



ROADS AND BRIDGES DEPARTMENT OF SALUDA COUNTY

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Saluda County Pipe /Driveway Policy

It is the policy of the Saluda County Council that all residents of Saluda County should have access to their residential property if that property borders a county owned and/or maintained road. Saluda County will install one residential driveway per plat of property. To ensure proper maintenance, all driveways must be approved by the Saluda County Roads & Bridges Department Superintendent (a separate application/permit for each driveway must be submitted and approved by the Superintendent of the Saluda County Roads and Bridges Department). **Any and all driveways will be installed at the property owner's expense.** All driveways installed by the County shall be installed within the County right-of-way. Driveways other than residential are the properties owners' responsibility to install and maintain.

Saluda County **DOES NOT** construct or provide temporary driveways, agricultural driveways, or commercial driveways. Applications for such driveways must be obtained from the Superintendent of the Saluda County Roads and Bridges Department. Saluda County has the right to revoke the permit and remove the driveways located on the Saluda County right-of-way if the Superintendent of the Saluda County Roads and Bridges Department determines such relocation or removal is in the best interest of public safety and welfare. The applicant shall have no claim for damages against Saluda County for the revocation of the permit or removal of the driveway.

Saluda County Roads and Bridges Department or a reputable, licensed contractor chosen by the property owner shall construct the portion of a driveway within the right-of-way of entrances and aprons to County roads. The driveway must be located at a point necessary to render adequate ingress and egress to the abutting property. The driveway must also be located so that it does not constitute a hazardous condition. The driveways must be for access to existing developed property or property that is being developed for the use of the property owner. A standard entrance shall be 24 feet in width. If pipe "culvert" is necessary for drainage the Superintendent of the Roads and Bridges Department shall determine the size of pipe necessary to accomplish proper drainage. Driveways requiring drainage structures other than pipe (catch basins, etc.) must be brought to the attention of the Superintendent of the Saluda County Roads and Bridges Department. If wider entrances are asked for, they must be approved by the Superintendent of the Saluda County Roads and Bridges Department.

SELLING PIPE:

As a convenience to Saluda County residents, the Roads and Bridges Department will sell to private property owners drainage pipe that is on hand at the department. No special orders or deliveries will be considered or made. The cost of the pipe will be set by the Superintendent of the Saluda County Roads and Bridges Department based on the cost of the pipe and will additionally include a fee for loading the pipe on the purchaser's vehicle. The price for providing this service will be adjusted on an as needed basis to reflect the actual costs involved. Saluda County reserves the right to keep a minimum inventory of all pipes.

The following guidelines are in place to help accomplish acceptable residential driveway installation.

1. Proof of identification must be supplied by the property owner signing the application/permit at time of the application/permit submittal. (*State issued ID or Drivers License, Etc.*)
2. The property owner must request a driveway by filling out an application/permit which contains all information confirming ownership and intent to use driveway for residential use only. Any request for additional pipe up to 32 feet in width or an additional driveway must be made at the time of the initial request. This completed application/permit must be submitted to the Saluda County Roads and Bridges Department.
3. The property owner must provide a copy of the approved/filed plat establishing the property boundaries.
4. The property owner must provide one of the following documents to support their request:
 - a. A copy of a current building permit associated with the development of the property on which the driveway is to be installed.
 - b. A copy of a perk test/septic tank permit or water tap receipt for the property on which the driveway is to be installed.
 - c. A copy of the Title of Ownership / Deed.
5. Tape will be provided by the County so that the proposed location of the driveway can be marked.

The following guidelines are in place to help accomplish acceptable Commercial, Agriculture, or Temporary driveway installation.

1. Proof of identification must be supplied by the property owner signing the application/permit at time of the application/permit submittal. (*State issued ID or Drivers License, Etc.*)
2. Plans / drawings are required to be submitted with commercial driveway applications.
3. The request must be signed and dated by both the property owner and a representative from the Roads and Bridges Department.
4. The property owner must provide a copy of the approved/filed plat establishing the property boundaries.
5. The property owner must provide a copy of the Title of Ownership / Deed.
6. Tape will be provided by the County so that the proposed location of the driveway can be marked.

Upon receipt of the request for a driveway, the Superintendent of the Saluda County Roads and Bridges Department will verify that the information is complete. Verification will then be made that the property is in fact located on a Saluda County owned and/or maintained road. If it is not a Saluda County road, the property owner will be notified in writing by the Superintendent. If the property is in fact located on a Saluda County owned and/or maintained road, the driveway may be installed once the application has been approved.

DRIVEWAY ENTRANCE APPLICATION and INSPECTION FEE

A fee will be charged for processing the application and inspection of all driveways. The fee for this service will be adjusted on an as needed basis to reflect costs involved. Failure to notify the Saluda County Roads and Bridges Superintendent of the intent to privately install a driveway and failure to furnish the necessary fees shall result in removal of said driveway.

A non-refundable fee of \$50.00 must accompany an application for each new driveway entrance. This fee, if paid by check or money order, should be made out to the Saluda County Treasurer. The purpose of this fee is for processing the application, the pre-inspection, and post-inspection of said driveway entrances.

INSTALLATION FEE

There is a fee for the installation of a residential standard 24' wide driveway entrance. That fee covers the cost of materials used in the installation of the driveway entrance. The citizen will be notified of the cost after the pre-inspection. Once payment has been received the installation will be scheduled. These costs are subject to change when material prices change.

Changes in pipe size, width of entrance requested, or elimination of the need for pipe will alter the cost of the materials and therefore change the installation fee.

GENERAL INFORMATION

Driveways terminals are, in effect, low-volume intersections; thus, their design and location merit special consideration. The operational effects of driveways are directly related to the functional classification of the roadway which they provide access.

Ideally, driveways should not be located within the functional area of a roadway intersection or in the influence area of an adjacent driveway. The functional area extends both upstream and downstream from the physical intersection area. Appropriate engineering and safety factors should be considered in conjunction with these standards so that conditions unique to individual driveways are properly considered.

DRIVEWAY CLASSIFICATION

*Residential Drives (*Low traffic volume, 1-2 single family homes*)

*Agricultural Drives (*Farm land, Pasture land, etc.*)

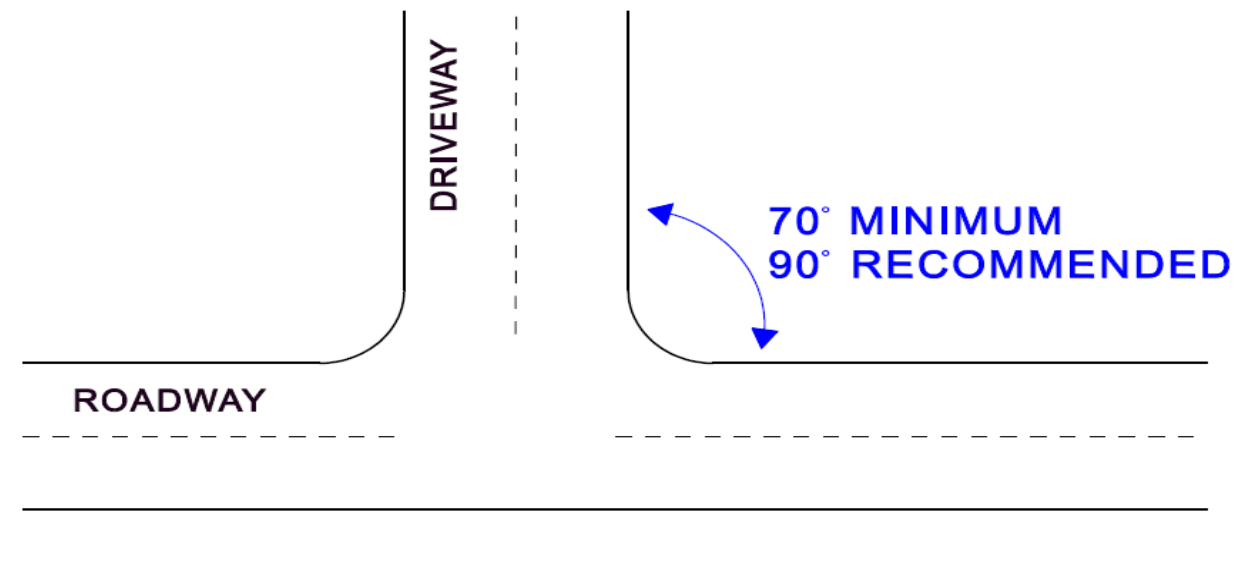
*Commercial Drives (*Medium – High traffic volume – subdivisions, small business, solar farms, etc.*)

*Temporary Drives (*Not used by the general public - logging, construction, etc.*)

DRIVEWAY DESIGN ELEMENTS

Angle of Intersection

For safety and economy, driveways should generally be at or nearly at right angles to the main road. Driveways intersecting at acute angles need extensive turning roadway areas and tend to limit visibility. The angle of a one-way and two-way driveway exiting a property shall not be less than 70 degrees and preferably should be 90 degrees as shown in the figure below.



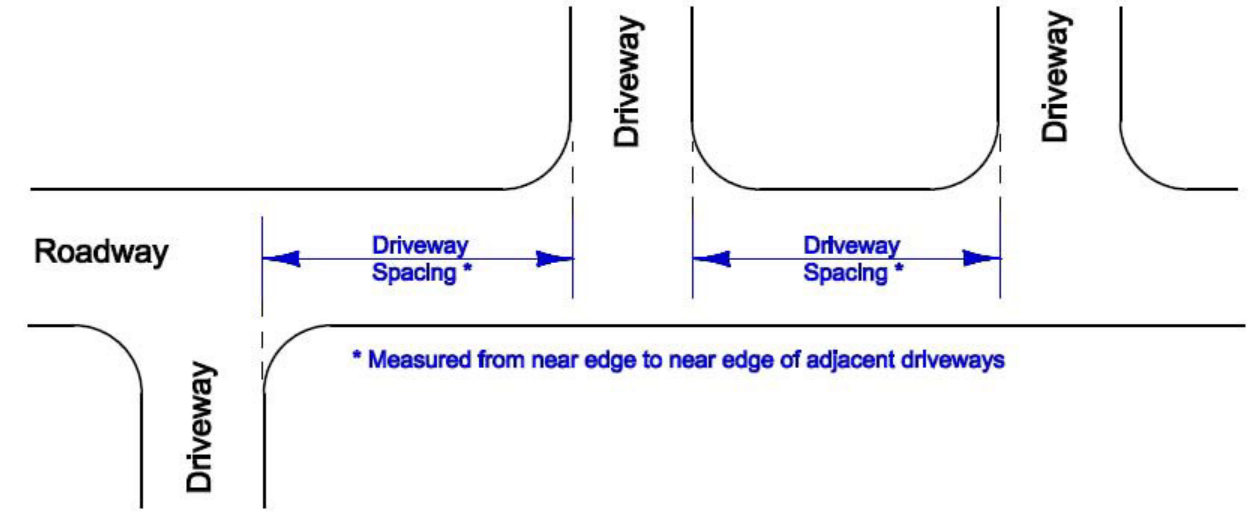
The width of driveways, exclusive of any shoulder, should be based on various conditions including the type of highway facility, the driveway volumes, the driveway alignment angle, and the turning radii. Driveway radii should be designed to provide safety and ease of vehicle movement for the largest vehicle that will regularly use the driveway.

DRIVEWAY SPACING AND LOCATION

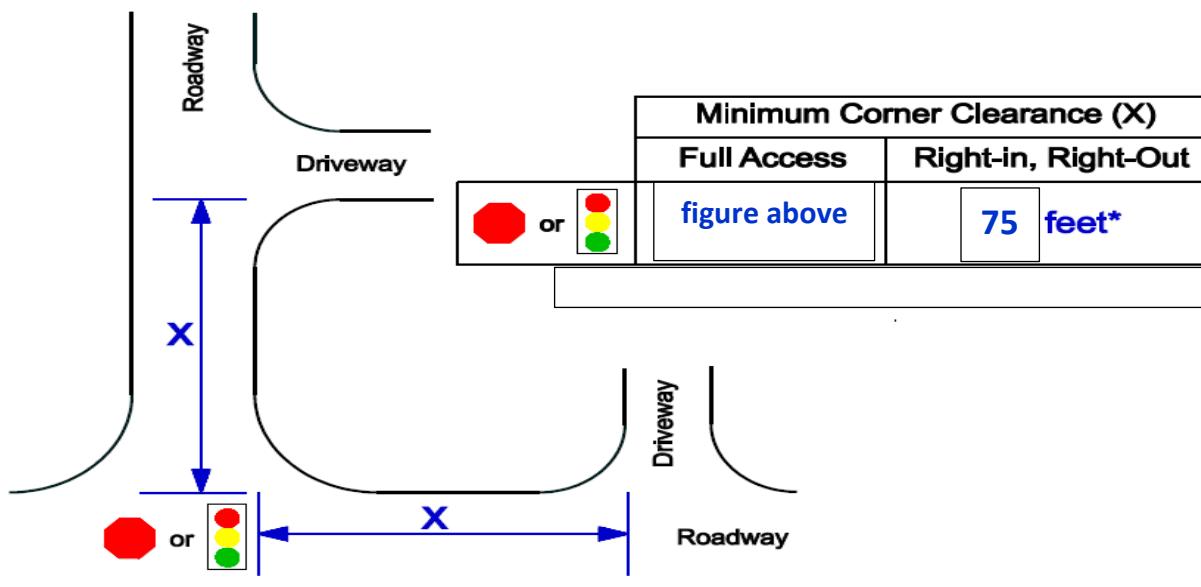
Driveways should be located to avoid undue interference with or hazard to traffic on the roadway. They should be located where there are no sharp curves or steep grades and where the provisions outlined in the following subsections are met. In the interest of public safety and convenience, the Department may restrict a point of access to a particular location along the frontage. Generally, one driveway to a given property will be allowed, situated in a safe location and in accordance with the provisions of this manual. However, additional driveways may be allowed provided the spacing requirements in the figure below are met. Driveways will be limited to the number needed to provide adequate and reasonable access to a property. Factors such as alignment with opposing driveways and minimum spacing requirements will have a bearing on the number of driveways approved. A residential property with a frontage of less than 50 feet or a commercial property with a frontage of less than 64 feet will be permitted a point of access only upon special consideration by the Department. A property with more than one frontage may have the frontages considered separately.

DRIVEWAY SPACING

Separating driveways can reduce the potential for conflict and minimize collisions. The minimum recommended spacing for driveways on county roads is 50 feet between edges of the driveways.



The minimum recommended spacing between driveways and roadway intersections is 75 feet between the stop sign location and the edges of the driveway.



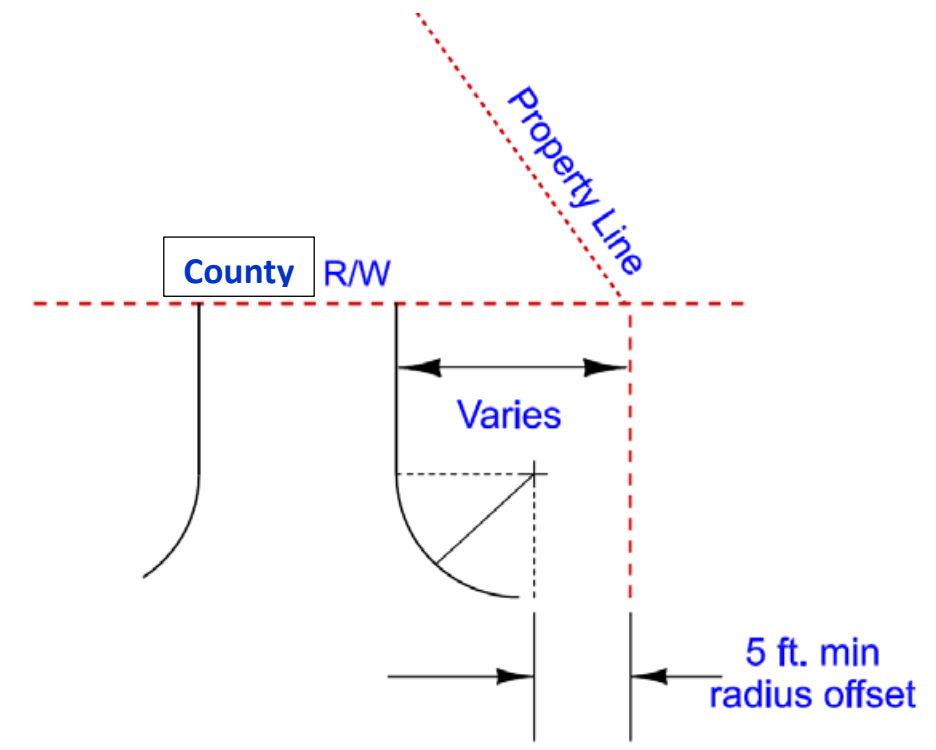
The required minimum spacing between a driveway entrance and a fire hydrant is 25 feet. This is set forth by the Saluda County Water and Sewer Authority.

Exceptions to minimum driveway spacing include the following:

- The placement of residential (low volume) driveways. These drives should be placed in a reasonable location to avoid interference with adjacent drives as determined by the Saluda County Roads & Bridges Superintendent.
- The replacement of a driveway to a property that may be lost or disrupted due to a County projects.

DRIVEWAY RADIUS OFFSET

Driveways shall have a minimum radius offset of 10 feet from the intersection of the right-of-way and as measured parallel to the driveway, a minimum radius offset of 5 feet from property lines (Shown in the figure below). If this is not feasible and the radius encroaches into the adjacent property's frontage located along the roadway, then it will be necessary for the permit applicant to obtain a letter of permission from the adjacent property owner(s).



TEMPORARY DRIVEWAYS

Any driveway which is not for use by the general public and which will be closed after being used for only a limited time may be considered a temporary driveway. The limited time shall be specified on the application and shall not exceed one year. The requirements for temporary driveways will be the same as for permanent driveways and different types of pipe are allowed. Temporary driveways shall not block existing drainage features. When the driveway is closed, all materials shall be removed and the site restored to its original condition by the applicant.

LOGGING AND CONSTRUCTION DRIVEWAYS

Driveways to logging operations and construction sites can generally be considered temporary driveways with special consideration being given to ensure that mud and debris are not carried onto the highway. **An area off the right-of-way for cleaning mud and debris off tires shall be required.** Proper warning signs shall be provided, installed, and maintained by the applicant in accordance with the *Manual of Uniform Traffic Control Devices (MUTCD)*.

DRAINAGE

Each access point shall be constructed in a manner that prevents water from flowing onto the roadway and from adversely affecting the existing storm drainage system. For example, driveways and paved areas sloping down toward the roadway should have provisions for water to be intercepted off the right-of-way and shall not have a low point within the shoulder break line. The driveway's slope between the shoulder break line and roadway edge shall be the same as the slope of the shoulder.

Pipes or ditches discharging into the roadway drainage system shall join the system at an appropriate angle and have other provisions as necessary to prevent scour, erosion, or blockage of the existing drainage components. Sediment and erosion control measures shall be shown on the application and constructed as the first phase of construction to prevent any sediment from reaching the highway right-of-way or drainage system.

The driveway application and specifications can be found on the Saluda County website at www.saludacounty.sc.gov under the Roads & Bridges Department and forms.

For more information on design and construction standards refer to SCDOT Access & Roadside Management Standards (ARMS) 2008 edition and the Saluda County Roads & Bridges Standard driveway specifications.

First amended version adopted by Saluda County Council - March 9th, 2020

Second amended version adopted by Saluda County Council – May 8th, 2023