

Article 7 - Standards of Performance

Section 724. Private Roads (Amended 10/5/01; 4/7/03)

General Requirements – No building permit shall be issued to erect any structure containing a dwelling unit on a lot without frontage on a public road, nor shall a new lot be created without frontage on a public road unless a road meeting the criteria for “private road” has been approved under Site Plan Review and constructed. If approved under Site Plan Review a private road may be established in accordance with the following provisions:

1. Each lot shall have the minimum frontage required in the district regulations.
2. No more than four new lots shall be established on any new or existing private road or private road network. A private road network shall have no more than two private roads designed to connect as nearly as possible at right angles. A variation of up to fifteen degrees (15°) may be permitted. A new private road is one created after October 15, 2001 and conforming with the requirements of section 724.
3. When a private road is created or extended or a new lot is created on a private road and if the private road is to provide access to two or more lots, a maintenance agreement specifying each lot owner’s rights and responsibilities with respect to ownership, maintenance, repair, and plowing shall be submitted for the city’s approval. After approval by the city this agreement shall be recorded in the York County Registry of Deeds before a building permit is issued.
4. The plan of the new, extended, or improved road as approved and signed by the City Planner or Planning Board shall be recorded in the York County Registry of Deeds within 30 days of city approval. If the plan is not recorded within 30 days, the approval shall become null and void.
5. Nothing in this section shall override any requirement in the subdivision regulations that subdivisions be built on public roads.
6. The person proposing the private road shall submit a name for city review. The name of the street shall not be so similar to the name of other streets or locations in the city as to cause confusion. The City reserves the right to designate any name for the road and name and number it in accordance with E-911 standards.

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7. The land within the right-of-way of an approved private road shall not be used to meet the frontage or lot area requirements of any lot obtaining its frontage from the private road. The creation of a private road shall not reduce the frontage, lot area, or other dimensional requirements of an existing conforming lot below that required by the zone in which it is located nor reduce the frontage, lot area, or other dimensional requirements of an existing nonconforming lot.

8. The maintenance agreement shall be adequate for its purpose. Any private road Plan required under paragraph 4 above shall bear a note that "The City of Saco will not be responsible for the maintenance, repair, plowing or similar services for the private way. Future lot divisions may be prohibited."

9. Construction Standards - The design standards for new private roads and existing private roads are as follows:

- A. ROW Width--50 feet, if new; 40 feet, for existing portions
- B. Minimum Travel Width--18 feet
- C. Minimum aggregate sub-base (Type D)--15 inches
- D. Crushed gravel (Type A) or reclaim surface course--3 inch
- E. Minimum centerline grade--1%
- F. Minimum centerline radius--150 feet (new roads only)
- G. Roadway crown--3/8 inch per foot
- H. Maximum grade at intersection--2%
- I. Maximum length dead end--1500 feet (including a dead end public road, an existing private road or private road network)
- J. Maximum slope--10 %
- K. A turnaround suitable for public safety vehicles is required and can be designed as a hammerhead or T or cul de sac
- L. Swales and culverts are generally acceptable. However, at the intersection with a city street, the drainage practice used on the intersecting street may be required for the portion within the city right of way.
- M. A private road shall have a paved apron 40 feet long commencing at the existing edge of pavement of the intersecting public street. The portion in the City right of way will be constructed to normal city street standards.
- N. The applicant will provide a stop sign and street name sign meeting city specifications at the intersection with the public street prior to the issuance of an occupancy permit.

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10. Trees and brush shall be cleared from within three feet of the travel way and this clear zone shall be maintained permanently. The Saco Fire Department may inspect the road periodically. If the road is not in good repair in the judgment of the fire department, the parties to the maintenance agreement may be notified that the road needs repair and that the City may discontinue emergency services.

11. Before an occupancy permit is issued, the road will be inspected by the City and the applicant's engineer shall certify that it has been constructed as designed.

12. Existing private roads - Any private road existing on October 15, 2001, which provides frontage for one or more lots shall be allowed to provide frontage to those existing lots and up to four additional lots if it meets the standards or is improved to the standards of this section. The design standards for existing private roads are included in Paragraph 9 above.

13. Additional Submissions - In addition to the submissions requirements of Section 1104-1, applicants for the review of a private road shall provide:

A. A plan showing the new private road, or extensions, or improved private road shall be prepared by a registered professional engineer. The plan shall be labeled "Plan of a Private Road" and shall provide a signature block. The plan shall delineate the private road and each of the lots it will serve, including complete descriptive data by bearings and distances of existing (if any) and proposed rights of way.

B. The plan for the road shall include grades, the road profile, a typical section, a grading plan, a drainage plan, a plan for erosion and sedimentation control, and a utilities plan for each private road serving two or more lots.

C. A copy of the signed Standard Boundary Survey on which the street plan is based.

D. If the private road is to provide access to two or more lots, a maintenance agreement specifying the maintenance, repair and plowing responsibilities of each lot owner shall be submitted. Any private road plan required under paragraph 4 above shall bear a note that "The City of Saco will not be responsible for the maintenance, repair, plowing or similar services for the private way. Future lot divisions may be prohibited."

E. The location and size of existing and proposed utility connections, including sewer, or subsurface wastewater disposal systems, water, power, telephone, storm water drainage systems, power poles, light poles and nearest hydrant(s).

F. If an extension to an existing private road is proposed, the plan shall include all submissions required in 724-13. If only minor improvements to the existing portion of the road are required the City Planner may waive the submission and recording of some or all of a detailed plan of the existing portion of the road.

This ordinance is for those (pre-existing) parcels that may qualify for "Grandfathering" prior to 4-21-1992.

Adopted 4-21-92

Chapter 8 Streets and Public Areas

ARTICLE IV – STREET NUMBERS

ORDINANCE REGULATING THE BUILDING AND STREET NUMBERING IN THE CITY OF SACO

Section 8-401 Purpose

It is the responsibility of the municipality to protect the lives and property of the residents of Saco and, it is the desire of the municipality to operate efficient and effective public safety services. These efficient and effective public safety operations are inhibited by the current inconsistent residential building and street numbering process. Therefore, be it ordained by the City council of the City of Saco, Maine, that the following ordinance entitled "Ordinance Regulating the Building and Street Numbering in the City of Saco" be enacted.

Section 8-402 Displaying Numbers

All buildings shall bear a distinctive street number in accordance with and as designated upon the "Street Numbering Map" on file with the City of Saco Assessors Department. The Assessor or his designee shall be responsible to maintain and keep current said Map.

Section 8-403 Numbering Guidelines

The number shall be displayed upon the front of the building and/or on the side facing the street. The number shall be plainly visible from the street. Houses that are set back out of view from the road shall place a post or sign at the driveway entrance upon which shall be affixed the herein specified numbers. For city fire lanes, a numbered sign shall be affixed vertically to the existing fire lane post and shall conform to the following dimensions. (A) Two digit numbers, sign to be five inches wide by five inches long. (B) For three digit numbers, sign to be eight inches wide by five inches long. (C) For multiple numbers of two or three digit, numbers are to be in order and sequential, allowing five inches for each number. Said post/sign shall not be considered a structure which must conform to Zoning Ordinance setbacks. Said post/sign shall be placed out of the City's right-of-way and shall be six feet in height.

Section 8-404 Multi-family Units

For multi-family houses or apartment buildings, the house number shall be displayed as outlined in section 2. Each individual apartment or living unit shall be clearly sub-lettered.

Section 8-405 Number Size

Numbers shall be in Arabic figures, be no less than three (3) inches in height and a ½ wide stroke, and shall contrast in color with the color of the building or background to which they are attached.

Section 8-406 Illegal Display of Numbers

No person shall affix, or allow to be affixed, a different street number from the one designated on the street numbering map by the Assessor.

Section 8-407 Private Ways

If there are three or more developed parcels that abut a private lane or way, the owners of those lots may petition the City to "name the private way." The Assessor will then issue street numbers for said road. It will be the sole responsibility of the owners to maintain a street sign at the entrance to the private way in accordance with the current Public Works standards for other public and private road signs. The name of the private way cannot conflict or sound similar to existing road names.

Section 8-408 Penalties

Any person who, after being notified by the Codes Enforcement Officer or any officer from the City of Saco, fails to comply with any of the provisions of this ordinance within the time limit of not less than thirty (30) days specified in such notice, shall pay a fine of not less than \$50.00, not more than \$100.00, per violation.

Section 8-409 Severance Clause

If any provision or clause of this ordinance is determined to be illegal, that determination shall not affect the legality of any remaining provisions or clauses.