



PRIVATE ROAD VARIANCE

OVERVIEW

Development of a private road must meet the standards outlined in **Chapter 24 of the Scio Township Codified Ordinances**. Private road variances are reviewed by the Township Planner, Township Engineer and Fire Department. Approval from Washtenaw County Road Commission is required for connection to public roads. Washtenaw County Water Resources Commission approval may also be required at the discretion of the Township Engineer.

REVIEW PROCESS

<i>Application / Required Information</i>	<p>The following information must be submitted in order for an application to be deemed complete:</p> <ul style="list-style-type: none">• A completed application form.• A vicinity map showing the location of the private road , any access roads and cross streets, road names, scale and north arrow (minimum scale 1-inch = 2,000 feet).• Existing topography at 2-foot contour intervals for portions of the site sufficient to determine drainage from the private road easement to a suitable stormwater outlet.• Proposed improvements such as roads, sewers and ditches, shown in plan and profile indicated all materials, grades, dimensions and bearings.• Existing and proposed grades, drainage facilities, utilities and structures.• Existing and proposed connections to existing public and private roads.• Soil borings within the proposed route of the road.• Tree coverage and wetland areas within 100 feet of either side of the proposed route of the road.• The location of existing buildings on the lots or parcels being serviced or intended to be served by the private road as well as any existing building or structures in or adjacent any proposed road easement.• The existing or proposed location of private utilities and easements, such as gas, electric, cable, etc.• Description of variance(s) sought.
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	<ul style="list-style-type: none"> • All documents related to the proposed private road including easements and maintenance agreement. <p>Review fees shall be enclosed as part of a complete private road variance application.</p> <p>Private Road Variance Review Fee: \$1,300 + \$30/acre + Engineering fees as required.</p>
<i>Planner/Staff Review</i>	<p>The Township Planner, Township Engineer, Fire Department and other staff as requested by the Zoning Official will provide a review and recommendation regarding the private road request based upon the review criteria found in Sections 24-3 through 24-5 of the Scio Township Codified Ordinance. This review and recommendation will be presented to the Planning Commission for review and recommendation to the Township Board.</p>
<i>Planning Commission Public Hearing & Recommendation</i>	<p>Upon hearing the Planner's review, the Planning Commission shall hold a public hearing and make a recommendation to the Township Board to approve or deny the private road variance request. The Planning Commission may postpone action on the application if it is determined that additional information is needed from the applicant that would help address the standards and findings of Sections 24-3 through 24-5 of the Scio Township Codified Ordinances.</p>
<i>Township Board Review</i>	<p>After recommendation of the Planning Commission, the application will be placed on the next available agenda of the Township Board (after the PC minutes have been approved). The Township Board will take action to approve, deny or postpone the private road variance request.</p>
<i>Approval</i>	<p>Private road variance approval is valid for one year period. No certificate of occupancy shall be issued for any building on a lot where a private road provides access until all roadwork is complete.</p>