

UNPAVED ROADS

EFFECTIVE January 9, 2009



BREVARD COUNTY LAND DEVELOPMENT UNPAVED ROAD SUBMITTAL GUIDE



Permitting & Enforcement Department
Land Development Code, Government Center, Bldg. A
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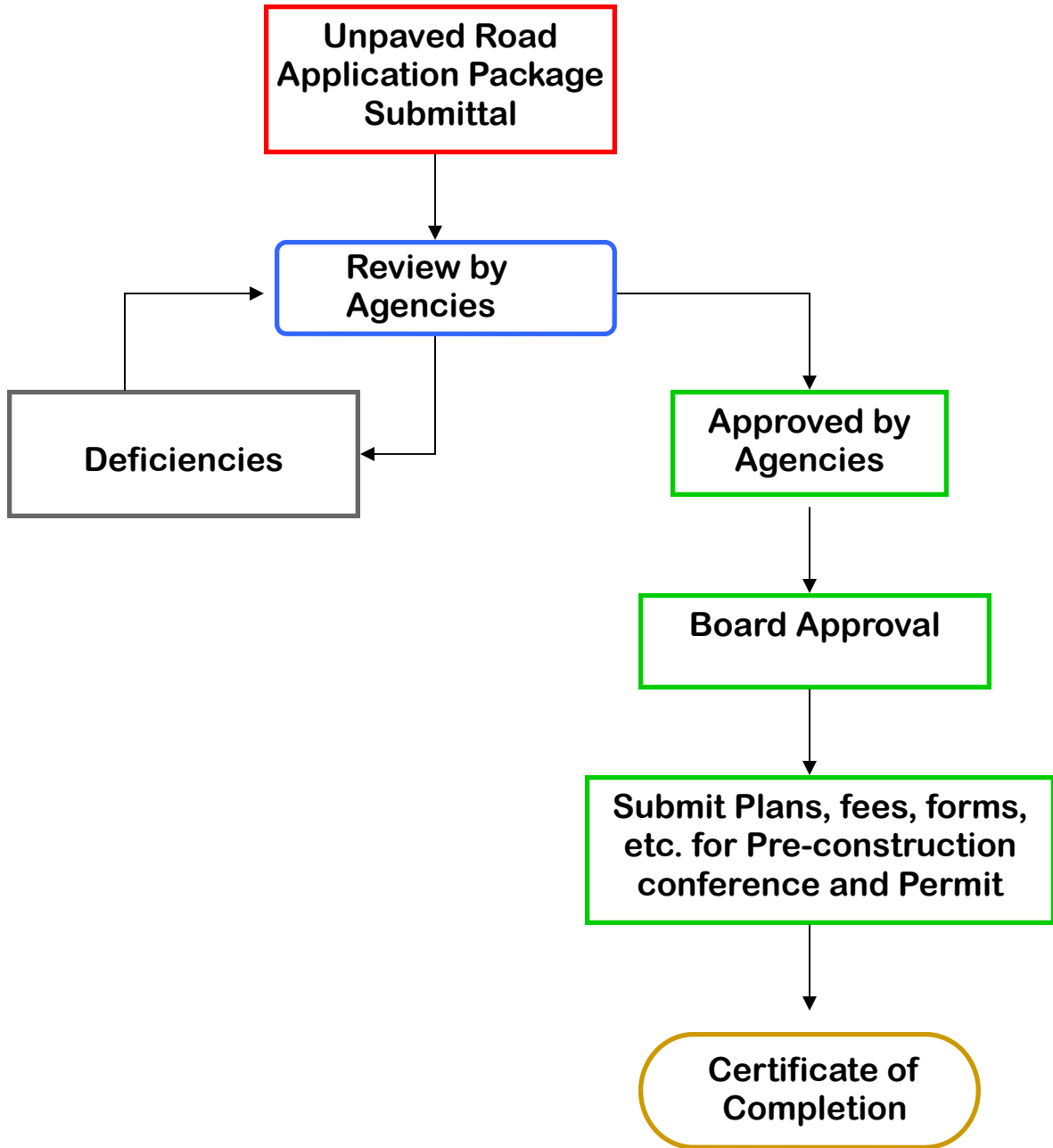
Welcome to the Brevard County's Unpaved Road Review Process. This package will provide you with the necessary information for your submittal and the following documents will explain the process to you.

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- **All submittals should be delivered to the Land Development Division for processing.**
- **An appointment is recommended for each submittal being made.**
- **A cover letter addressing all agency comments must be included with all submittals.**
- **All comments will be faxed to the applicant.**
- **All necessary forms can be found on the Land Development Web Site located at:
www.brevardcounty/landdevelopment.us**

Section 62-3205 Time limitations and expiration for review and approval of site development plans; *An applicant shall have six (6) months from the **date of formal submittal** to make all necessary revisions as required by the land development section and various review agencies to receive final approval of the submitted site development plan. Failure to meet this condition will cause the site plan automatically to become "Null & Void" and fees shall not be refunded. An extension may be approved where the applicant provides supporting documentation consistent with the above criteria in section 62-3205, but has not received approval by the end of the six (6) month period.*

Construction of Unpaved Road Plan Flow Chart



UNPAVED ROAD SUBMITTAL

1. Unpaved Road Submittal

- a. Land Development Application*
- b. Property Deeds
- c. 5 copies of conceptual plans with topographic information
- d. Authorization to Act as Applicant (if necessary)*
- e. Unpaved Road Agreement *along with Road and Bridge Maintenance Fee (\$500.00)
- f. Right-of-Way Verification
- g. 2 Boundary Surveys of Right-of-Way
- h. Signed MSBU
- i. Applicable Fees*

2. Final Approval / Construction

- a. 7 Sets of Approved Plans
- b. NPDES, FDEP, STWMD, all State, Local, and Federal Permits
- c. Engineer's Certified Cost Estimate
- d. Inspection Fees Form*
- e. Applicable Fees*

*** Note:** See [Land Development web site](#) for all applicable fees and forms.

****Note:** 2nd and subsequent reviews may require additional fees**



AGREEMENT CRITERIA

Unpaved Road Agreements – The Board of County Commissioners and the property owners whose property abuts a right-of-way which is not maintained by the County may enter into an agreement to allow the issuance of a single family residence structure building permits under the following conditions:

- The agreements shall be limited to existing County rights-of-ways of at least fifty feet (50') in width. Additional easements, dedicated to Brevard County, may be obtained to each side of the right-of-way by the owner for drainage and sidewalk purposes to bring the total width to fifty feet (50'). Any acquisition costs associated with the right-of-way and easements will be borne solely by the property owner. The traveling surface of the road will be centered within the existing right-of-way and not on easements.
- Only those properties within 1320' of a County maintained roadway are eligible.
- Each lot, parcel or tract of land must meet all applicable requirements, including the Comprehensive Plan, and Consumer Health Division and shall meet all the requirements of the Office of Natural Resources and the Land Clearing regulations prior to issuance of a building permit.
- There shall be limitation of one agreement per property owner, which is not transferable, and shall have a time limitation of one (1) year.
- By entering into the agreement, the property owner is responsible for all costs related to the roadway including survey, design, engineering, permitting, and construction. The roadway would be designed, cleared, and free of all organic materials, and stabilized to a minimum of LBR40 and would be reviewed and inspected by the County Engineer or his designee for approval prior to the application of a building permit. Additionally, to defer the cost of County maintenance, the agreement shall stipulate a fixed amount that must be paid prior to execution of the agreement. This amount would be determined by the Transportation Department and adopted by Resolution in an amount necessary to reimburse Brevard County for maintenance costs.
- Upon entering into the agreement, the property owner shall also agree that once more than fifty percent (50%) of the buildable lots have been issued building permits, the property owner will participate in a Municipal Service Benefit Unit (**MSBU**) for paving the road.
- Where the subject roadway on which the agreement applies intersects with an existing County maintained dirt road, and where all buildable lots abutting the subject roadway are 2.5 acres or larger in area, the property owner would not be required to participate in the establishment of a Municipal Service Benefit Unit (**MSBU**) for paving of the street.
- At time of application all participants in the original construction of the road shall submit executed unpaved road agreements with accompanying fees.

Minimum Design Criteria for Unpaved Road

(revised 7/14/06)

The applicant shall submit five (5) copies of the unpaved road plan on 24" x 36" sheets that provide the following information:

1. A Location and Flood Zone map of the project.
 2. The project must connect to an existing County roadway. Show the name and elevations of the existing roadway.
 3. A minimum of 50-feet of right-of-way for the project as required by 62-102 (b) (2) c.1., of the Land Development Code.
 4. A 70-foot diameter paved cul-de-sac at the terminus of the road with a minimum of 100-foot total Diameter as required by Fire/Rescue.
 5. Location of existing wetlands or water bodies within the right-of-way of the proposed unpaved road.
 6. A minimum eight-inch (8") 3000-psi concrete apron when connecting to an existing paved road and include the attached detail on the plans.
 7. A note stating that the minimum Limerock Bearing Ratio (LBR) shall be 40 and the maximum LBR shall be 60 for the unpaved road.
 8. A roadway cross-section showing a minimum 8-inch thick, 22-foot wide stabilized roadway centered within the required 50-foot right-of-way.
 9. A profile showing the existing and proposed elevations of the roadway, any stormwater pipes or structures, and the total length of the road.
 10. Material utilized in the mixing process for construction of the unpaved road will be limited to shell, cemented coquina, and marl. The listed materials MUST be mixed in-place to achieve the specified LBR. Limerock WILL NOT be accepted.
 11. A note on the plans that all disturbed areas within the road right-of-way shall be sodded.
 12. The project must meet the requirements of the Brevard County Stormwater Management Criteria and stormwater calculations must be submitted for review and approval by the County.
 13. Ditch blocks must be constructed of 4-inch thick, 3000-psi concrete with a minimum height of one foot (1') and with the ditch block extending at least one-foot (1') into the bank of the ditch. Sodded or stabilized ditch blocks WILL NOT be accepted.
 14. A note that states the sub-grade of the road must be clear of all roots and other organic material.
 15. The elevation of proposed road must be, at a minimum, at or above the 100-year flood elevation and above the peak elevation of the onsite stormwater system for the 25-year storm. Higher elevations may be required on a case-by-case basis.
 16. Owner /developer shall provide all street signs, street name signs, dead end or no outlet signs, stop signs, speed limit signs, and end of road signs (FDOT 17349, Case II), associated with the project. All sign faces shall be "High Intensity". All sign posts shall be 2-inch galvanized steel square tube posts in accordance with FDOT Index 11865; shall be a minimum of 12' long, shall be 2-lbs /lf, and shall be installed in accordance with Brevard County Standards. The owner is responsible for the Initial cost of all required signage.
 17. Swales shall have a maximum 4:1 front slope and 3:1 back slope.
 18. The smallest allowable pipe within the right-of-way shall be 18" RCP or 14" x 23" ERCP.
 19. All pipes crossing under the roadway will be Class III reinforced concrete pipe (RCP) with concrete mitered end sections (Index 272) or concrete endwalls (Index 250) per FDOT Design Standards. Driveway culverts can be asphalt coated corrugated metal pipe (ACCMP) or concrete (RCP).
 20. The unpaved road shall be crowned at a minimum 2%. However, as an alternate, the roadway may be sloped in one direction at a minimum of 2% toward the stormwater system.
 21. Please refer to Chapter 62, Division 4, "Engineering Design Standards for Subdivisions and Site Plan Review", for complete details of engineering design requirements.
 22. Provide a copy of the SJRWMD permit for the project.
- ** Applicant is responsible for obtaining all applicable State and Federal permits.
- ** As part of this application, a proposed road name or the existing road name that is+- being used, must be on the application under "Requested Segment of Roadway (NAME)". If no existing road name, contact Address Assignment at 321-633-2061 to have a name assigned.
- ** A review fee check must be submitted with your application in the amount of \$708.00. The review fee check must be made out to the Brevard County Board of County Commissioners.

**BREVARD COUNTY
LAND DEVELOPMENT (321) 633-2065**

DEVELOPMENT AGENCY REVIEW LIST

Address Assignment – AA (Regina/Diane)	(321) 633-2061
Concurrency (Randy/Cindy).....	(321) 633-2070
Engineering Design – ED (Rich/Deborah/Jim)	(321) 633-2065
Environmental Health – CH (Vern/Christie).....	(321) 633-2100
Fire Prevention - FP (Frank/Scott/Doug/Jason/Linda).....	(321) 633-2056
Impact Fees - IF (Kim/Naomi/Pauline).....	(321) 633-2065
Land Development - LD or LP (Martha/Rebecca).....	(321) 633-2065
Landscape/Landclearing - LS (Amanda).....	(321) 633-2016
Natural Resources - NR (Darcie/Amanda)	(321) 633-2016
Regional Stormwater - ST (Greg).....	(321) 633-2014
Right-of-Way / Land Acquisition - RW (Marilyn/Steve).....	(321) 690-6847
Road and Bridge - RB (Mary/Keith/Eric/Scott)	(321) 690-6877
Surveying - CS (Susan/Tony)	(321) 633-2080
Traffic Engineering - TR (Gil/LaVanda).....	(321) 633-2077
Transportation Engineering - TE (Devin).....	(321) 617-7202
Water Resources - WR (Mark)	(321) 633-2089
Zoning - ZO (Cindy/George/Lydia/Paul)	(321) 633-2070
Mosquito Control [TOWER/ANTENNA SITES]	(321) 264-5032
M.I.R.A. [MERRITT ISLAND REDEVELOPMENT AGENCY] (Tina).....	(321) 454-7090