


CITY COMMISSION POLICY

GRAND RAPIDS  MICHIGAN	NUMBER: 1000-23	HISTORY FILE # DATE
	DATE: June 10, 2003	
	FILE NUMBER: 71288	
	DEPARTMENT: Traffic Safety	

SUBJECT: **REQUEST FOR MULTIPLE RESIDENTIAL DRIVEWAYS**

PURPOSE: To establish criteria for the review and permitting of more than one driveway to single family residential properties.

POLICY:

1. Submission requirements:

Applicants for an additional driveway shall submit a plan showing the existing property and all features of the property, the proposed drive location and any other feature that may impact on the drive location. The applicant should also submit any additional documentation which may bear on the request. The information should include but not be limited to; the need for additional access, the intended use of the additional drive, any impact upon street and / or culvert drainage.

2. Review Criteria:

Each request will be reviewed for the following criteria:

- Impact on street traffic
- Sightlines
- Distances to other driveways and street intersections (a 25-foot separation is required between city street intersections, a 25-foot separation is recommended for driveways and alleys).
- Overall design (e.g. grade, width, paving material; typical driveway design details are shown on pages P/2 – P/3A in the City's Standard Construction Specifications)
- Drainage Impact
- Intended use of driveway. (A driveway proposed for the sole use of storage / parking for a recreational or other vehicle/s will not be allowed).
- Setbacks from property lines (minimum setback should conform to the area regulations of the Zoning Code, for R-1 the minimum is 7 feet)

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- The amount of property frontage occupied by driveways (no more than 40% is allowed).
- Amount of lot to be covered by impervious material (50% maximum allowable)
- Impacts on public and private utilities
- Impacts on sidewalks and pedestrian safety
- Driveways to residential properties are limited to two.

Each request will be reviewed by the Engineering, Planning and Traffic Safety Departments. If there is an impact on public or private utilities the impacted utility department or company shall also review and approve the request. A request may be denied by any of these Departments for non-conformance with the above criteria.

3. Permits:

If the above listed Departments approve the request for an additional driveway, the Traffic Safety Department will issue a permit for the additional driveway. The permit may contain construction requirements and / or use restrictions. A permit for work within City right-of-way is still required for construction of the driveway.

4. Appeals of Denied Requests:

An appeal of a denied request shall be forwarded to the City Manager's office. The City Manager, or his designee, will review all applicable information pertaining to the request for appeal and shall make a final determination on the request.