



## Public Right-of-Way Access Permit Application (JCMC 17.85)

1171 Elm Street/PO Box 250  
Junction City OR 97448  
541.998.3125  
www.junctioncityoregon.gov

**Complete this form if you are requesting a new access or modification/removal of an existing public right-of-way.**



- **FEES** - \$20/curb cut; \$25 for first 150 linear feet of sidewalk, \$5 for each additional 50 foot segment.

### Why a permit?

Community character is protected by well-designed roads and access systems. Access permits reduce traffic accidents, personal injury, and property damage due to poor design. Better access improves the safety and operation of our roads. This process protects the public investment in existing transportation systems and reduces the need for expensive repairs. Access management allows for the orderly layout, land use, and conservation of resources.

**INSPECTIONS:** Call 541.998.3125 to schedule inspections (forms & final).  
Allow 2-3 business days before work.

### Property Information:

**Owner Name:**                      **Job Address:**                      **Owner Phone:**

| Type of Work:<br>(circle) | Sidewalk |        | Driveway/Secondary Access |               |        |
|---------------------------|----------|--------|---------------------------|---------------|--------|
|                           | New      | Repair | New                       | Modify/Repair | Remove |

### Contractor Information:

**Name:**                      **Address:**                      **Phone:**

### Description of Work

**Note: a site plan of the work is required. Use the back of this application.**

## **Site Plan**

**Site Plans must contain:**  Street Name (s)     Property Lines     North Arrow

Access Points (driveways etc)     Sidewalks/Bikeways/Walkways     Intersections (if any)

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### **GUZI gY 'Fci hYc D'Ubb]b[ 'CZ]W**

|   |                |           |
|---|----------------|-----------|
| Approved <input type="checkbox"/> Denied <input type="checkbox"/> | Approved By:   |           |
| Fees:   | Amount Due: \$ | Date Paid |
| Reason for Denial/Comments:                                       |                |           |

requirements of this manual shall be met for both present and future conditions.

- f. Grade changes of more than one percent (1%) shall be accomplished with vertical curves. Vertical curve K-values shall conform to the values listed below. The vertical curve K-value shall be defined as the length of the vertical curve divided by the algebraic difference between the tangent street grades ( $K = L/A$ ).

| <b>DESIGN CONTROL FOR VERTICAL CURVES BASED ON STOPPING SIGHT DISTANCE</b> |  |  |
|--|--|--|
| <b>Design Speed<br/>MPH</b>  | <b>Crest Vertical Curve,<br/>Minimum K-value</b> | <b>Sag Vertical Curve,<br/>Minimum K-value</b> |
| 20   | 10   | 20   |
| 25   | 20   | 25   |
| 30   | 30   | 35   |
| 35   | 40   | 45   |
| 40   | 60   | 55   |
| 45   | 80   | 70   |

- g. Street grades, intersections and super-elevation transitions shall be designed to not allow concentrations of stormwater to flow across travel lanes.
- h. Slope easements shall be dedicated or obtained for the purposes of grading outside of the right-of-way or to ensure that roadway fill slopes are not disturbed.

## **2.17 CROSS SECTIONS AND CROSS SLOPES**

### **a. General**

- 1) Cross-slope of the street section shall be a parabolic crown section per the standard details, with an average cross slope of not less than two percent (2%) or more than five percent (5%). Unless precluded by cross slope limits, the crown of the street shall be a minimum of 1-inch above the top of the curb elevation.
- 2) Symmetrical street cross sections with opposite curbs at the same level are preferred.
- 3) Off-set crown cross-sections are acceptable only where required due to sidehill lies and to match existing facilities. Off-set crowns shall not exceed 12 inches between the high curb and the low curb.

4) Shed roof sections are not acceptable for public streets.

b. Superelevation

1) Use of superelevations shall be prohibited unless specifically authorized by the Public Works Director. Criteria for approval of the use of superelevations shall generally conform to the requirements for variances as outlined under Division 1.

2) Off-set crown sections are not acceptable as super elevation sections.

3) Maximum superelevation allowed for City streets shall be six percent (6%) on arterials and four percent (4%) on collectors and continuing residential streets.

4) Super elevation transitions shall be designed to not allow concentrations of storm water to flow over the travel lanes.

**2.18 GRADING WITHIN PUBLIC RIGHT-OF-WAY**

a. Grading for local street and commercial/industrial classifications shall not exceed the following slopes:

1) From curb to 1 foot behind the sidewalk: Two percent (2%) upward.

2) From 1 foot behind sidewalk to property line: 5H:1V upward or downward.

3) Within the street frontage public utility easement: 5H:1V upward or downward.

4) Outside of right-of-way and private utility easement: 2H:1V up or down outside the public utility easement.

b. Side slopes may be increased to 2H:1V up or down within 2 feet from the back of the sidewalk with approval from the Public Works Director and affected utilities.

**2.19 CURBS AND GUTTERS**

a. All streets shall include curbs on both sides except in the situations of interim width improvements. The minimum tangent curb gradients shall be as outlined under Section 2.16, 'Vertical Alignment'.

b. The standard curb for City Streets shall be Type A curb and gutter for all road classifications.

c. The ends of all curbs shall be tapered downward to prevent damage to vehicle tires.

d. A six (6) inch curb exposure is normally required on residential streets and streets with curb and gutter. A seven (7) inch exposure is required on all streets where Type C curbs

are allowed.

- e. A minimum of two (2) curb weep holes, three (3) inches in diameter, shall be provided for each lot. Drain pipe shall be provided under all sidewalks to connect to all curb weep holes. The location of all weep holes shall be shown on the drawings as outlined in Division 1.
- f. When new curbing is being placed, a stamp shall be placed to mark where each water, sanitary sewer or storm drain service lateral crosses the curblines. The curbs shall be marked on the top of the curbs with an imprinting stamp a minimum of 2-inches high. The impression for a water service shall be the letter "W". The impression for a sanitary sewer service shall be the letter "S". The impression for a storm drain service shall be the letter "D".

**2.20 SIDEWALKS**

- a. Sidewalks shall be provided on both sides of curbed streets for all road classifications.
- b. Drain pipe shall be installed under sidewalks to connect to all curb weep holes.
- c. Handicap access ramps meeting current ADA standards shall be provided at all corners of intersections where crossing is permitted, regardless of curb type, and at the ends of all sidewalks.
- d. Handicap access ramps shall be located so as to avoid conflict with storm drain catch basins.
- e. Sidewalks shall be constructed of concrete, and shall be a minimum of 4-inches thick except at driveway crossings, which shall be a minimum of 6-inches thick. Sidewalks shall meet the minimum widths outlined below.

| <b>MINIMUM SIDEWALK WIDTHS</b> |  |   |
|--------------------------------|--|---|
| <b>Street Classification</b>   | <b>Min. Sidewalk Width from back of curb</b> | <b>Location unless otherwise approved</b> |
| Highway 99W                    | 6.0 ft or current ODOT standard              | Curblines                                 |
| Arterial Street                | 5.0 ft                                       | Curblines                                 |
| Collector Street               | 5.0 ft                                       | Curblines                                 |
| Commercial or Industrial Str.  | 5.0 ft                                       | Curblines                                 |
| Local Street                   | 5.0 ft                                       | Curblines                                 |

- f. Water meters, utility poles, etc. are not permitted within sidewalks unless authorized in writing by the City Department of Public Works.
- g. Where clustered mailboxes or other objects larger than single mailboxes are within a sidewalk, the sidewalk shall be widened to provide clearance equal to the required sidewalk width. In no case shall the sidewalk clear space be less than 48 inches. All existing mailboxes shall be set on new posts at the time of sidewalk construction.
- h. Sidewalks to be constructed in conjunction with street improvements provided as part of a development may be deferred at the City's option until building construction except for the following situations:
  - 1) Arterial or collector streets fronting corner lots.
  - 2) Sidewalks along streets from which access is restricted to the fronting lot.
  - 3) Sidewalks fronting existing structures.
  - 4) Offsite sidewalks not abutting the property within the development.
  - 5) All required ADA handicap access ramps.

## **2.21 INTERSECTIONS**

- a. The interior angle at intersecting streets shall be kept as near to ninety degrees (90°) as possible and in no case shall it be less than seventy-five degrees (75°).
- b. Sidewalk access ramps meeting current ADA standards shall be provided at all corners of intersections where crossing is permitted, regardless of curb type.
- c. Streets intended to be posted with a stop sign or streets intersecting with a greater functional classification street shall provide a landing conforming to the requirements outlined under Section 2.16, Vertical Alignment and Street Grades.
- d. The intersection of an arterial or collector street with another street shall have a minimum 100 feet centerline tangent adjacent to the intersection as measured from the curblines of the intersected street. Other streets shall have at least 50 feet of tangent adjacent to the intersection.

- e. Curb radii at intersections shall be as shown below for the various functional classifications. The right-of-way radius at intersections shall be sufficient to maintain the same right-of-way to curb spacing as the lower classified street.

| MINIMUM INTERSECTION CURB RADIUS |                 |                  |                              |              |
|----------------------------------|-----------------|------------------|------------------------------|--------------|
| Street Classification            | Arterial Street | Collector Street | Commercial/Industrial Street | Local Street |
| Arterial Street                  | 40 feet         | -                | -                            | -            |
| Collector Street                 | 30 feet         | 30 feet          | -                            | -            |
| Commercial or Industrial Str.    | 40 feet         | 40 feet          | 40 feet                      | -            |
| Local Street                     | 25 feet         | 25 feet          | 30 feet                      | 20 feet      |

## **2.22 CLEAR VISION AREA**

- a. Clear vision areas shall be maintained at each access to a public street and on each corner of property at the intersection of two streets or a street and a railroad.
- b. No fence, wall, hedge, sign, or other planting or structure that would impede visibility between two (2) feet and eight (8) feet shall be established in the clear vision area. Measurement shall be made from the top of curb or, where no curb exists, from the street centerline grade.
- c. The clear vision area shall consist of a triangular area, two sides of which are right-of-way lines or a right-of-way line and access easement line. Where right-of-way lines have rounded corners, the right-of-way lines shall be extended in a straight line to the point of intersection and so measured. The third side of the triangle shall be a line connecting the non-intersecting ends of the other two lines.
- d. For single use residential driveways, the clear vision area shall consist of a triangular area, two sides of which are the curb line and the edge of the driveway. Where no curbs exist, the future location of the curb based on full street improvements shall be used.

- e. The following measurements shall establish the clear vision areas:

| <b>CLEAR VISION AREA MEASUREMENTS</b>   |  |
|---|--|
| Zoning and Intersection Type  | Measurement Along Each Lot Line or Drive Edge <sup>1</sup> |
| Residential Zone, Street Intersection   | 30 feet  |
| Residential Zone, Common Use and Alley Intersection   | 10 feet  |
| Residential Zone, Single Residential Driveway   | 10 feet  |
| C2 Zone, All Streets, Alleys & Driveways  | feet   |
| All Other Zones, All Streets, Alleys & Driveways  | 15 feet  |
| All Other Zones, When Intersection Angle Less Than 30 degrees   | 25 feet  |
| <sup>1</sup> At the intersection of different classification streets, the measurement shall apply to the measurement along the right-of-way line as specified for each street classification. |  |

- f. The preceding provisions shall not apply to the following:

- 1) A public utility pole.
- 2) A tree trimmed (to the trunk) to a line at least eight (8) feet above the level of the intersection.
- 3) An official warning sign or signal.
- 4) A place where the natural contour of the ground is such that there can be no cross visibility at the intersection.

### **2.23 CUL-DE-SACS, TURNAROUNDS**

- a. Cul-de-sacs shall be as short as possible and shall have a maximum length of 400 feet long and serve no more than 18 dwelling units.
- b. The standard details show the minimum requirements for cul-de-sac turnaround areas. Other turnaround geometries may be used when conditions warrant and the Public Works Director approves the design and application of its use.