COUNTY DEPARTMENT AGENDA REQUEST

Department:	Public Works	Presenter(s):	Phil Mallon/Andy Adams
Meeting Date:	Wednesday, August 4, 2010	Type of Request:	New Business

Wording for the Agenda:

Discussion of gravel road operation and maintenance within Fayette County and consideration of improvement options and prioritization.

Background/History/Details:

Fayette County maintains over 50 miles of gravel roads within the unincorporated county. These roads receive varying amounts of traffic but generally share similar operation and maintenance concerns, including erosion and rutting of the road, speed control, drainage problems, excessive dust, and requests for paving.

Traditionally, major improvements to gravel roads have been funded through the County's Capital Improvement Program. The list of paving projects within the current CIP, however, does not necessarily match the need for paving expressed through public comment and staff's evaluation of operation and maintenance expenditures.

The purpose of this presentation is threefold: 1) to update the Board on current gravel road operation and maintenance needs; 2) to present a draft gravel road improvement prioritization list; and 3) to discuss options available for gravel road stabilization. The prioritization list will be presented for discussion purposes only and will be based on maintenance costs, public input, traffic data (to the extent available), engineering and environmental constraints, and compliance with other County plans and programs.

A copy of the County's Gravel Road Upgrade Policy (Policy No. 200.02) is provided as backup to this agenda request.

What action are you seeking from the Board of Commissioners?

No formal action is requested from the Board; however staff is seeking guidance regarding project prioritization and stabilization/paving options.

If this item requires funding, please describe:

NA

Has this issue come before the Commissioners in the past?	No	If so, when?	
Do you need audio-visual for the presentation?	Yes	Back-up Material Submitted?	Yes

STAFF USE ONLY

Approved by Finance	Yes	Reviewed by Legal	Yes
Approved by Purchasing	Not Applicable	Approved by County Clerk	Yes
Administrator's Approval	Yes		

Staff Notes:

Fayette County Road Department **Policy 200.02**
Gravel Road Upgrade Policy

PURPOSE

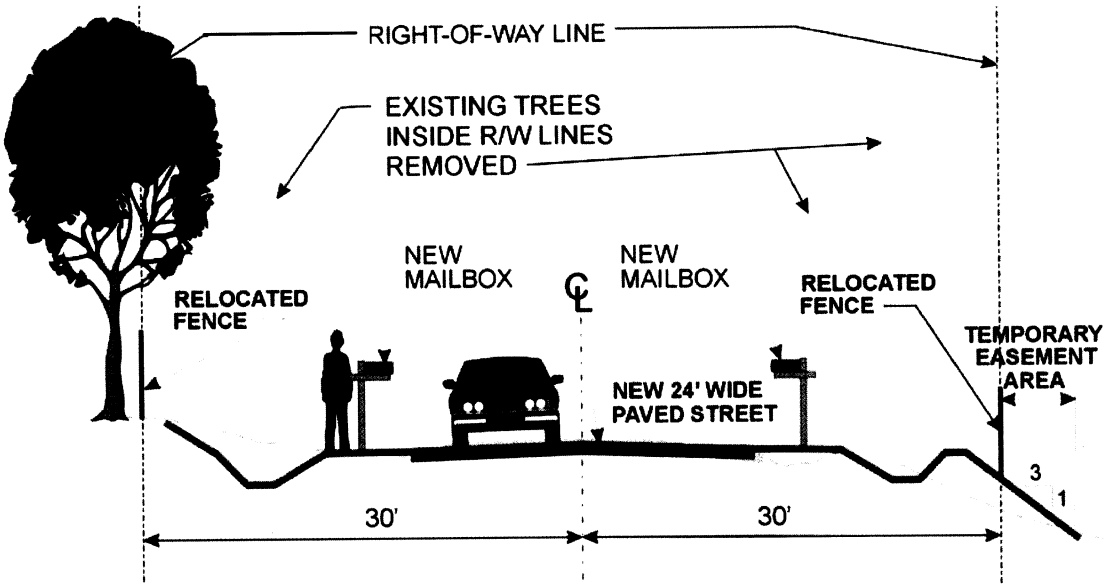
This policy provides a methodology and procedures for County citizens to follow when requesting that an existing gravel road be paved by the Road Department.

POLICY

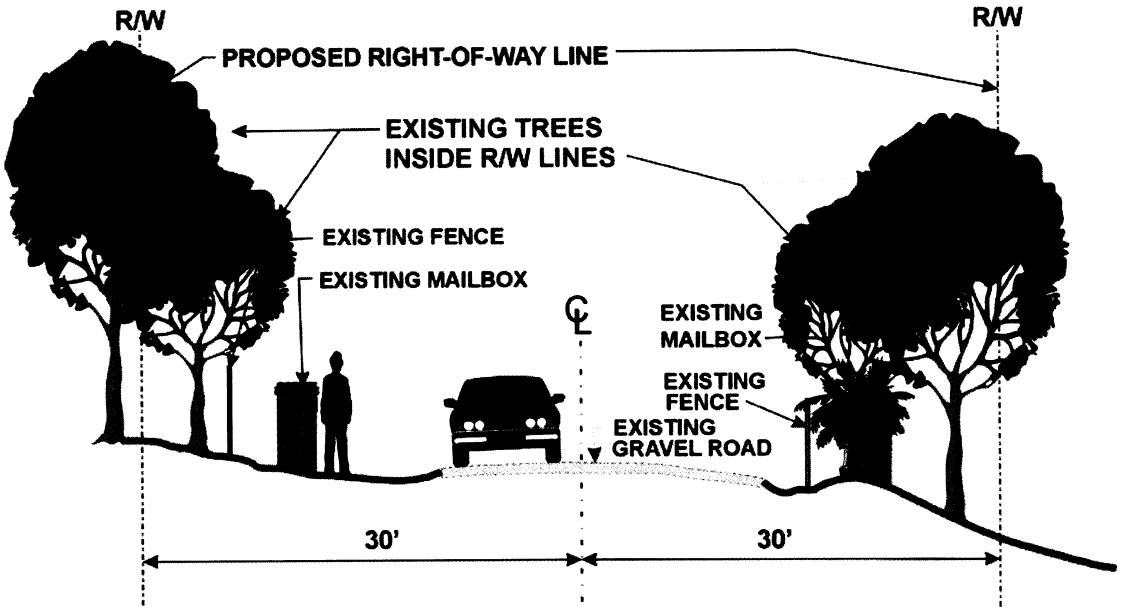
There shall be a consistent and uniform process for paving gravel roads upon request by citizens.

PROCEDURE

1. **Paving Request Petition** – The first step towards having a gravel road paved is to obtain a Paving Request Petition. Blank petitions are available on-line, at http://www.fayettecountyga.gov/public_works/index.asp or through the Road Department, located at 115 McDonough Road in Fayetteville (770-320-6010). The petition is used to gage property owner support of the project and willingness to donate right-of-way for the project. A detail, showing typical gravel and paved road cross-sections, is included with the petition to address common questions associated with road paving.
2. **Property Owner Support** – In order for a Paving Request Petition to be considered complete, it shall have the signatures (i.e., support) of enough property owners along the road such that at least 80 percent of the road frontage is pledged for donation. For example, a gravel road 2,500 feet long has 5,000 feet of road frontage (2 x 2,500). Eighty percent of this distance is 4,000 ft. Thus, a group of property owners having at least 4,000 feet of frontage must be willing to sign the petition. Completed petitions shall be submitted to the Road Department.
3. **Preliminary Engineering** – Upon receipt of the petition, Fayette County will prepare a conceptual road layout (based on existing aerial photography and topography) that shows the proposed road alignment, right-of-way, drainage improvements, and potential easements. This information serves two purposes. First, it allows the Road Department to develop preliminary cost estimates of the project. Second, it will provide information to help identify and explain potential impacts to property owners.
4. **Property Owner Confirmation** – The County will conduct a public information meeting within 90 days of receipt of a valid petition during which the conceptual plan will be presented to the citizens. This meeting is designed to disseminate information and allow questions regarding impacts to individual properties. After the public information session the Road Department will meet with property owners, as necessary, within 60 days to solicit input and answer questions about the proposed project. Upon validating that a minimum of 80 percent support for project still exists, the County will proceed with the remaining steps to move the request forward.
5. **Time and Material Cost Estimates** – The Road Department will develop time and material cost estimates for the construction work.
6. **Board of Commissioner Approval** – The Road Department will present the paving request, all pertinent supporting information and a Department recommendation on the request to the BOC at a public meeting. Property owners and other interested parties will have an opportunity to express support or opposition to the project at the meeting.
7. **Funding** – Upon Board approval, the project will be scheduled in accordance with the County's Capital Improvement Program.
8. **Engineering** – Upon scheduled implementation, detailed engineering work will commence. Properties will be surveyed and plans developed identifying road alignment, right-of-way donation area, temporary/permanent easements, drainage improvements, and other impacts to private property. Road improvements shall be designed in accordance with minimum safety standards.
9. **Right-of-Way Acquisition** – Upon completion of right-of-way plats and associated legal descriptions, the County will acquire the needed right-of-way and easements.
10. **Construction** – Construction activities will begin in accordance with the established parameters of the CIP.



FUTURE PAVED STREET



EXISTING UNPAVED STREET