

# **ATTACHMENT 1**

# **STANDARDS AND POLICIES MANUAL**

## **VOLUME I**

(LAND DEVELOPMENT)

Technical Bulletin One

**NOVEMBER 2012**

(Effective January 18, 2013)

BACKGROUND: In Developers Roundtable meetings hosted by the Planning and Development Department (Department), the development community noted that County standards required inordinate levels of improvement to provide access to single home sites. The attendees requested that staff investigate the feasibility of relaxing some of the development standards for access roads. Land Development Engineering staff worked together with the Fire Marshal's Office, researched the requirements of the County of Santa Clara, Standards and Policies Manual (Manual), Volume 1 Land Development and the State Fire Code (Fire Code) and found that some revisions to the standards were necessary and appropriate.

DRIVEWAY DEFINITION: The Manual previously described an 'access road' as a road which is not publicly maintained, serves two or more parcels of land, two or more dwelling units, or two or more ownerships or business entities in a common building. Other less intense access uses were considered private driveways. The Fire Code allowed a driveway to serve up to two dwellings or accessory structures without distinguishing whether the structures were located on the same or separate properties. To resolve this conflict, the Fire Marshal had been adopting a local Fire Code amendment for every 3-year code cycle, which redefined a driveway to match the County Manual definition.

The policy change brings the Manual into conformance with the Fire Code by revising the definition of an access road. This reduces the cost of construction for those developers who would be allowed to share a common driveway on separate properties if all conditions are met. It also eliminates the need for the Fire Marshal to adopt a separate standard every code cycle. The Board of Supervisors also revised the current Fire Code amendment to Sec. 503.1.1, which redefines a driveway to match the Manual.

DRIVEWAY APPROACHES: The SD4 driveway approach detail in the Manual is only intended for use in connecting Driveways to Access Roads. The addition of Standard Detail SD4A makes it possible to connect a twelve-foot driveway to a second twelve-foot driveway, with an expanded driveway approach. The detail was developed and designed to include additional paved area, required by fire engines, and is therefore larger than the detail SD4, which will be continued to be utilized in driveway-to-access road connections.

#### LANGUAGE CHANGES:

The language and details of the "Standards and Policies Manual, Volume I (Land Development)" are revised as follows (deletions identified in ~~strikethrough~~ and additions identified in double-underlined):

On A1.4, first bullet under "Special Policies for Private Roads", the following sentence is revised as follows:

Vehicular access ways are classified as roads when they serve the following:

1. 3 or more parcels of land

2. 3 or more dwellings
3. 2 dwellings and any residential accessory structure not provided with an approved fire sprinkler system.
4. 1 dwelling and 2 or more residential accessory structures not provided with an approved fire sprinkler system.
5. 3 or more residential accessory structures not provided with an approved fire sprinkler system.
6. non-residential properties or non-residential structures within the property.

Roads are classified as driveways when they serve not more than a total of two (2) dwelling units or non-sprinklered detached accessory structures.

~~Vehicular access ways are classed as roads when they serve two three or more parcels of land, two three or more dwelling units or two or more ownerships or business entities in a common building.~~

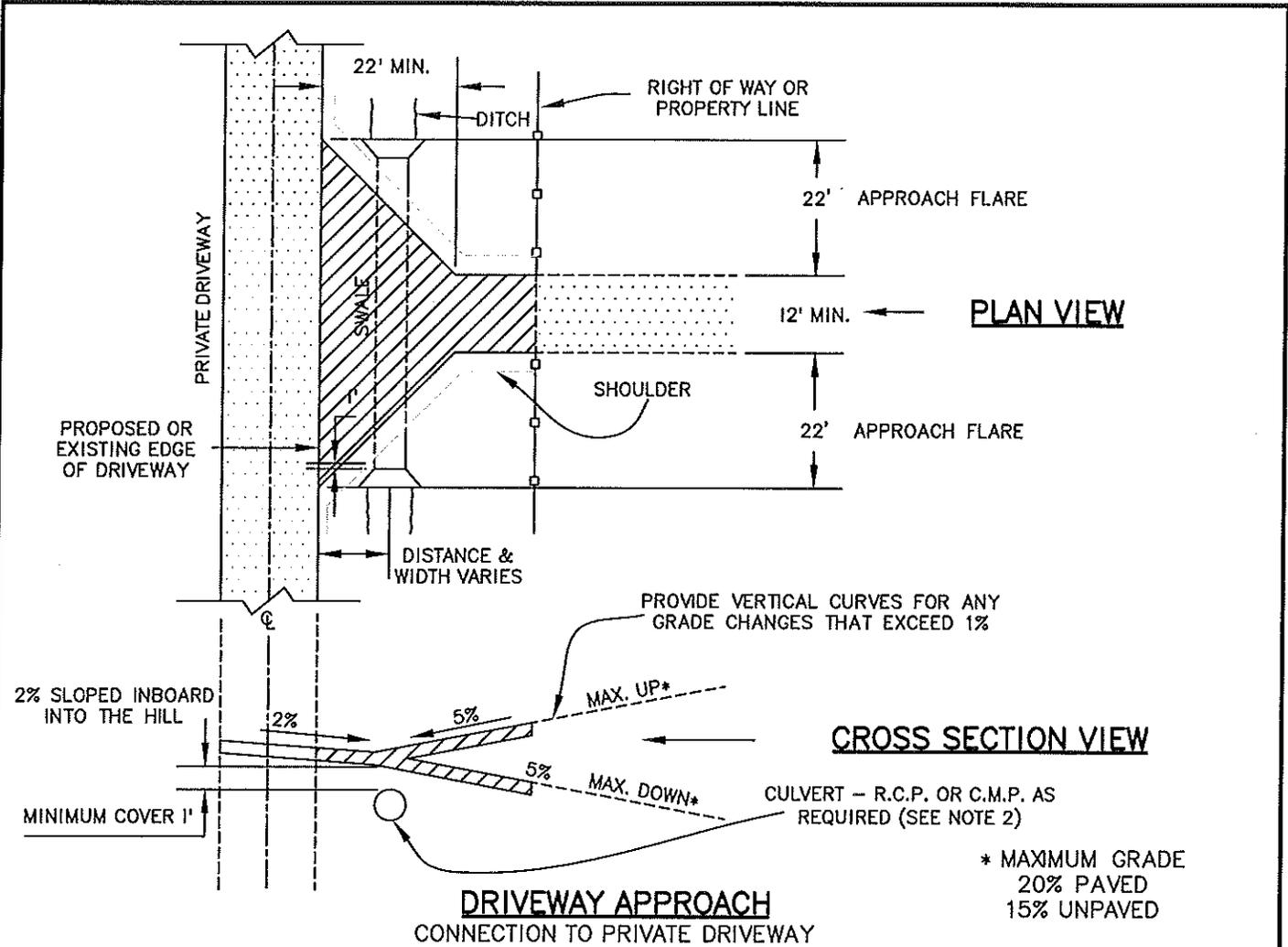
On A2.5, sixth bullet under “Land Development Engineering and Surveying Recommended Guidelines for Roads in 20-Acre Zoning Districts to be Privately maintained (Approved 9/11/78)”, the following sentence of the third sub bullet is revised as follows (deletions identified in ~~strikethrough~~ and additions identified in double-underlined):

15 feet for ~~single~~ driveways, widened to 24 feet at vehicular passing sections (where needed) as approved by the Fire Marshal.

On A2.6, first bullet, the following sentence is revised as follows:

Single Driveways should be designed the same as above except the width may be reduced to 12 feet plus one 3-foot wide shoulder.

The SD5 detail sheet is revised per the following attached details (Attachment 1) and replaces the existing detail of the current label, and an additional detail SD4A shall be added to the Manual.



**DRIVEWAY APPROACH**  
CONNECTION TO PRIVATE DRIVEWAY

\* MAXIMUM GRADE  
20% PAVED  
15% UNPAVED

**NOTES**

1. CULVERT PLUS SWALE SHALL ACCOMMODATE MAXIMUM FLOW. MINIMUM CULVERT SIZE TO BE CONSISTENT WITH REQUIRED MINIMUMS SHOWN IN ROADS AND AIRPORTS DETAIL B4. CULVERT SHALL EXTEND 1' BEYOND EACH TOE OF SHOULDER. PROVIDE HEADWALLS AND/OR RIP-RAP AS REQUIRED. C.M.P. TO BE NOT LESS THAT 14 GAUGE.
2. CULVERT MAY BE OMITTED WHERE NO ROADSIDE DITCH EXISTS WITH WRITTEN APPROVAL OF LAND DEVELOPMENT ENGINEERING MANAGER.
3. DRIVEWAY APPROACH BASE & PAVING TO BE SAME AS, OR BETTER THAN, DRIVEWAY ROAD BASE & PAVEMENT SECTION.
4. SEE DRIVEWAY DETAIL SD5 FOR MORE INFORMATION.

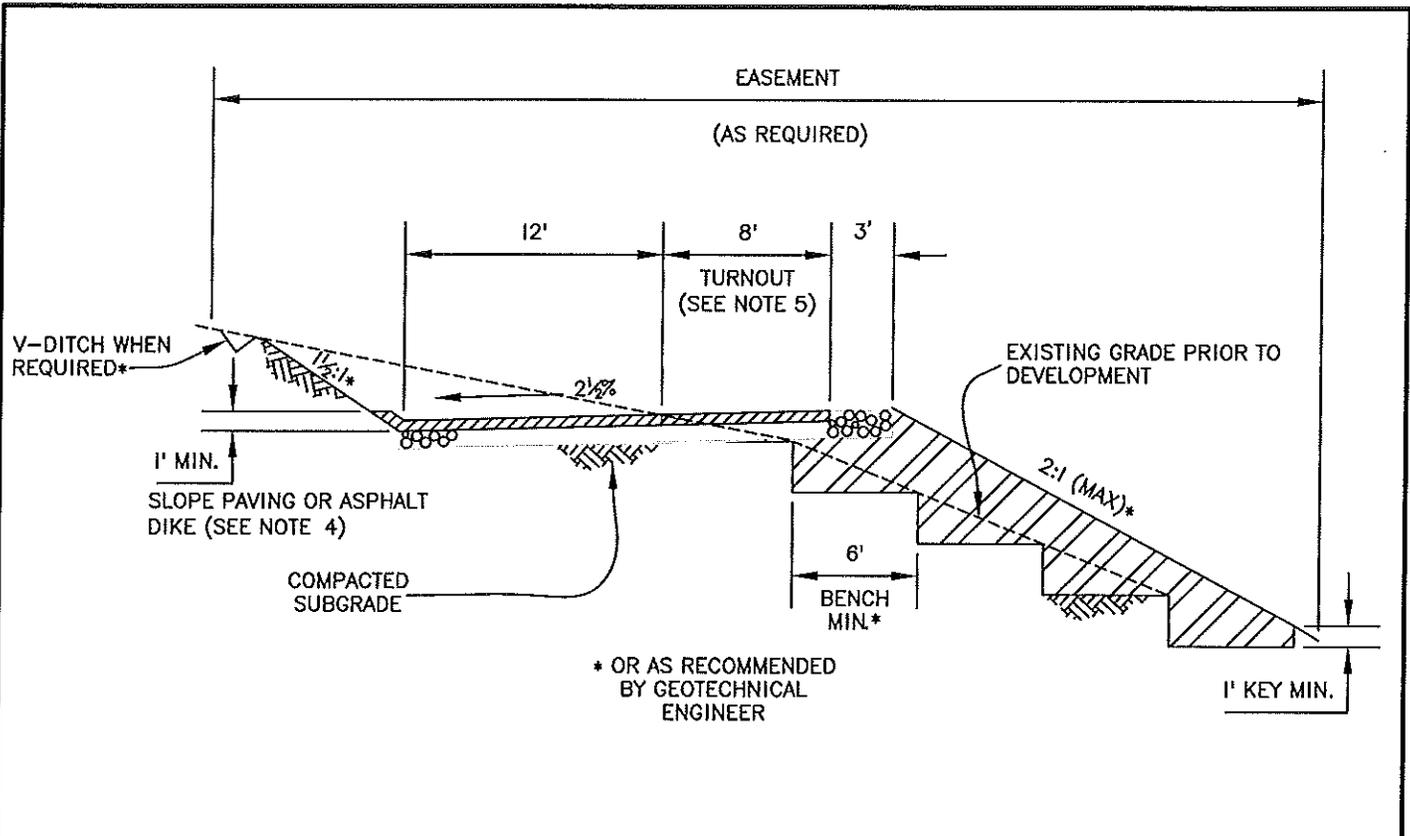
APPROVED: \_\_\_\_\_ DATE: 6/27/2012  
 MANAGER *Donald W...*  
 LAND DEVELOPMENT ENGINEERING

COUNTY OF SANTA CLARA  
DEVELOPMENT SERVICES OFFICE

NO.	REVISION	DATE

**DRIVEWAY APPROACH  
FOR SHARED DRIVEWAY**

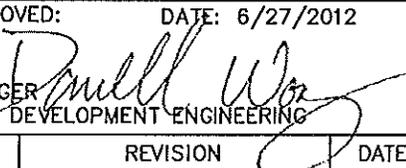
**SD  
4A**



**DRIVEWAY**

**NOTES**

1. BASE & SURFACING – 2" ASPHALT ON 4" AGGREGATE BASE (MIN.) IS RECOMMENDED (REQUIRED WHERE GRADES ARE 15% OR MORE – SEE FIRE MARSHAL STANDARDS.)
2. PROVIDE 8' OF ADDITIONAL DRIVEWAY WIDTH WHERE NEEDED FOR OFFSTREET PARKING (SEE SECTION ON HILLSIDE SUBDIVISION STANDARDS.)
3. RETAINING WALLS MAY BE SUBSTITUTED FOR SLOPES ABOVE OR BELOW ROAD SURFACE WITH APPROPRIATE GUARD RAILS AND REFLECTORS.
4. SLOPE PAVING (OR DIKE) MAY BE DELETED IN FLAT LAND CONDITIONS OR WHERE EROSION PROTECTIONS IS NOT NEEDED. (SEE SD8 FOR DETERMINING DITCH LINING REQUIREMENTS.)
5. TURNOUTS TO HAVE THE SAME STRUCTURAL SECTION AS DRIVEWAY. TURNOUT GEOMETRIES TO BE CONSISTENT WITH FIRE MARSHAL STANDARDS.

APPROVED: 	DATE: 6/27/2012	COUNTY OF SANTA CLARA DEVELOPMENT SERVICES OFFICE	
MANAGER LAND DEVELOPMENT ENGINEERING			
NO.	REVISION	DATE	<b>DRIVEWAY</b>
			<b>SD 5</b>