

Village of Ontonagon

315 Quartz Street, Ontonagon MI 49953

906.884.2305

www.villageofontonagon.org

Driveway Permit Application, Site Plan Review Application and Checklist

Property Number	
Property Address	
Property Owner	
Property Owner Address	
Property Owner Phone	
Property Owner E-mail	
Contractor	
Contractor Address	
Contractor Phone	
Contractor E-mail	
Proposed Erection Dates (Start to Finish)	
Zone (consult the Village Zoning map online at www.villageofontonagon.org)	

All Fence permit view/ site plan reapplications **must include** the following:

- 1) A measured to scale site plan.
- 2) A certified property survey.
- 3) An accurate description of the proposed fence materials.
- 4) Payment for the application fee.
- 5) Payment for required site review.

SECTION 5.9 GENERAL ACCESS REGULATIONS

1. ROAD AUTHORITY APPROVAL

No driveway shall connect to a public street or road without first receiving approval of the driveway location and cross section specifications from either the Local Road Agency or the Michigan Department of Transportation (MDOT) (on a state highway). However, such approval shall not be given where such curb cuts and driveways shall cause an unreasonable increase in traffic hazards, including but not limited to allowing adequate sight distance for ingress and egress.

2. DRIVEWAY PLANS AND SPECIFICATIONS

2.A. PLAN APPROVAL

contain a plan for the proposed driveway access to the premises. Such plan shall be approved by the Zoning Administrator before the issuance of a Zoning Permit. No such plan shall be approved unless such driveway access is onto a dedicated public street or road, or to a pre-existing private street or road.

2.B. ONE DRIVEWAY PER PARCEL

Each parcel with a single tax code number on the effective date of this Ordinance, which fronts on one side of a major thoroughfare, shall be entitled to one (1) driveway access from that street or highway. Subsequent division of each parcel, by metes and bounds descriptions, by plats created in accord with **P.A. 288 of 1967 as amended**, or by site condominiums in accord with **Act 59 of 1978 as amended**, shall provide access by a single public road or by an approved joint parking area or driveway, as described in Section 5.5.4. No direct additional access to the major thoroughfare shall be permitted with subsequent land divisions unless the parcel has more than six hundred (600) feet of frontage and driveway separation is at least six hundred (600) feet; except following a careful review of onsite conditions by the Ontonagon Village or MDOT, as applicable, a lesser separation distance is approved. However, if a parcel is split by a street or road, there may be a driveway on both sides of the road, provided they are both in direct alignment with one another.

2.C. SPECIFICATIONS APPLICABLE TO ALL DRIVEWAYS

- (1) Drives should enter perpendicular to the existing public street, private street, or alley.
- (2) No portion of the driveway entrance within the right-of-way shall have a grade of greater than fifteen (15) percent (1 foot vertical rise in 6.7 feet of horizontal distance) unless a greater slope is necessary because of site conditions.
- (3) The driveway shall meet clear vision standards of Section 5.4.5.3.
- (4) Driveways shall be a minimum of fifty (50) feet from the nearest right-of-way line of an intersecting road or street except on a nonconforming lot of record, in which case the maximum separation feasible shall be achieved, but in no case shall it be less than twenty-five (25) feet.
- (5) Driveways shall be designed to minimize runoff and erosion, and shall not alter existing drainage unless approved by appropriate road authority.

(6) The location of new driveways shall conform with road improvement plans or corridor plans adopted by the appropriate road authority.

(7) An individual driveway serving more than one non-residential use is permitted, but access for a nonresidential use shall not cross residentially-zoned property.

(8) The new driveways shall align with existing or planned driveways, crossovers, turn lanes or other access features provided that the resulting alignment provides safe access and if all other access requirements of this Ordinance are met.

(9) The Local Road Agency or MDOT shall inspect the constructed driveway for compliance to all standards and shall so notify the Building Inspector prior to issuance of a Building Permit.

(10) In non-residential zones, no more than one driveway shall be allowed per lot or parcel on a street unless separated by two hundred (200) feet, or unless traffic safety requires another driveway within a shorter distance as established by the Local Road Agency, or MDOT, or a qualified traffic engineer by means of a traffic impact study prepared according to MDOT guidelines, or unless additional driveways are permitted in Special Land Use standards for a particular use.

2.D. RESIDENTIAL DRIVEWAY SPECIFICATIONS

2.E. NON-RESIDENTIAL DRIVEWAY SPECIFICATIONS

Every subdivision, condominium project, PUD, commercial, industrial, or other public or private project newly constructed in the Village or which must go through site plan review shall have sidewalks or another approved walkway system meeting the following requirements:

	Residential Driveway Specifications	
Design Features	Standard Specification	Accepted Range
Intersecting Angle	90 degree	70 to 110 degree
Driveway Width	12 feet	10 to 24 feet
Entering and Exit Taper	2 feet	2 to 4 feet
Curb Cut	36 feet	18 to 75 feet
	Non-Residential Driveway Specifications*	
Design Features	Standard Specification	Accepted Range
Intersecting Angle	90 degree	70 to 110 degree
Driveway Width	24 feet	12 to 35 feet
Entering and Exit Taper	6 feet	3 to 20 feet
Curb Cut	36 feet	18 to 75 feet
*Commercial, industrial, Multi-Family (5 unit and greater)		

Applicant Signature:

Applicant Name (Please Print):

Application Date:

By signing this document I hereby certify that the proposed work is authorized by the owner of record and will comply with all applicable ordinances in the Village.

Please initial.

You must submit a building permit with the State of Michigan if required. This form covers zoning compliance with the Village of Ontonagon's ordinances.

This document is not valid until signed by both parties.

For Office Use Only:

Application review date:

Fee received:

Site plan review date:

Fee received:

Ownership Verified (initial):

Bond received:

Approval date:

Approved by:

Print name: