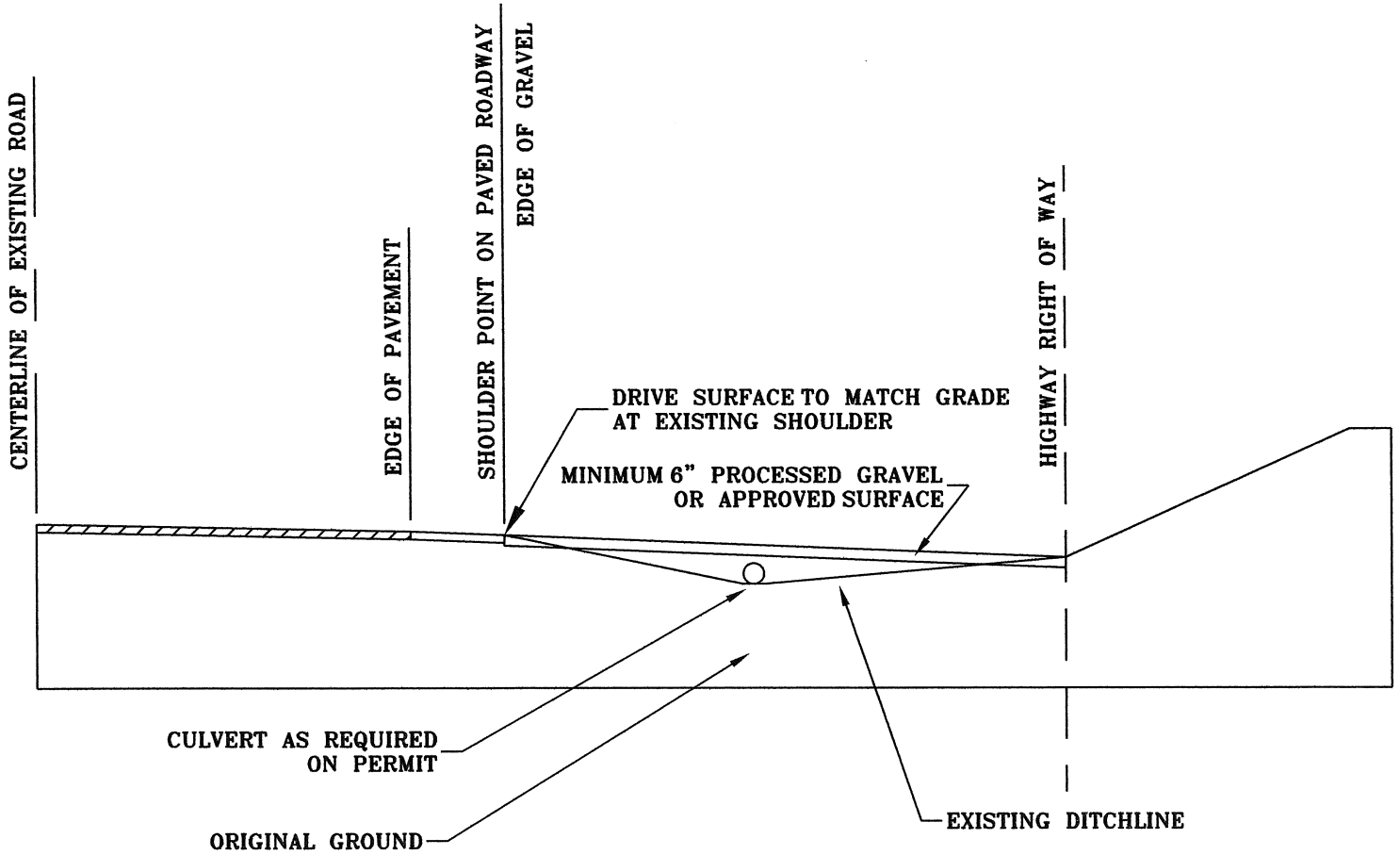
Vice-Chairman Leah R. Diefert

Member Dennis Hefley

APPENDIX A - TYPICAL DESIGN STANDARDS

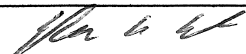
| <u>Standard</u> | <u>Page</u> |
|---|-------------|
| DRIVEWAY IN CUT SECTION..... | A.2 |
| DRIVEWAY IN FILL SECTION..... | A.3 |
| RESIDENTIAL AND FARM-FIELD DRIVEWAYS..... | A.4 |
| TWO-WAY COMMERCIAL DRIVEWAY..... | A.5 |
| TWO-WAY DIVIDED COMMERCIAL DRIVEWAY | A.6 |
| ONE-WAY COMMERCIAL DRIVEWAY | A.7 |
| PRIVATE ROAD ENTRANCE (GRAVEL APPROACH) | A.8 |
| PRIVATE ROAD ENTRANCE (PAVED APPROACH) | A.9 |
| PASSING LANE AND RIGHT-TURN LANE (CURB AND GUTTER APPROACH) | A.10 |
| PASSING LANE AND RIGHT-TURN LANE (OPEN DITCH SECTION APPROACH) | A.11 |
| LEFT-TURN PASSING LANE WARRANT | A.12 |

SURFACED/GRAVEL DRIVEWAY (CUT SECTION)

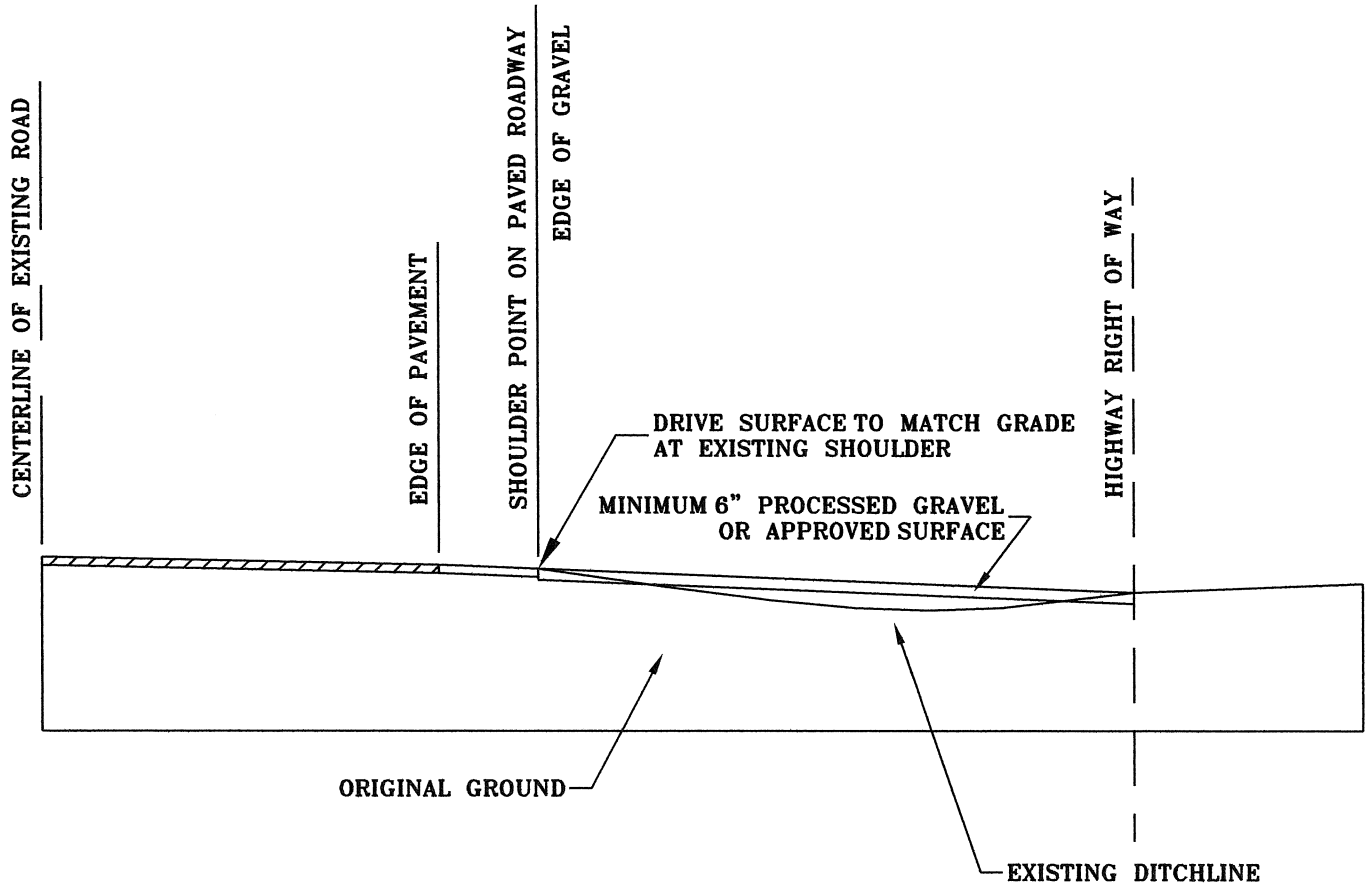


***MAXIMUM ACCEPTABLE DRIVEWAY SLOPES:**
 RESIDENTIAL & FARM FIELD DRIVE - 10% SLOPE
 ALL OTHER DRIVES - 5% SLOPE

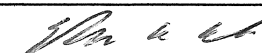
A.2

| | | |
|---|---|------------------------|
| Gratiot County Road Commission | | |
| CUT SECTION DRIVEWAY TYPICAL | | |
| May 22, 2006 PLAN DATE |  COUNTY HIGHWAY ENGINEER | 8-3-2006 APPR. DATE |

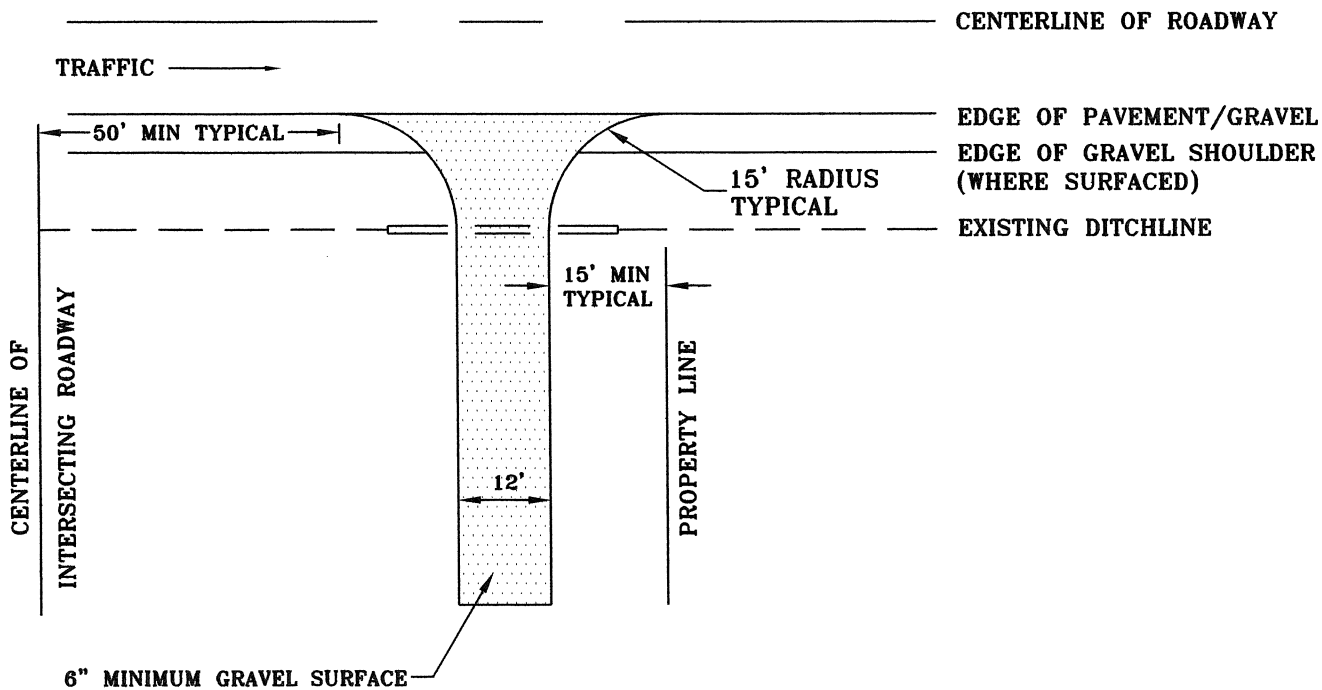
SURFACED/GRAVEL DRIVEWAY (FILL SECTION)



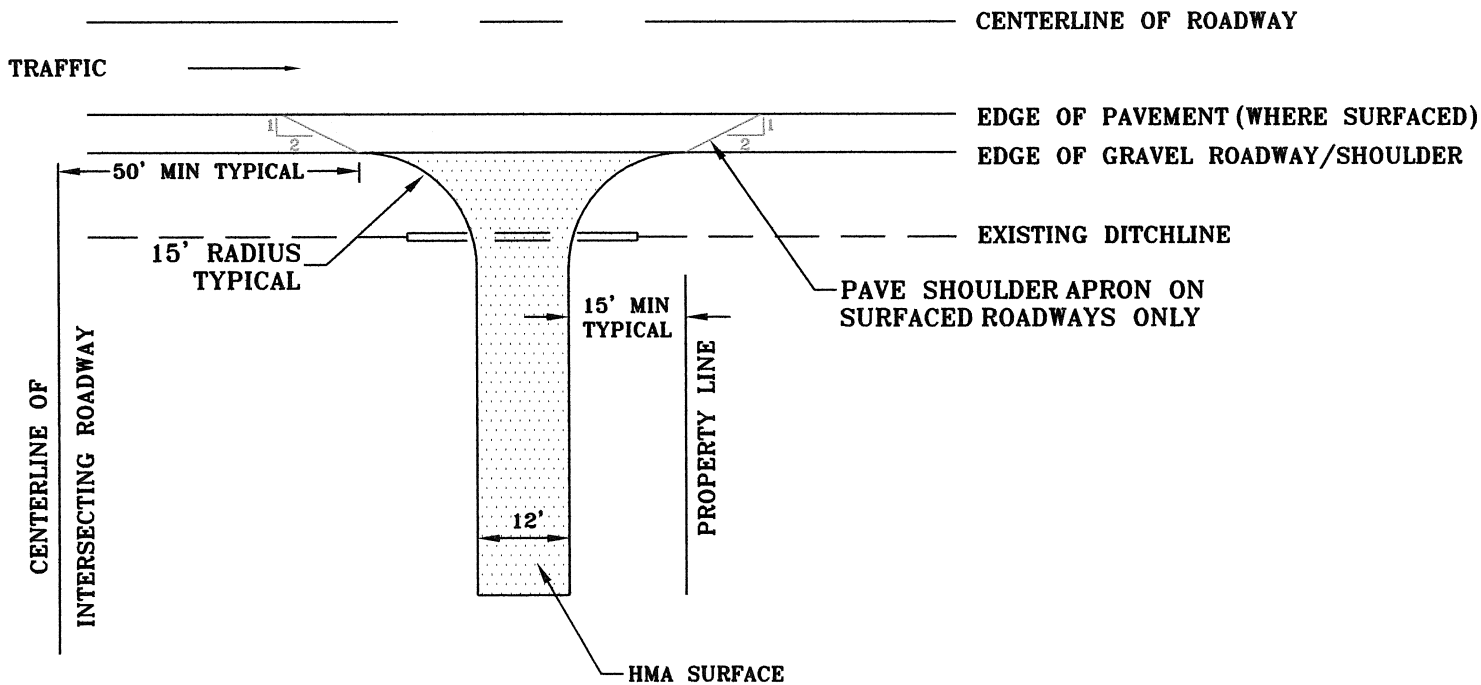
***MAXIMUM ACCEPTABLE DRIVEWAY SLOPES:**
RESIDENTIAL & FARM FIELD DRIVE - 10% SLOPE
ALL OTHER DRIVES - 5% SLOPE

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|--|--|
| Gratiot County Road Commission | |
| FILL SECTION DRIVEWAY TYPICAL | |
| May 22, 2006 PLAN DATE |  COUNTY HIGHWAY ENGINEER |
| | 8-3-2006 APPR. DATE |

RESIDENTIAL/FARM FIELD GRAVEL DRIVEWAY



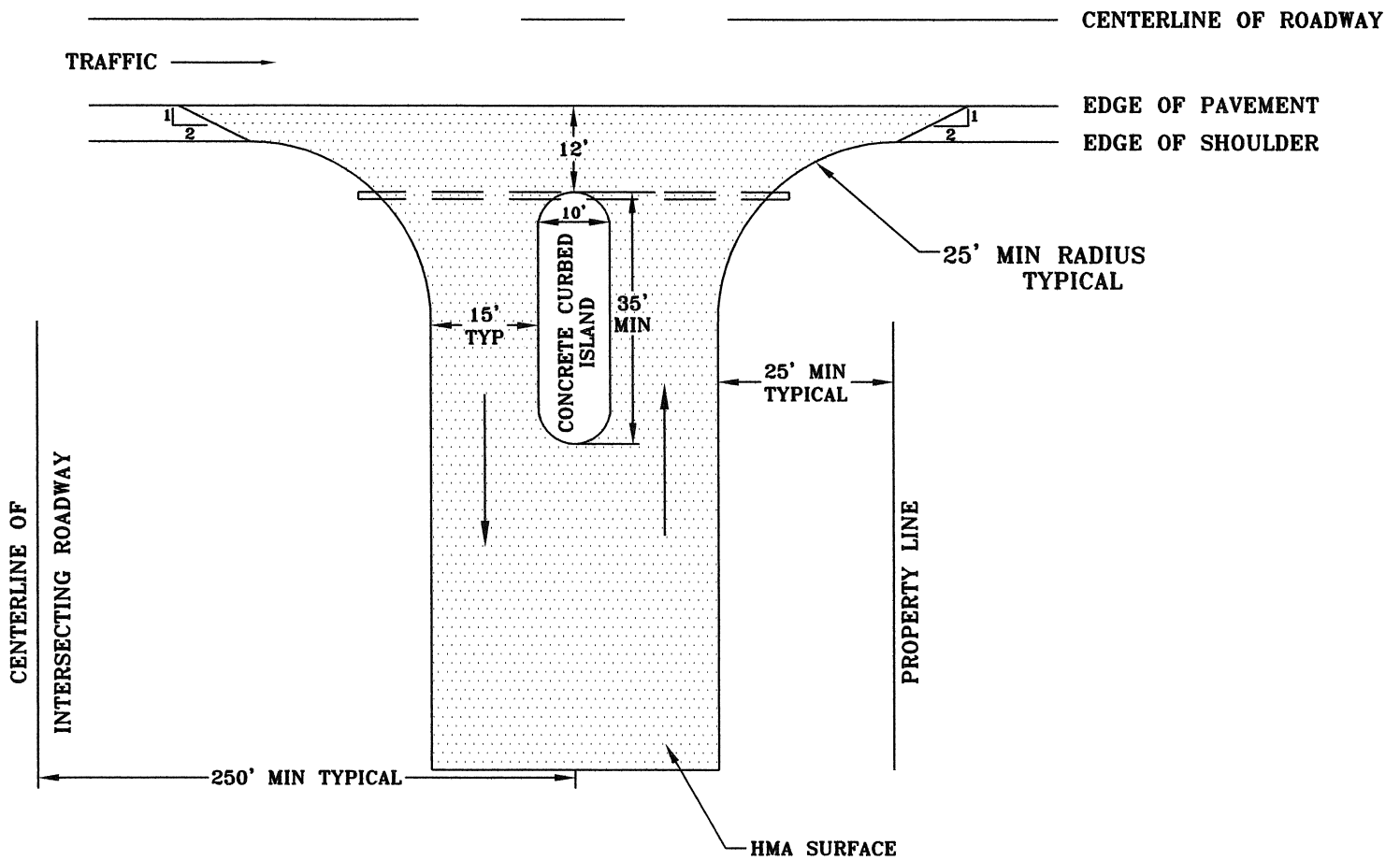
RESIDENTIAL/FARM FIELD SURFACED DRIVEWAY



A.4

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|--|---|
| Gratiot County Road Commission | |
| RESIDENTIAL/FARM FIELD DRIVEWAY TYPICAL | |
| May 22, 2006 PLAN DATE | COUNTY HIGHWAY ENGINEER 8-3-2006 APPR. DATE |

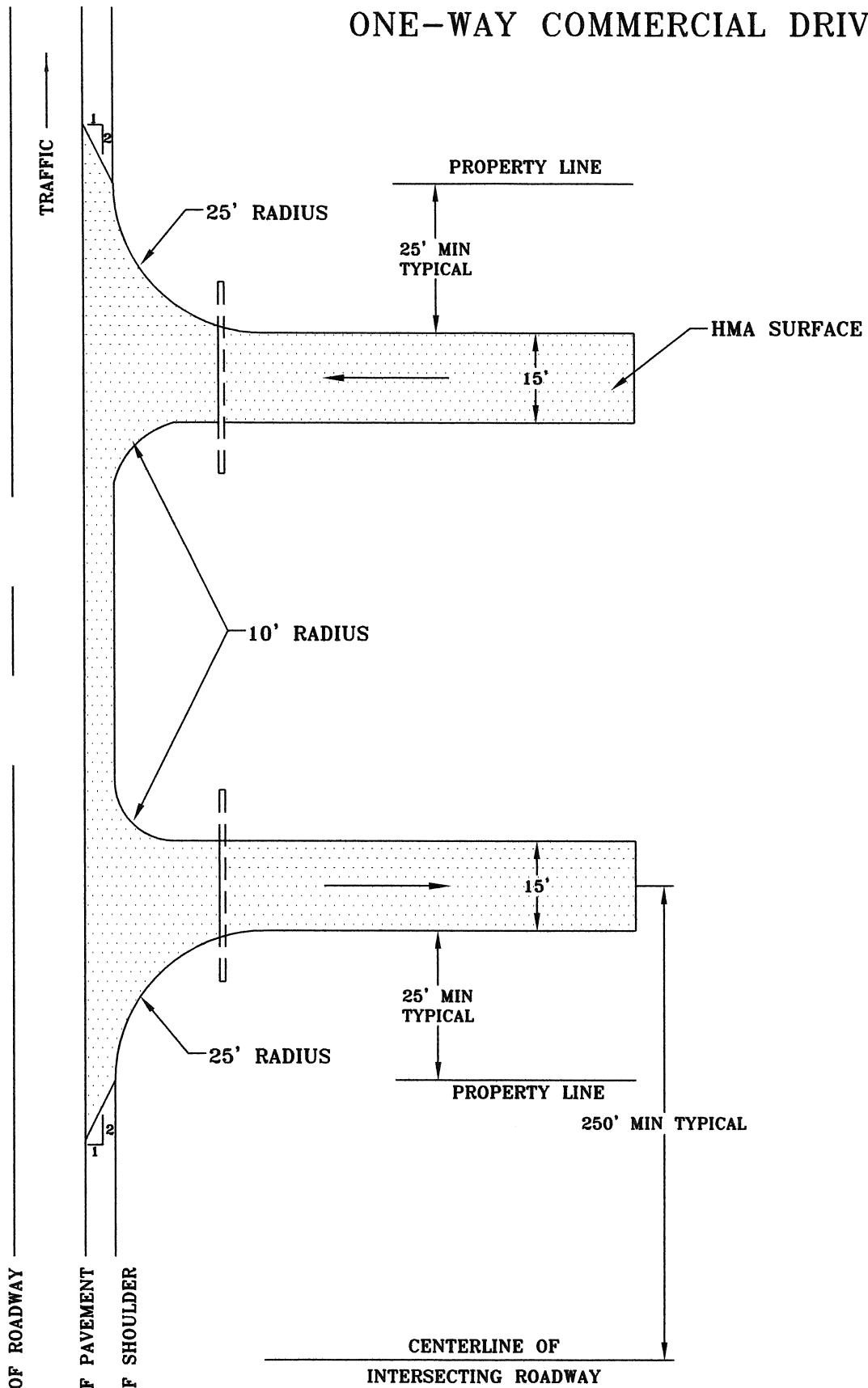
TWO-WAY DIVIDED COMMERCIAL DRIVEWAY



A.6

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| Gratiot County Road Commission | | |
| TWO-WAY DIVIDED COMMERCIAL DRIVEWAY TYPICAL | | |
| May 22, 2006 PLAN DATE | <i>[Signature]</i> COUNTY HIGHWAY ENGINEER | 8-3-2006 APPR. DATE |

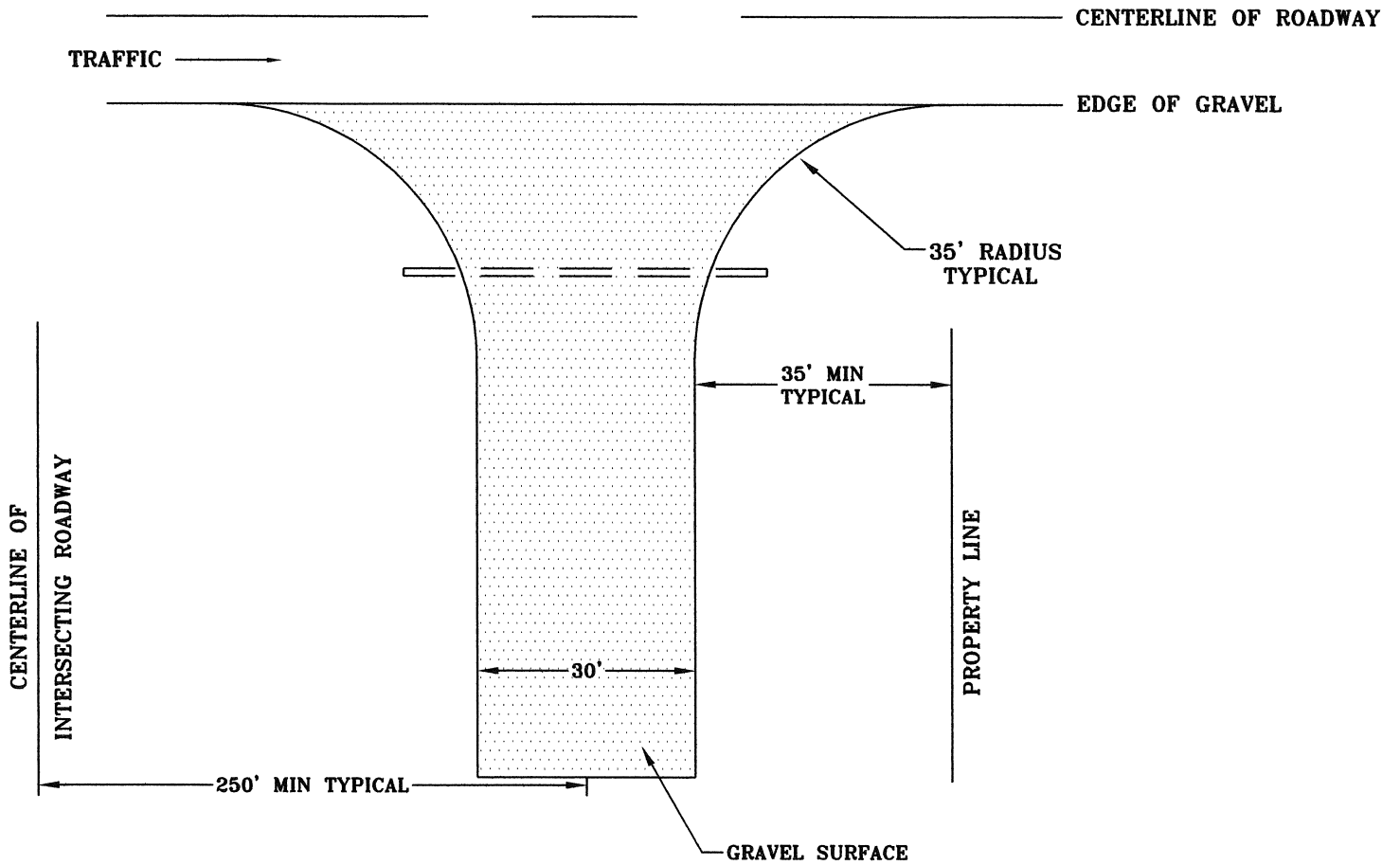
ONE-WAY COMMERCIAL DRIVEWAY



A.7

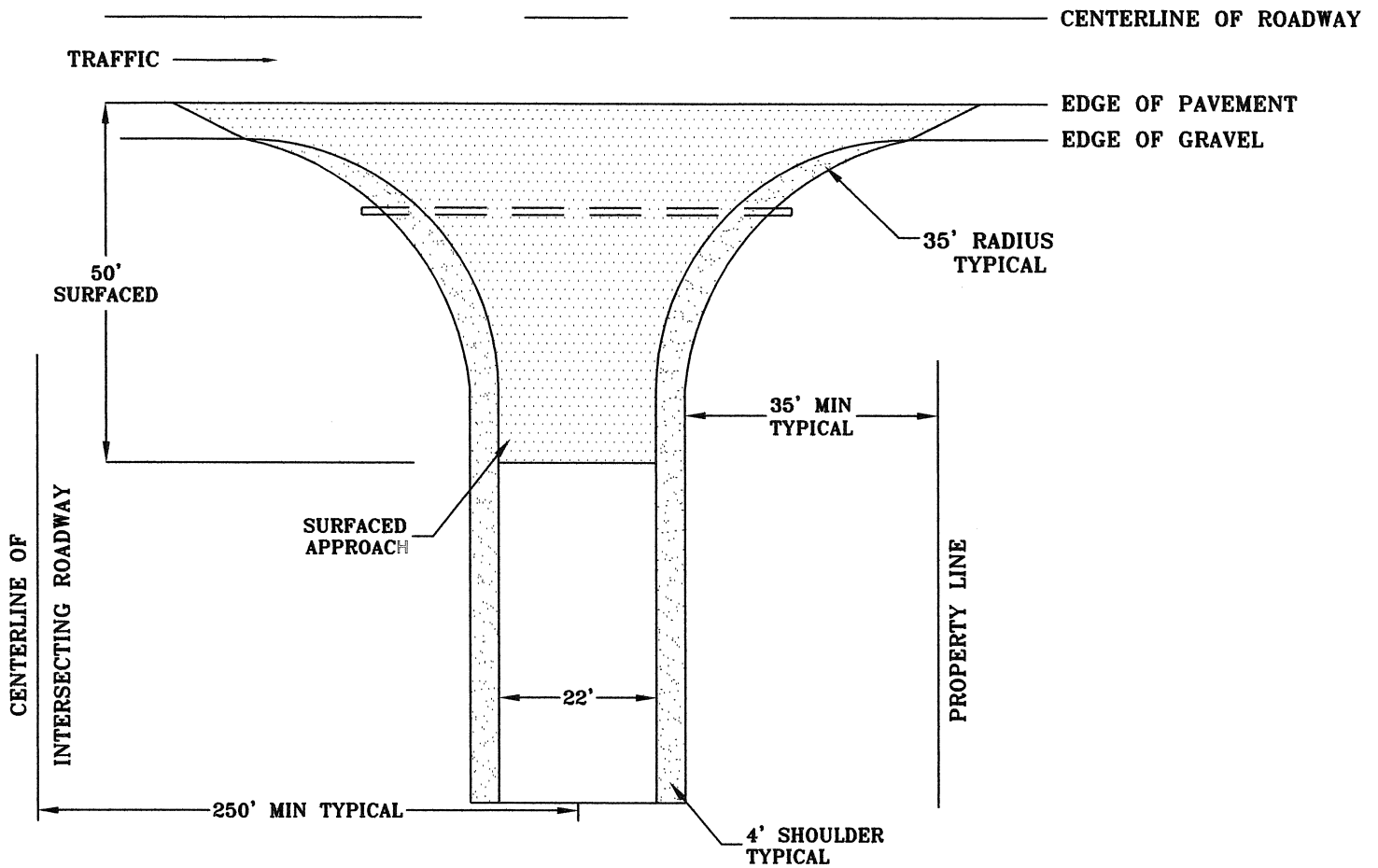
| | | |
|--|-------------------------|------------|
| Gratiot County Road Commission | | |
| ONE-WAY COMMERCIAL DRIVEWAY TYPICAL | | |
| May 22, 2006 | <i>[Signature]</i> | 8-3-2006 |
| PLAN DATE | COUNTY HIGHWAY ENGINEER | APPR. DATE |

PRIVATE ROAD ENTRANCE GRAVEL APPROACH



| | | |
|--|---|------------------------|
| Gratiot County Road Commission | | |
| PRIVATE ROAD ENTRANCE GRAVEL APPROACH TYPICAL | | |
| May 22, 2006 PLAN DATE | <i>[Signature]</i> COUNTY HIGHWAY ENGINEER | 8-3-2006 APPR. DATE |

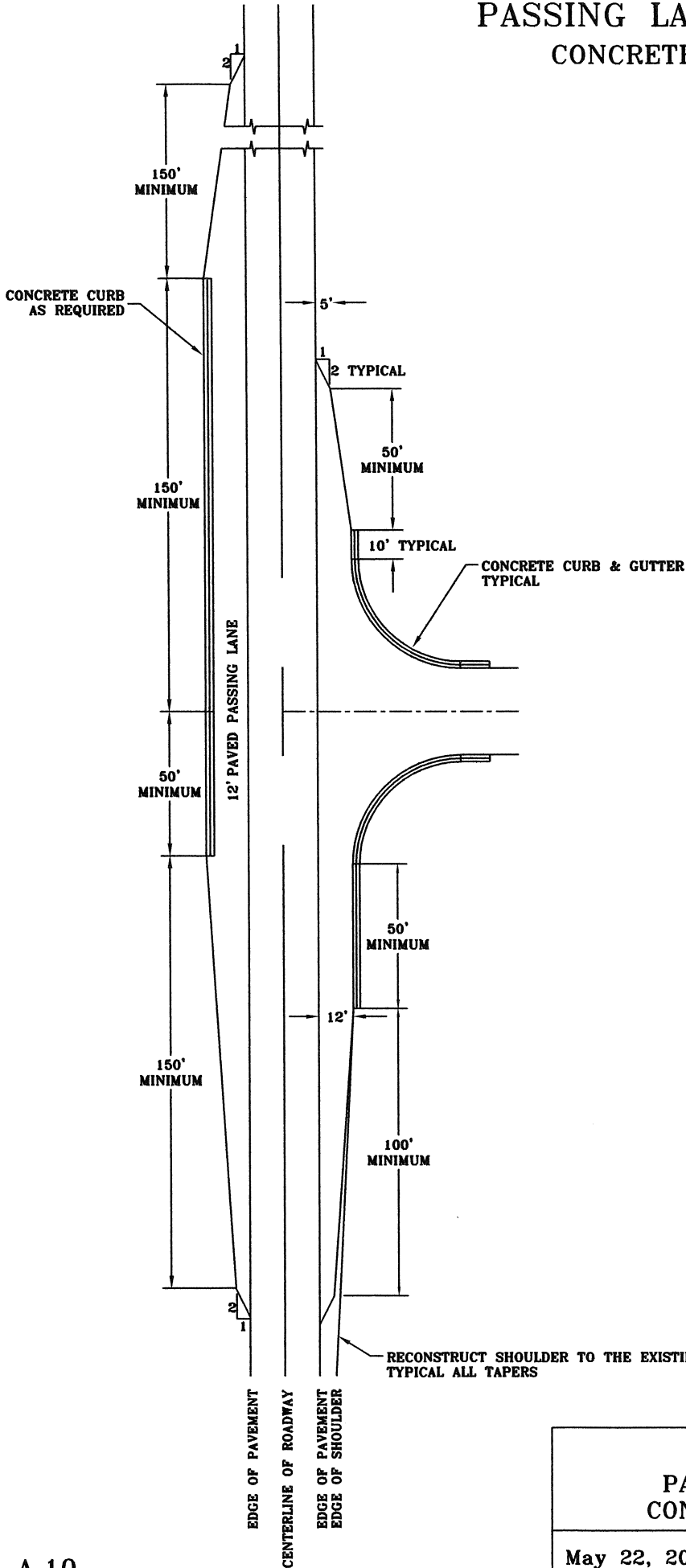
PRIVATE ROAD ENTRANCE SURFACED APPROACH



A.9

| | | |
|--|---|------------------------|
| Gratiot County Road Commission | | |
| PRIVATE ROAD ENTRANCE SURFACED APPROACH TYPICAL | | |
| May 22, 2006 PLAN DATE | <i>[Signature]</i> COUNTY HIGHWAY ENGINEER | 8-3-2006 APPR. DATE |

PASSING LANE AND RIGHT-TURN LANE CONCRETE CURB & GUTTER APPROACH

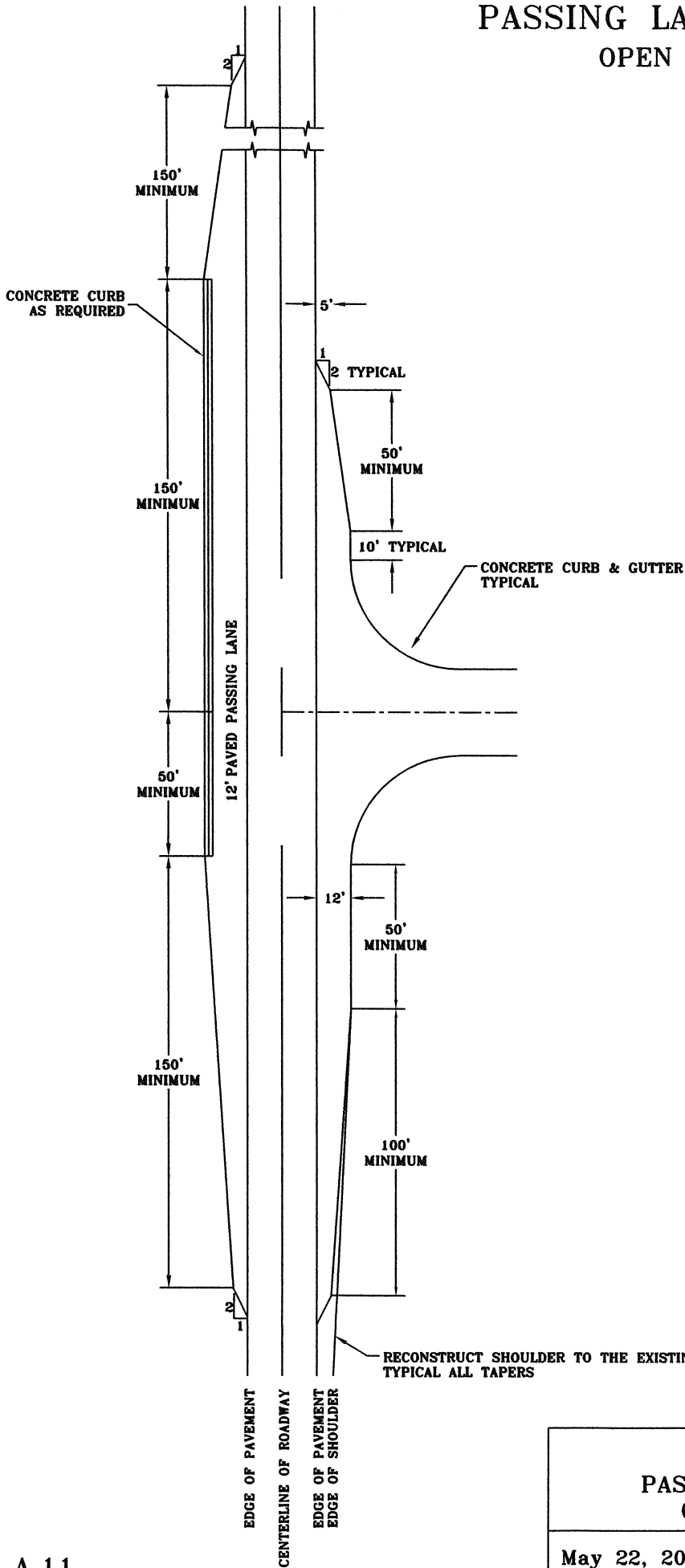


NOTE: PROVIDE FOR EXISTING ROADSIDE DRAINAGE

A.10

| | | |
|---|---|------------------------|
| Gratiot County Road Commission | | |
| PASSING LANE AND RIGHT-TURN LANE CONCRETE CURB AND GUTTER APPROACH | | |
| May 22, 2006 PLAN DATE | <i>[Signature]</i> COUNTY HIGHWAY ENGINEER | 8-3-2006 APPR. DATE |

PASSING LANE AND RIGHT-TURN LANE OPEN DITCH SECTION APPROACH



NOTE: PROVIDE FOR EXISTING ROADSIDE DRAINAGE

A.11

| | | |
|---|---|------------------------|
| Gratiot County Road Commission | | |
| PASSING LANE AND RIGHT-TURN LANE OPEN DITCH SECTION APPROACH | | |
| May 22, 2006 PLAN DATE | <i>[Signature]</i> COUNTY HIGHWAY ENGINEER | 8-3-2006 APPR. DATE |

LEFT TURN PASSING LANE WARRANT

(Based on Total Development)

