

**#78 TOWN OF LUNENBURG POLICY**  
**DRIVEWAY ACCESS**

**I. POLICY STATEMENT**

The following is an outline of the Town's policy when private property owners require driveway access to their property and how these requests from a private property owner are administered by staff.

**II. POLICY PROCEDURE**

Approval for the location of access to private property must be obtained from the Town Engineer prior to its installation. Access may be denied if it is determine to be unsafe for the conditions such as poor visibility or adjacent to a street with high traffic volume. For more information on driveway access which requires the installation of a culvert see Policy #48 - Ditch and/or Culvert Systems Policy.

**Permission Required**

1. Every property owner is required to obtain permission from the Town Engineer before constructing a driveway access.

**Cost and Driveway Specifications**

2. Every driveway within a street right of way shall be constructed and maintained at the expense of the property owner of the lot served and in conformance with the specifications as determined by the Town Engineer in accordance with good engineering practice.

**Separate Driveways**

3. With the exception of signalized intersections, where more than 100 vehicles will enter or leave a street in any one hour, separate driveways are required, one for egress and the other for access, subject to the following conditions:

- (a) separate driveways shall not be permitted to join or meet the roadway at an angle less than 45 degrees;
- (b) separate driveways shall be physically separated from other driveways and shall be clearly marked as an entrance or an exit to the property the driveway will serve;
- (c) separate driveways shall have a width greater than 10 feet (3m) and less than 23 feet (7m) at the point where the driveway joins the roadway.

**Two-Way Driveways**

4. (1) Driveways permitted to allow vehicles to both enter and leave a street by means of the same driveway shall conform to the following requirements:

- (a) two-way driveways shall not be permitted to join the roadway at an angle less than 70 degrees;

(b) Two-way driveways serving residentially used property with 4 or fewer units shall have a width not less than 10 feet (3m) and not greater than 16 feet (5m) at a point where the driveway meets the edge of the public right of way, except where the property frontage exceeds 60 feet (18 m), a driveway up to 20 feet (6m) in width may be permitted;

(c) Two-way driveways serving commercially, institutionally or residentially used property with 5 or more units shall have a width not less than 23 feet (7m) and not greater than 33 feet (10m) at a point where the driveway meets the edge of the public right of way;

(d) Two-way driveways serving industrial used property or property which is zoned for industrial or construction and demolition use shall have a width not less than 33 feet (10m) and not greater than 39 feet (12m) at a point where the driveway meets the edge of the street right of way.

(2) Notwithstanding subsection (1), where there are limiting or special circumstances, the Engineer may approve a driveway width subject to special conditions, where in the opinion of the Engineer the driveway will not affect the safe movement of traffic.

### **Maximum Number of Driveways**

5. (1) The Engineer shall not give permission to construct a driveway which does not conform to the following requirements:

(a) no more than one driveway may serve any residentially used or zoned lot having less than 100 feet (30m) of frontage on one street, except where the lot is a corner lot or fronting on two local streets in which case one driveway on each street may be permitted;

(b) no more than two driveways may serve any residentially used or zoned lot which having less than 600 feet (180m) and more than 100 feet (30m) of frontage on one street;

(c) no more than two driveways may serve any commercially used or zoned lot having less than 100 feet (30m) of frontage on one street;

(d) no more than three driveways may be permitted to serve any commercially used or zoned lot which has less than 600 feet (180m) and more than 100 feet (30m) of frontage on one street.

(e) any lots having more than 600 feet (180m) of frontage on one street may be permitted an additional driveway for each additional 500 feet (150m) of lot frontage on the street.

(2) Notwithstanding subsection (1), the Engineer may refuse more than one access where the additional access would affect the safe movement of traffic on the street due to high traffic volumes or other reason.

(3) Notwithstanding subsection (1), where there are limiting or special circumstances, the Engineer may approve an additional driveway subject to special conditions, where in the opinion of the Engineer the driveway will not affect the safe movement of traffic.

### **Proximity to Intersections**

6. (1) No driveway shall be located;

- (a) within 100 feet (30m) of a street intersection controlled by traffic signals;
- (b) within 100 feet (30m) of the intersection of a major street;
- (c) within 25 feet (8m) of the intersection of a local street;

measured from the nearest street line of the intersecting street or property line where no street line exists.

(2) Notwithstanding subsection (1), the Engineer may approve a driveway where there is no other means of access to the lot, and in such cases, the Engineer may give permission subject to any condition which, in the opinion of the Engineer, will minimize the impact to traffic by reason of said access.

(3) Notwithstanding subsection (1), the Engineer may refuse access, or approve access subject to special conditions, where there are limiting circumstances such as compound curves, right turn by-pass lanes, acceleration or deceleration lanes.

### **Sight Distances**

7. (1) All driveways shall meet minimum stopping sight distances requirements in conformance with the specifications as determined by the Engineer in accordance with good engineering practice.

(2) Notwithstanding subsection (1), the Engineer may approve a driveway where there is no other means of access to the lot, and in such cases, the Engineer may give permission subject to special conditions.

### **Driveway Drainage**

8. Driveways shall be constructed and maintained so as to prevent surface drainage, dirt or dust from private property such as to constitute a nuisance or hazard or in such amount as will enter the public sewer system, from being carried onto the street or sidewalk by means of the surface of a driveway.

Clerk's Annotation For Official Policy Book

Date of Notice to Council Members  
of Intent to revise (7 days minimum): March 22, 2016

Date of Passage of Policy: April 12, 2016

I certify that this Policy was adopted by Council as indicated above.

\_\_\_\_\_  
Municipal Clerk

\_\_\_\_\_  
Date