



Charter Township of White Lake
7525 Highland Road
White Lake, MI 48383
248- 698-3300 ext. 2
permits@whitelaketwp.com

PRIVATE ROAD APPLICATION

APPLICANT INFORMATION

Name: _____ Phone: _____

Address: _____

Email: _____

☐ Property Owner ☐ Builder ☐ Other: _____

PRIVATE ROAD INFORMATION

Sidwell(s): _____

Public Road to Which the Private Road Will Connect: _____

Road Name Choices (In Order of Preference):

1. _____
2. _____
3. _____

ADDITIONAL REQUIREMENTS:

1. Three (3) sets of engineering plans are required at the time of submittal.
2. Executed Private Road Maintenance Agreement
3. Review fees as calculated by staff per the Planning Department Fee Schedule

PLEASE NOTE: If plans are drawn incorrectly, thus requiring extra plan reviews, or, if extra inspections are required, additional fees may be required.

Building permits shall NOT be issued until private road construction is completed to the requirements of the Ordinance.

Applicant Signature

Date



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PRIVATE ROAD PLAN CHECKLIST

The following checklist is provided to the applicant/design engineer for reference during plan preparation and must be completed, except for File Number, and submitted with Private Road Construction Plans

iROAD NAME: _____
FILE NUMBER: _____
DATE OF PLANS: _____
DATE SUBMITTED TO RCOC: _____
RCOC APPROVAL LETTER DATE: _____

GENERAL

- _____ Sealed and signed by Licensed Michigan Surveyor or Engineer
- _____ Sheet size 24" x 36"
- _____ Scale 1" =50' or better
- _____ Location Map
- _____ Elevations on NAVD88 Datum; no assumed datum. Minimum of two (2) benchmark(s) shown
- _____ Topographic Survey showing all existing site features including topography, utilities, and easements
- _____ Streets per RCOC or Pvt. Road Ordinance
- _____ Road Name Called Out
- _____ Legal Description of Road Easement
- _____ Lot Split Drawing Showing Parcels Served and Road Easement
- _____ Proprietor's Name, etc.
- _____ Note on Plan: RCOC permit needed for Connection to County Road
- _____ RCOC Approval of Connection to Public Road Letter Prior to Final Township Approval.
- _____ Standards for private condo roads to meet RCOC requirements

GRADING/PAVING

- _____ Enough control elevations shown to verify: Max/Min. Grades Grass Areas
Max/Min. Grades Asphalt Areas
Max/Min. Grades Concrete Areas
- _____ Fill in flood plain or wetland? Show limits.
- _____ Road centerline radii (min 230' per RCOC)
- _____ General indication of proposed grading for associated parcels proposing to front proposed road
- _____ Proposed road grades; 8% maximum grade
- _____ Stationing for proposed road
- _____ Terminate in Cul-de-sac or Tee.
- _____ Turnaround surface: 47' R Cul-de-sac or 24' x 94' Tee, 24' x 60' temporary tee
- _____ 60' Easement
- _____ Minimum 100' Diameter Easement for Residential Cul-de-sac, 160' for industrial 60' x 100' for permanent Tee
- _____ Maximum 1500' Long without a Cul-de-sac or intersecting street



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- ☐ 150' Sight Distance on Vertical Curves
- ☐ Intersections Not Less Than 75°
- ☐ 30' Radii at Intersection
- ☐ Use Standard 24' Gravel Road Section per Twp. Std.
- ☐ If paved, 22' Wide, 3" Thick, 2 Course Construction over 8" Gravel
- ☐ 2' Deep Ditches. Sod Ditches Between 2.0% & 4.5%, Riprap over 4.5%
- ☐ Signs at Intersection, Street & Stop or Yield

STORM DRAINAGE

- ☐ Easement for drainage across other's property if necessary
- ☐ Show pipe size ,length, material, and slope
- ☐ Proposed easements.
- ☐ 15" diameter Concrete or CMP cross culvert, 12" diameter drive culvert
- ☐ Drainage Outlet Shown
- ☐ Soil Erosion Control Addressed

DETENTION/RETENTION BASINS

- ☐ Provide pretreatment to eliminate sedimentation into wetland or natural drainage course
- ☐ Proper SO-2 Outlet noted
- ☐ Maximum release rate generally 0.2 Cfs per acre
- ☐ Detention by OCWRC method; calculations shown
- ☐ Side slopes max 1 on 3 with fence 1 on 6 unfenced; 8' high gate required if fenced
- ☐ 12' basin access easement noted
- ☐ Basin volume calculated above existing or proposed water level
- ☐ Retention basin, V= 33,000AC (2-100 yr storms); provide SCS soil type
- ☐ Limits of detention show
- ☐ Stormwater Management Agreement

LEACHING BASINS (When Applicable)

- ☐ Demonstrate that no other storm outlet is available
- ☐ Adequate soils exist in area, show SCS soil type
- ☐ Drainage area to each basin is acceptable

WATERMAIN (When Applicable)

- ☐ Watermains to be on north and east side of road
- ☐ No dead ends longer than 600 feet
- ☐ Easements noted, 20 feet wide, 60 feet wide in private roads.
- ☐ Designed to deliver 1000 GPM at 20 psi residual pressure per hydrant
- ☐ Gate valve with hydrant or blow off at dead end lines
- ☐ Extend WM across frontage that proposed private road runs perpendicular to. Use master plan size if larger than 8".
- ☐ Min. diameter for public WM – 8". Show pipe diameter, length, and material
- ☐ Hydrant spacing 500 feet along residential private roads;300 feet along commercial private roads



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- _____ Hydrants and valves readily accessible.
- _____ WM to circle cul-de-sac to last lot w/hydrant in island.
- _____ 10' separation from buildings or structures required.

SANITARY SEWER(When Applicable)

- _____ Min depth below road 8', min cover 4'
- _____ Sanitary sewers to be on south and west side of road
- _____ 20' wide easements required
- _____ 10' separation from buildings or structures required
- _____ No ground water or surface water connections to sanitary sewer
- _____ Sanitary sewer extended across frontage that proposed private road runs perpendicular to. Use master plan size if larger than 8"
- _____ Show pipe diameter, length, material, and slope



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PRIVATE ROADS - NOTES

The following standard notes are to be included on all plans for the construction of White Lake Township private roads.

1. Contact the Township Engineer, DLZ, at 248-681-7800 for a base inspection prior to gravel placement. At that time the surface shall be proof rolled with a single axle dump truck or equivalent. Yielding areas shall be reworked to provide a firm subgrade.
2. Provide aggregate material load tickets to the Township Engineer with a total placed vs. required tonnage.
3. The aggregate base shall be placed by means of mechanical spreader in 2 equal courses to a depth that, when compacted, the combined thickness will equal the thickness shown on the plans. The depth of any layer shall not be more than 6" or less than 3", compacted.
4. Each layer shall be floated with an approved maintainer or patrol grader until the mix is uniform and the surface smooth. This work shall be performed in conjunction with a vibrating type compactor or pneumatic tired roller until 98 percent of maximum density has been developed. Water shall be added as needed to obtain optimum moisture content and to prevent the loss of fines in the form of dust. Aggregate base shall not be placed when there are indications that the material may be frozen before the required compaction is obtained.
5. The Township Engineer shall be contacted for a final inspection at which time the finished aggregate surface shall be proof rolled.
6. If the road is asphalt surfaced, contact the Township Engineer to arrange for inspection during paving (and curbing) operations.
7. If storm sewer, watermain, or sanitary sewer is to be installed, contact the White Lake Township Engineer at 248-681-7800 48 hours prior to beginning work to arrange for inspection.
8. All construction shall be in accordance with the Township's current standards and specifications.
9. The Contractor shall notify the Township Engineer and/or the authority having jurisdiction, 48 hours prior to the beginning of construction.
10. Contractor shall contact MISS DIG at 800-482-7171, 72 hours in advance of construction, for existing underground utility locations.
11. In order to verify compliance with approved plans, full-time construction observation will generally be required during all phases of underground site construction including installation of sanitary sewer, storm sewers, drains, watermains, and appurtenances as well as private street curbing and paving construction. Intermittent observations will be made for site grading, parking lot curbing and paving, retaining wall construction and other surface activity.

- iii. Gates shall maintain a minimum horizontal and vertical clearance consistent with the standards of the current *International Fire Code* as enforced by the White Lake Township Fire Department.
 - iv. Applicant shall provide information regarding the operation of the gate including – but not necessarily limited to – distance from the gate to the primary structure, activation time, opening time, closing time, and emergency services access.
 - v. An adequate turnaround area shall be provided in cases of denied access.
 - vi. A design plan shall be submitted, detailing elements such as building materials, lighting, and signage.
 - vii. A Traffic Impact Study shall be submitted if deemed necessary by the Director of the Community Development Department to determine if the location and operation of the gate can adequately accommodate the anticipated traffic volumes.
- E. All gates that provide access for emergency services vehicles shall be kept clear of snow or similar storage of natural or man-made materials, shall not be blocked by parked or disabled vehicles, and shall be maintained in operable condition at all times.

5.15 PRIVATE EASEMENT ROADS

The intent of this section of the Zoning Ordinance is to ensure adequate access to residences and buildings for police and fire protection, and safe ingress and egress to public roads.

Wherein land is to be divided into parcels and/or lots for development as zoning lots and said land is not contained within a recorded and platted subdivision or condominium subdivision, the following improvements shall be required by the Township prior to obtaining a building permit for use of any or all of the subject land. Plans shall be submitted to the Township Supervisor for approval prior to the commencement of construction of any private easement road.

- A. No person shall create any divided parcel of land within the corporate limits of the Township without platting unless such parcel or lot fronts on a public street, which is dedicated to the public, or a private road, as described herein, and improved to the standards of this Ordinance.
- B. Private Road Maintenance Agreement
 - i. A private road maintenance agreement shall be submitted to and approved by the Township following recommendations from the Township Attorney and Engineer and other consultants as requested by the Township. The private road maintenance agreement shall include provisions satisfactory to the Township, including, without limitation, the following items:
 - a. Creating an easement for ingress and egress purposes
 - b. Addressing repair, replacement and maintenance of the road
 - c. Allowing for use of the road by emergency vehicles
 - d. Indemnity provisions in favor of the Township
 - e. Any other provisions deemed necessary by the Township.
 - ii. The applicant shall provide the Township evidence of title confirming that the applicant has the ability to execute the private road maintenance agreement and that any other individual(s) and/or entity(s) with an interest in the property over which the private road is located, or which uses the private road access, have signed the agreement or consented to its execution.
 - iii. The private road agreement shall provide that it may not be amended or terminated without the consent of the Township.
 - iv. Before building permits are issued for any parcel which uses the private road for access, the private road agreement shall be executed and recorded at the office of the Oakland County Register of Deeds, proof of recording furnished the Township, and review and approval by the Township Attorney of the evidence of title.



- C. All no-outlet private roads shall terminate in a cul-de-sac or T-turnaround. Private road right-of-way shall not be less than sixty (60) feet wide. Adjoining property owners may dedicate thirty (30) feet each for joint private road construction. Cul-de-sac circles shall not be less than ninety-four (94) feet in diameter at the outside of the roadway surface with an easement line diameter of at least one hundred (100) feet for residential subdivisions, and one hundred sixty (160) feet for industrial subdivisions. Temporary T-turnarounds must be the same width as the connecting private road and shall extend at least thirty (30) feet from the centerline in both directions. Permanent T-turnarounds must be the same width as the connecting road and shall extend at least forty-seven (47) feet from the centerline in both directions.
- D. All drawings for land division, legal descriptions and private road specifications shall be drawn and sealed by a Registered Land Surveyor prior to presentation to the Township Supervisor for consideration.
- E. Standards for private road development shall be as follows:
- All private roads and right-of-way width shall be shown on the land division drawing as a perpetual easement for roadway purposes.
 - Plans shall show all existing and proposed grades, the location of all existing and proposed drainage facilities and similar facilities.
 - Maximum gradient shall be eight (8) percent on said private road. Vertical curves shall be used at all changes in grade. Sight distances on said curve shall be a minimum of one hundred fifty (150) feet.
 - Intersecting streets shall be between a seventy-five (75) and ninety (90) degree angle at said intersection. Minimum radius at intersections shall be thirty (30) feet measured from the lot lines.
 - The grades within a street intersection shall not exceed three (3) percent for a distance of one-hundred (100) feet from the point of intersection.
 - An aggregate surface shall be constructed upon a prepared subgrade in accordance with the provisions of this ordinance. Surface material shall be removed and excavated for a distance of thirty (30) feet in width, centered on the sixty (60) foot right-of-way for the full length of said private road. The private road shall be constructed in accordance with the written specifications titled "Exhibit of Road Section, Private Easement Road, White Lake Township".
 - The surfacing material shall be compacted in the excavated area for the full length and width so that a uniform and generally smooth surface will result.
 - Minimum total depth of the compacted material shall be eight (8) inches, laid in two separate courses, each compacted separately. The top four (4) inch course shall consist of a minimum of #22 or #23A aggregate (Michigan Department of Transportation Specifications). The bottom four (4) inch course may consist of pit run gravel having a maximum stone size of one and one-half (1 1/2) inches shall be removed before placing the top four (4) inch course. All trees, stumps, brush and the roots thereof shall be entirely removed from within the grading limits of all private roads and shall be disposed of outside of the sixty (60) foot easement area.
 - Drainage ditches shall be constructed on each side of the proposed private road in cut sections and fill sections where required to a minimum depth of two (2) feet and deeper where necessary at intersections to permit culverts to be installed. Either concrete or sixteen (16) gauge corrugated metal pipe shall be used at intersections and at driveway entrances. Minimum inside diameter of a crossroad culvert shall be fifteen (15) inches and a minimum inside diameter for a driveway culvert shall be twelve (12) inches. Sodding, planting, rip-rapping, topsoil, seeding or other measures of erosion control shall be used.

- x. The centerline of the road shall not curve at a radius of less than 230 feet unless at an intersection or unless properly signed, including a speed limit of 15 MPH or less.
- F. Construction permits shall be obtained from the Road Commission for Oakland County (RCOC) before entrances are constructed onto a RCOC right-of-way. Private roads constructed under the provisions of this Ordinance shall not require the Township or the RCOC to accept said area for maintenance at any future date. The Township reserves the right to require construction to higher standards where warranted by special topographic or geographic conditions.
- G. All private roads shall have names. Road names shall not be permitted which might cause confusion with names of existing roads in or near White Lake Township. New roads that will be continuations of existing roads shall be called by the same names of such existing roads. All names shall be approved by the Township Supervisor. Road signs shall be provided at every road intersection meeting the specifications of the RCOC and as approved by the Township Board. All costs of such signs shall be borne by the developer or property owner(s) of the lots to be served by the private road.
- H. No building permits shall be issued by the Township Supervisor or his/her designee for any construction on any parcel of land fronting on any private road established after the effective date of this section until said roadway is completed to the specifications contained in this Ordinance. The Township shall designate a Registered Professional Civil Engineer to inspect and approve the plans and construction of private road improvements prior to the issuance of any building permits along said road. The developer shall pay such fee as the Township Board shall establish to cover the cost of such inspections, and any other Township expenses.
- I. Where existing private roads are to be extended within the original property but not to adjacent parcels, the existing road may be extended at its present right-of-way width, provided the entire private road or private driveway is improved to the specifications of this Ordinance, except for width.

- J. Driveways servicing any single family dwelling which are over one hundred (100) feet in length, as measured from the front of the dwelling unit to the near edge of the road surface upon which the lot fronts, shall not be less than eight (8) feet in width. The top four (4) inches of such driveways shall consist of a minimum of MDOT No. 22 A or 23A aggregate.
- K. No private road that provides sole access to properties shall exceed one thousand five hundred (1,500) feet without approval from the Township Board following review and recommendation by the Fire Department.

5.16 PRIVATE ACCESS DRIVES

- A. Purpose: Private access drives may be required as a condition of approval of single-family development proposals, including subdivisions and condominiums.

A private access drive may be required where individual driveways providing direct access to a public or private road for each residential unit would create hazardous traffic conditions, due to an increase in the number of curb cuts, in which case a private access drive generally parallel to the public or private road would provide the sole means of access to each unit.
- B. Eligibility Criteria: In addition to meeting all requirements of this Ordinance, a private access drive shall not be approved unless it satisfies all of the following eligibility criteria:
 - i. Absent the private access drive, lots served by the drive would have the minimum required frontage on a publicly dedicated road or Township-approved private road.
 - ii. The private access drive is located outside of the planned right-of-way for the adjacent public or private road so that the drive will not interfere with improvements for widening of the adjacent road.
 - iii. No more than eight (8) lots shall have access to a private access drive.
 - iv. Each lot served by the private access drive shall have sufficient area so that it satisfies minimum yard and setback requirements for the zoning district in which it is located, exclusive of the private access drive easement.

