

ADMINISTRATIVE CODE
BOARD OF COUNTY COMMISSIONERS

CATEGORY: Transportation and Traffic Management	CODE NUMBER: AC-II-7
TITLE: Road Maintenance Acceptance Policy	ADOPTED: 1/3/90
	AMENDED: 1/4/95 3/24/98
	ORIGINATING DEPARTMENT: Department of Transportation

PURPOSE/SCOPE:

The following guidelines and procedures set forth the circumstances and conditions under which streets and roads will be accepted for maintenance by Lee County.

POLICY/PROCEDURE:

A. POLICY

1. Arterial and Collector Roads

Roads which are **functionally** classified as arterial or collector have the primary purpose of serving through traffic. Their function of providing access to adjacent property is secondary and may even be discouraged. Since **arterials** and collectors form the basis of the transportation network, it is the policy of the Lee County Board of County Commissioners that these roads shall be constructed to the standards specified in the Land Development Code and that **they** be dedicated to the public and accepted for maintenance by the County.

2. Local Roads

The primary **function** of local roads is to **serve** the adjacent property by providing the initial access to the transportation network, therefore, local roads, at the option of the County, may either be retained as private or dedicated as public. In all cases, whether the local roads are private or public, they shall be constructed to the appropriate criteria contained in the Land Development Code. For all private roads, there must be created a covenant which runs with the land in a form acceptable to the County Attorney, which will provide for the continuing maintenance of the road. In condominium or apartment developments, the roads shall remain private.

B. PROCEDURE

Roads which are to be turned over to the County for maintenance will be subject to the following procedures:

Department of Transportation capital improvement projects will be inspected and approved by DOT. All other roads (e.g., arterial, collector and local roads), that are constructed as part of a Lee County Development Order and proposed for County maintenance will be inspected to DOT. The Contractor or his agent will obtain from Lee County Division of Transportation a Public Works Permit. Upon completion of construction and approval of final inspection by the Department of Transportation, The following items will be submitted by the developer or his representative to DOT:

- a) The Letter of Substantial Compliance completed by the developer's engineer. This document is actually required prior to final inspection by DOT or Development Services, as applicable.

- b) The Certificate of Compliance issued by the Division of Development Services,
- c) Certified as built plans by a registered engineer or land surveyor of the roadway facility. These as built shall be in reproducible form on.
- d) A final construction cost for the completed roadway, using the contract unit prices executed and sealed by the developer's engineer.
- e) A surety bond or letter of credit drawn on a Florida bank or bonding company. The amount will be 10% of final construction cost shall be submitted. If the developer submits for road maintenance acceptance within 60 days of issuance of certificate of compliance, the bond shall be valid for 2 years from certificate of compliance date. If the 60 day period elapses prior to **submittal**, the letter of credit shall be valid for 2 years from the date of issuance.
- f) Original, sealed testing lab certifications, including but not limited to, tests on subgrade, base, asphalt, concrete, utility trench backfill, as applicable.
- g) Necessary documentation (deeds or plats) that demonstrates that the County is receiving legal authorization to operate and maintain the road.
- h) Payment of the road maintenance acceptance fee as set out in General Fee Schedule.

The Department of Transportation will receive, review and approve the above documents for all roads proposed for county maintenance

After receipt and approval of these documents, and if DOT concludes that the County should accept maintenance responsibility for the road, they will prepare a blue sheet signed by the Director. The blue sheet makes the recommendation to the Board to accept the road for maintenance or deny acceptance for cause.

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