



**INSTRUCTIONS TO APPLY FOR  
SIGHT DISTANCE / LAND SPLIT REVIEW  
(Residential, Private Road or Commercial)**

1. An applicant/property owner seeking approval to split a parcel of land shall submit a Sight Distance/Land Review Split application. A survey sketch of the property to be split is required. Please indicate on a copy of the sketch the proposed split(s). If you have obtained the application via the website, this application has "fill-in form" capability and can be printed for submittal.
2. See sight distance specifications in our approach specifications booklet for the appropriate approach type (residential, private road or commercial) before staking your proposed location. Make any necessary improvements to meet these sight distance guidelines prior to our inspection. Visit our website for current the current approach specifications ([www.livingstonroads.org/permit-office](http://www.livingstonroads.org/permit-office)).
3. Stake the existing property corners along the road frontage, stake any proposed property corners, easements and/or centerline of any driveway approaches. The stakes should be no further than 5 feet **maximum** from the edge of the road. Label the stakes with the applicant/property owners' name and tie each stake at the top with surveyor's tape.
4. Submit the completed application, required survey sketch, and fee to: **Livingston County Road Commission, 3535 Grand Oaks Drive, Howell, Michigan 48843** or via email to [permits@livingstonroads.org](mailto:permits@livingstonroads.org).
5. Sight Distance/Land Split Review Fees are scheduled as follows:
  - \$50.00 per approach, Reinspection fee (Not staked) - \$25.00 per inspection
  - Cash, check or credit card payment is accepted. Visit our website for online payment information ([www.livingstonroads.org/permit-office](http://www.livingstonroads.org/permit-office)).
6. A sight distance/land split review application may take up to 12 business days to process and issue a report. A copy of the report will be sent to the township and the applicant will be contacted either by email or phone.

*If you have any questions please contact the Engineering Department at the Livingston County Road Commission at (517) 546-4250 between the hours of 7:00 a.m.- 3:30 p.m., Monday – Friday.*

Livingston County Road Commission, 3535 Grand Oaks Drive, Howell, Michigan 48843, (517) 546-4250

## Sight Distance Information

Sight distance is the distance along a roadway that an object of specified height is continuously visible to a driver. The following sight distance values, according to the posted or absolute regulatory speed limit, are required for residential driveway approaches.

<u>Speed Limit (MPH)</u>	<u>Required Sight Distance (ft)</u>	
	<u>Standard</u>	<u>Minimum</u>
30 or below	335	290
35	390	335
40	445	385
45	500	430
50	555	480
55	610	530

If a driveway approach servicing only one single family dwelling cannot meet the value listed as standard then the driveway shall be placed in the best location, maximizing sight distance as close to the standard as possible. **A permit will not be issued where the minimum allowable sight distance, based on speed conditions, cannot be achieved.**

If a driveway approach is intended to serve more than one single family dwelling, then the values listed as standard represent the minimum requirements for sight distance. **A permit will not be issued where the standard sight distance, based on speed conditions, cannot be achieved.**

In the case of a proposed land division (land split), the driveway approach for each parcel being created should meet the standard sight distance values. If the standard sight distance value cannot be obtained along the frontage of the proposed parcels, the driveway locations shall be placed in the best location, maximizing sight distance as close to the standard as possible or the proposed property lines shall be adjusted to allow for driveways to be located where the sight distance is maximized as close to the standard as possible. Proposed driveway approaches will not be approved where the minimum allowable sight distance cannot be achieved.

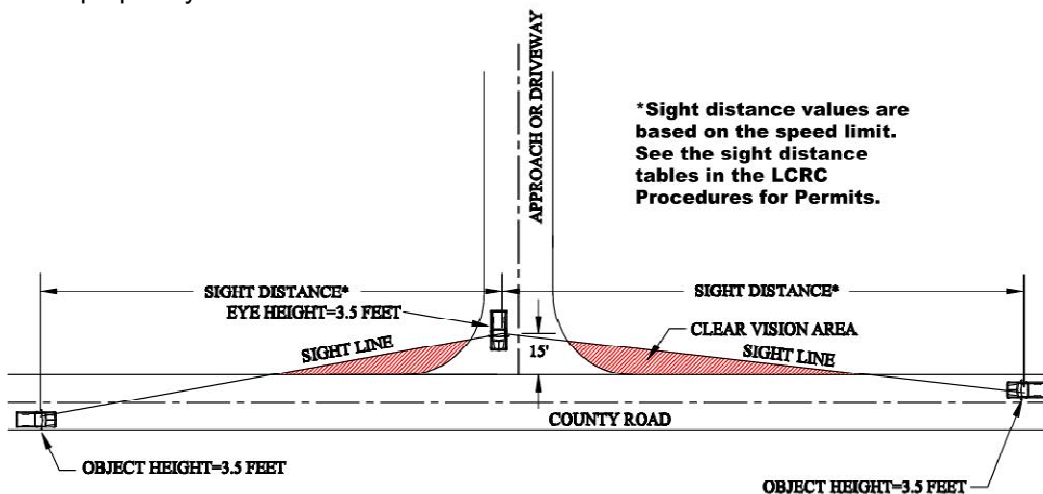
On gravel roads that do not have a posted speed limit, residential driveway approaches shall meet the 45-mph requirements for sight distance.

On roadways serving through traffic that have a 25-mph prima facie limit posted, residential driveway approaches shall meet the value listed as standard for sight distance.

Sight distance shall be measured on the edge of the roadway at the center of the approach, using an eye height of 3.5 feet above the road edge and sighting a target 3.5 feet high along the center of each lane on the road. A portion of the target being sighted shall be continuously in view for the required sight distance values. Further, the approach should be located to provide as much of the target in view as possible. The approach should also be located to maximize the view of oncoming traffic for a motorist on the existing county road preparing to turn left at the driveway.

The same sight distance required at the edge of the road shall be continuously provided, along the center of the approach, to a point 15 feet off the edge of the road. The Road Commission may reduce this requirement to a point not less than 10 feet off the edge of the road, depending on site-specific conditions.

A clear vision area, as shown in the figure below, shall be provided prior to construction and use of any residential driveway approach entering onto a roadway under the jurisdiction of the Livingston County Road Commission. To provide for adequate vision, all obstructions must be removed within the clear vision area. The property owner shall maintain the clear vision area in perpetuity.



**Board of County Road Commissioners  
Livingston County, Michigan  
Application for Sight Distance / Land Split Review**

Township: \_\_\_\_\_ Section No.: \_\_\_\_\_

Name of Development (if applicable): \_\_\_\_\_

Roadway On: \_\_\_\_\_ Side of Road: North South East West

Crossroad Reference: Distance: \_\_\_\_\_ feet mile N S E W of Road: \_\_\_\_\_

Indicate type of proposed approach: Residential Commercial Private Road Public Road

If land split, indicate Parcel Number(s) to review: \_\_\_\_\_

Comments: \_\_\_\_\_

**Property Owner:** \_\_\_\_\_ **Applicant:** \_\_\_\_\_

Street Address: \_\_\_\_\_ Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Day Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_

**Applicant Requirements**

1. Survey sketch is required. Parcel split information shall be provided on the survey sketch.
2. Existing and proposed property corners shall be clearly staked (preferably 4-foot high narrow wood stakes) along the road frontage. If the applicant wishes that a particular driveway location be reviewed, a stake for that location must also be placed. The applicant's name and corresponding parcel number or driveway information should be provided on each stake.

Please indicate the date that stakes will be placed along the road frontage: \_\_\_\_/\_\_\_\_/\_\_\_\_

**LCRC Use Only**

<p><b>*Application Fee = \$ 50.00 per approach</b></p> <p><b>**Additional Fees (determined by the LCRC)</b></p> <p>Inspection(s) = _____ @ \$25.00 = \$ _____</p> <p>Total Additional Fees = \$ _____</p> <p><b>Total Fees = \$ _____</b></p>	<p><b>Payment #1</b></p> <p>____/____/____ Date Received</p> <p><input type="checkbox"/> Cash</p> <p><input type="checkbox"/> Check No. _____</p> <p><input type="checkbox"/> Credit Card</p> <p>____ \$ _____ Receipt No. Amount</p>	<p><b>Payment #2</b></p> <p>____/____/____ Date Received</p> <p><input type="checkbox"/> Cash</p> <p><input type="checkbox"/> Check No. _____</p> <p><input type="checkbox"/> Credit Card</p> <p>____ \$ _____ Receipt No. Amount</p>
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**\*Application Fee** includes application, initial field inspection, compliance inspection and construction permit.

**\*\*Additional Fees** may be required if inspection services exceed the scope associated with the Application Fee as determined by the LCRC.

Property Owner: \_\_\_\_\_ Township: \_\_\_\_\_ Review No: \_\_\_\_\_