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Lianne Bedard

Town Clerk

HARTFORD MAINE

ROAD CONSTRUCTION STANDARDS

Fourth Edition

Shoreland Zoning, Floodplain management, Building Lot Standards, and Subdivision Ordinances have been printed separately.

CONSTRUCTION STANDARDS ORDINANCE FOR NEW ROADS

Article I. Purpose:

The purpose of the ordinance is to promote the health, safe, and public welfare of the residents of Hartford through establishing standards for the design and construction of all new roads, as well as roads currently not maintained by the town.

Article II. Authority: Title 30-A Sects. 3001 & 3004.

Article III. Administration:

The ordinance shall be administered by the Board of Selectmen and the Road Commissioner who will consult professions, such as engineers, as needed, at the expense of the applicant.

Article IV. Applicability:

This ordinance shall not apply to subdivision roads which are governed by Hartford’s Subdivision Ordinance, nor to private roads or private driveways, nor to existing town-maintained roads. The ordinance shall apply to roads proposed for acceptance by town meeting, but not currently maintained by the town. Should an applicant or a group of applicants request acceptance of a road(s) not currently maintained by the town; and thereby change the status to maintenance by the town, the applicant(s) shall bear responsibility for payment of the cost of hiring any experts needed to ensure that the road meets town standards.

Article V. Design and Construction Standards:

1. The town shall require a deeded 50-foot Right of Way (ROW) and 100x100 foot turn-around if maintenance is to be provided by the town.
2. Any extension of an existing road shall be at the same as, or greater, width of the existing road.
3. Adequate drainage provision shall be made for disposal of all surface water and underground water through ditches and culverts of standard design to meet Maine DOT specification and/or storm water drainage systems and catch basins where necessary. Drainage design shall be based on the 100-year storm event where a stream or brook is involved. All other culverts shall meet a minimum of 15 inches.
4. Slopes and ditches shall be graded away from the shoulders of the road at a ratio of at least 4 horizontal feet to 1 foot vertical and never steeper than 2 to 1. In cases where this is not possible or practical, as where the roadway cuts through the side of a hill, all cuts shall be made that adjacent slopes will not slide. The tops and sides of all cuts shall be cleared of all stumps, trees, and boulders for an adequate distance to prevent such material from sliding into the ditches. Banks will be loamed and seeded and mulched.
5. Paving, when required, shall comply with the following:

1. Paving shall consist of at least 2.5 inches of hot top bituminous rolled.

2. Placement of pavement shall conform to State of Maine High Commission standard specification for highways and bridges according to the most recent revision.

F. All intersections shall be as close as possible to 90 degrees and never less than 75 degrees and the line of sight clear.

Article VI. General Requirement for all road construction:

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|  | MINOR & DEAD-END ROADS | THROUGH ROADS |
| 1. Width of Right of Way | 50’ | 66’ |
| 1. Width of traveled way | 18’ | 20’ |
| 1. Width of each shoulder | 2’ | 3’ |
| 1. Sub-base gravel (unscreened bank run) | 12” | 12” |
| 1. Road base gravel (maximum 6” stones) | 18” | 18” |
| 1. Surface gravel (maximum 2” stones) | 6” | 6” |
| 1. Bituminous paving (or equivalent) | 2” | 2.5” |
| 1. Road crown | ¼-1/2”/foot | ¼-1/2”/foot |

1. Cuts: 18 inches of gravel plus a six-inch surface shall be used in all cut sections of earth and ledge except that where existing material is a clean, well-drained sand or gravel, the base may be lessened to 12 inches. The bottom of the ditch shall be a minimum of 38” below the centerline grade of the road.
2. Signage: All safety and identification signs shall be supplied by the applicant.

Article VII. Changes to status of roads:

The approval by the Selectboard of a proposed road or change in status of a road, such as winter maintenance, shall not be considered acceptance of the road by the town. Final acceptance shall be by affirmative vote at a town meeting, provided that 45 days’ notice of any such town meeting shall be given to the Selectboard and Road Commissioner.

If any private or public road is proposed for a change status, a proposal which is to be voted on at a town meeting shall be evaluated as to its fiscal impacts, both immediate and long-term, by the Selectboard, Road Commissioner, and others deemed appropriate to evaluate such a request. There shall be a public hearing which shall be held not less than 30 days prior to town meeting; the conclusions reached by the Road Commissioner and the Selectboard shall be presented prior to voting at town meeting.

Article VIII. Application Procedures:

1. Prior to the construction of any new street, or the reconstruction or lengthening of an existing street or road, an application shall be submitted to the Selectboard with the following information:
2. The name(s) of the applicants(s).
3. The names(s) of the owner(s) of record of the land upon which the proposed road is to be located.
4. A statement of any legal encumbrances on the land upon which the proposed road is to be located.
5. The anticipated starting and completion dates of each major phase of road construction, and
6. A statement indicating the nature of traffic expected to be generated by the proposed development expressed in average daily traffic (ADT).
7. The plans and illustration submitted as part of the application shall be prepared by a registered professional engineer to include the following information:
8. All roadway plan and profile drawings shall be drawn on a scale of 1-inch equals 20 feet-50 feet horizontal and 1-inch equals 5 inches-10 inches vertical.
9. The direction of magnetic North.
10. A plan profile and typical cross section views of all proposed roads.
11. The starting and ending point with relation to established roads or ways and any planned or anticipated future extension of the roads. All terminal points and the centerline alignment shall be identified by survey stationing.
12. The roadway and roadway limit with relation to existing building and established landmarks.
13. 6.) Dimensions, both lineal and angular, necessary for locating subdivisions, lots, easements, and building lines.
14. The lots as laid and numbered on said street, showing the names of owners of abutting property.
15. All natural waterways and watercourses in or on land contiguous to the said road or ways.
16. The kind, size, location, profile and cross section of all existing and proposed drainage ways and structures and their relationship to existing natural waterways.
17. A soil erosion and sedimentation control plan showing interim and final control provisions.
18. Curve data for all horizontal and vertical curves shall be the centerline radius, arc length, beginning of curve and end of curve points.
19. All centerline gradients shall be shown and expressed as a percent.
20. All curve and property line radii of intersections, as well as line of sight specifications.
21. The limits and location of any proposed sidewalks and curbing.
22. The location of all existing and proposed overhead and underground utilities, to include, but not limited to, the following: (NOTE: When a location, in the case of any underground utility is approximate, it shall be noted on the plan as such.)
23. Sanitary sewer lines,
24. Storm drains,
25. Telephone line poles or underground vaults,
26. Electrical power line poles or underground vaults, and
27. Street lights.
28. The name(s) of each proposed new road.
29. An application fee of $500 shall be paid to the town of Hartford upon submission of an application. The Selectboard shall have the authority to review and revise the application fee. Any fee revisions shall be based on the town’s cost of administration and enforcement of this ordinance. In addition, the board may require a fee, not to exceed $25,000 for an independent engineering review of the site and plans before final approval.

Article IX. Application Review:

1. Within 30 days from the date of receipt, the board shall notify the applicant in writing either that the application is complete, or, if not complete, the specific additional material needed to make it complete. The board shall engage an independent registered professional engineer to review the plans and to perform an onsite inspection, all at the applicant’s expense, before final approval. Determination by the board that it is complete in no way commits or binds the board as to the adequacy of the application to meet the requirements of this ordinance.
2. Public hearing: The board may hold a public hearing within 30 days of having notified the applicant(s) in writing that a complete application has been received and shall cause notice of the date, time and place of such hearing to be given to the applicant, to all abutting property owners, and published in a newspaper or general circulation in Hartford at least two times: the date of the first publication shall be at least seven (7) days prior to the hearing. Public hearing shall be conducted according to the current state standards.
3. Application approval: The board shall, within 30 days of a public hearing, or within 60 days of having received the completed application, or within such other time limit as may be mutually agreed, deny or grant approval on such terms and conditions as it may deem advisable to satisfy this ordinance and to preserve the public health, safety, and general welfare. In all instances, the burden of proof shall be on the applicant. In issuing its decision, the board shall make a written finding of facts, establishing that the applicant does or does not meet the provision of the ordinance. The board must approve the application, if it finds the applicant has complied with all of the requirements of the ordinance.

Article X. Performance Guarantee:

Prior to final approval of a road design, the board may require that the applicant file with the Selectboard a performance guarantee sufficient to defray all expenses of the proposed road. The amount shall be at least equal to the total cost of all street/road grading, paving, storm drainage and utilities or other improvements specified on the plan within two years of the date of the performance bond of certified check or irrevocable letter of credit.

The applicant(s) shall also bear responsibility for the expense of maintenance of the road until the applicant(s) request that the road be accepted as a town road at which time the road must meet all construction standards.

Amended at the June 18, 2022 Annual Town Meeting