

1.0 INTRODUCTION

These Standards have been prepared to establish the minimum requirements for access to roads owned by the Municipality of East Hants (Municipal road) or where sidewalks owned by the Municipality of East Hants (Municipal sidewalk) require crossing or alteration. Access to roads owned by the Province of Nova Scotia (Provincial road) require separate permits and approvals and these are available through the Nova Scotia Department of Transportation and Infrastructure Renewal (or its successor).

Ownership and maintenance of the access, all associated materials (culvert, fill, gravels, driveway surface, headwalls, rip rap, etc.), including ensuring that the culvert (if applicable) is open and free-flowing at all times, remains the responsibility of the landowner. The landowner is responsible for the reinstatement of any materials (Municipal roads, Municipal sidewalks, Provincial roads, etc.) damaged during road access activities. The Municipality of East Hants does not assume any responsibility for damage caused by road operations or maintenance.

2.0 PERMIT

Any person proposing to construct or alter an access (including use of an access for construction purposes) to a Municipal road, or any access that requires travel over, or that may otherwise impact a Municipal sidewalk, shall submit a permit application in accordance with the form attached as Appendix A. Any required reinstatement of a Municipal road or Municipal sidewalk will have to meet or exceed the current standards of the Municipality of East Hants. The Municipality of East Hants will approve or reject the application and in the latter case, indicate the reason(s) for rejection. In the case of a rejected application, the applicant may make the proposed installation sufficient and submit a new application.

3.0 DRIVEWAY ACCESS

3.1 DRIVEWAY WIDTH & LOCATION

Driveway width shall be measured at the edge of roadway shoulder or at the curb line, as applicable. The minimum residential driveway width shall be 3 metres. The maximum allowable residential driveway width may be up to 7.3 m, subject to review by the Department of Infrastructure & Operations.

Residential driveway width shall be uniform from the roadway to the property line except as provided herein. The edge of a driveway may follow the extended radius of the adjoining cul-de-sac or roadway curve.

Driveway widths for Commercial and Industrial land uses shall be as recommended in the latest edition of the Transportation Association of Canada Geometric Design Guide for Canadian Roads.

Unless approved otherwise, driveways shall be located a minimum of 3 metres from a property line extension. Unless approved otherwise, driveways for corner lots shall be located on the side of the lot furthest from the intersecting road.

3.2 DRIVEWAY GRADE

For driveways within open ditches, driveways shall be graded and/or crowned to eliminate drainage onto the roadway travel surface.

3.3 CULVERTS

Culvert sizes (where applicable) are based on design runoff from a 1:5 year storm. It is likely during the life of the culvert that the design runoff will be exceeded. The Municipality of East Hants does not assume responsibility for damage caused by runoff exceeding the culvert capacity.

The minimum size driveway culvert shall be 450 mm diameter. The Municipality of East Hants, will indicate on the approved Permit whether a larger diameter culvert is required. The landowner may install a larger culvert(s) with the approval of the Municipality of East Hants.

Culvert pipe shall be new and without defects. Acceptable materials include the following:

- a) Reinforced concrete pipe Class 65D meeting CAN/CSA-A257.2;
- b) Profile PVC pipe PS320 meeting CSA/CAN-B182.4.

Other pipe materials require prior approval of the Municipality of East Hants.

3.4 HEADWALLS & RIPRAP

Every culvert inlet and outlet shall have a headwall complete with wing walls installed flush with the end of the pipe. Acceptable headwall materials include the following:

- a) Precast concrete;
- b) Pressure-treated timber in good condition excluding creosote treated timber and of suitable size and construction to maintain stability; minimum thickness of timber headwall shall be 140 mm;
- c) Hand-placed rock of suitable size, shape and durability to maintain stability; minimum thickness of rock headwall shall be 300 mm.

Other headwall materials require prior approval of the Municipality of East Hants. To prevent damage to snow removal equipment, headwalls and rip rap shall not exceed the height of the driveway surface.

Culverts installed in ditches that are sloped 4 percent or greater shall have a 3 m by 3 m by 400 mm thick layer of 100 mm to 300 mm rock riprap immediately downstream of the outlet.

3.5 CONSTRUCTION

The landowner is required to give the Municipality of East Hants (Civil Engineering Technologist for the Department of Infrastructure & Operations) at least 48 hours advance notice of construction.

The landowner is responsible for erosion and sedimentation control measures in accordance with Nova Scotia Department of Environment (or its successor) requirements.

The landowner is responsible to ensure all work is carried out according to the current safety regulations of the Nova Scotia Department of Labour (or its successor).

Driveway culverts shall be installed to match the ditch slope with a grade not less than 0.75 percent. The ditch bottom shall be grubbed prior to culvert placement and this material shall be disposed of outside of the road right-of-way. The culvert shall be installed along the centerline of the ditch with the invert slightly below the original ditch bottom.

Culverts shall be installed in accordance with the manufacturer's instructions and good industry practice. Backfill shall be Type 1 gravel or good native soil free from deleterious materials and with no stones over 75 mm in largest dimension. Backfill shall be raised and compacted in maximum 300 mm layers evenly along the length and on both sides of the culvert. A minimum of 300 mm of fill is required over the top of the culvert. The top 150 mm of fill shall be Type 1 gravel.

Driveway cuts to existing curbs may be made by sawing, provided that the work is carried out using a curb cutting machine (not handheld) and the cut is uniform with no overcut. The cut shall maintain a 25 mm lip at the face of the curb and end cuts shall be sloped at 30 degrees.

The landowner is responsible to repair any damage within the road right-of-way, including but not limited to ditch, shoulder, sidewalk, adjoining properties or other areas impacted by work undertaken as part of this permit to the satisfaction of the Municipality of East Hants. The burden of proof for reinstatement of disturbed areas shall be the responsibility of the landowner.

4.0 DITCH INFILLING

The Municipality does not permit the infilling of ditches on Municipal roads.



VERSION LOG

Version Number	Amendment Description	Amendment/Policy Editor	Amendment/Policy Owner	Approver	Approval Date
01.01	Original	Director of Engineering	Director of Engineering	Council	12/14/2011
01.02	Updates to align with TAC Manual specifications	Manager of Engineering & Technical Services	Director of Infrastructure & Operations	Council	4/29/2020

CERTIFICATION

I, Kim Ramsay, Municipal Clerk for the Municipality of East Hants, hereby certify that these standards were duly approved.



Kim Ramsay
Municipal Clerk

SCHEDULE A

ROAD ACCESS PERMIT FORM

(Attached)