SECTION 350 - DRIVEWAYS

The purpose of access management is to preserve roadway safety and mobility while providing reasonable access to adjoining properties. Section 350 establishes the requirements for driveways and private access connections to public roads in Kootenai County. Because driveways connect directly to the public roadway system, their location, design, and construction can affect traffic safety, drainage, maintenance, and future roadway operations. This section explains permit requirements, spacing standards, design criteria, and site plan information needed for residential, commercial, and industrial access. By following these standards, property owners and developers help protect the community's roadway network and support safe, efficient travel for all users.

- Sub-Section 351 Approach Permit and Site Plan Requirements
- Sub-Section 352 Residential Driveway Requirements
- Sub-Section 353 Commercial/Industrial Driveway Requirements
- Sub-Section 354 General Driveway Requirements

351. APPROACHES AND SITE PLAN REQUIREMENTS

351.01 Approach Permit. Approaches are regulated by the Highway District's Access Management Ordinance. Approaches onto District roads shall be designed and constructed to provide forward vehicular movement for ingress (entering the property) and egress (existing the property) to the adjacent properties.

351.02 Site Plan Requirements. An Approach Permit application shall include a site plan containing sufficient information for the Highway District to evaluate the proposed approach and its relationship to the lot, driveway, proposed or existing structures, District highway, and public right-of-way. The site plan shall meet the following requirements:

351.02.a Required Site Plan Components

- A 20-foot minimum, 30-foot maximum curve radius on edge of the driveway from the edge of the roadway pavement. All of the driveway, including the radius, shall be within the extension of the lot line or property line.
- A cross-section of the driveway within the Highway District right-of-way showing driveway width, ditch section, maximum slopes for grading, maximum slope heights and erosion control measures to be used on the slopes.
- The site plan shall show the location of the house and garage and/or parking pad with dimensions from side, front, and rear lot lines as well as showing the existing and/or planned location of the highway improvements, the traveled way, the rights-of-way lines, lot lines, existing approaches, and proposed approach location.
- The site plan shall show the proposed location of the mailbox and mailbox turnout area.

351.03 Traffic Operations. An approach must be positioned in a manner that does not unnecessarily disrupt or endanger the smooth flow of vehicular or pedestrian traffic, nor create congestion.

351.04 Driveway Location. An approach should be placed only where roadway alignment and grade conditions are suitable—avoiding sharp curves, steep slopes, or locations with insufficient sight distance for safe traffic movement. In addition, driveways must not be situated where they would limit, obstruct, or compromise the proper installation or operation of traffic control signs, signals, lighting, or other related devices. Approaches on opposite sides of the road shall either align directly across from each other or be sufficiently spaced so vehicle turning movements don't conflict (see section 354.04).

351.05 Variances. If unusual conditions prevent approach locations as specified above, the Applicant may request special consideration to the Director for review and approval or through the Variance process outlined in Section 500.

351.06 Concrete Approaches. Concrete approaches are only allowed when the adjacent roadway has curb and gutter.

Why It Matters:

A driveway may appear small, but every driveway creates a traffic conflict point. Proper placement, spacing, and design help protect both the property owner and the traveling public.

352. RESIDENTIAL DRIVEWAY REQUIREMENTS

352.01. Residential driveways shall have a minimum width of 20-ft to a maximum of 32-ft, driveway widths shall not exceed 40% of the lot width without prior approval from the Director. Driveway surfacing must match the existing roadway surface. For driveways adjacent to asphalt roadways, the asphalt must extend to the right-of-way but in no case shall the asphalt extension beyond the edge of traveled way be less than 10-ft.

353. COMMERCIAL/INDUSTRIAL DRIVEWAY REQUIREMENTS

353.01 Commercial and industrial driveways shall have a minimum paved width of 30 feet and maximum of 40 feet. The ingress lane must be a minimum of 18-feet wide and the egress and a minimum of 12-feet wide. For approaches serving primarily truck traffic, the radii must be adequate to accommodate the truck turning movements and the maximum approach width shall be 40-feet. See Appendix 2 for additional grade requirements.

354. GENERAL DRIVEWAY REQUIREMENTS

354.01 Sediment and Erosion Protection. A standard stabilized construction entrance and the requirement that Best Management Practices (BMP) are in place to protect the Highway District rights-of-way from stormwater, sedimentation, and erosion from construction zones. Site Plans should show stormwater drainage direction pre- and post-construction. Additionally, erosion and sedimentation controls, culvert locations, sheet flow direction, and conveyances should be clearly noted and provided to the Highway District with jurisdiction as part of the Approach Permit.

354.02 Culverts. For information on culverts under driveways, see Section 307.03.

354.03 Traffic Control Features. For driveways or approaches that require turn lanes, traffic signals, or traffic control features see Section 313.

354.04 See table below for driveway spacing recommendations on rural roadways.

Rural Driveway Spacing Recommendations on Arterials and Collectors

Minimum Driveway Spacing From:

Roadway Classification	Signalized Intersection (Present or Future)	All-Way Stop Controlled Intersection	Other Driveways
Major Arterial	Limited Access per Ordinance	Limited Access per Ordinance	Limited Access per Ordinance
Minor Arterial	330 (RIRO); 660 (Full Movement)	330	330
Major Collector	220 (RIRO); 440 (Full Movement)	330	330
Minor Collector	220 (RIRO); 440 (Full Movement)	330	330

Rural Driveway Spacing Recommendations on Local Roads

Minimum Driveway Spacing From:

	Arterial or Collector Intersection	Local Street Intersection	Other Driveways
Local Road	155*	75	Based on site conditions (See 351.03, 351.04, 351.05 and SD-2)

Commercial, industrial, and residential driveways serving five or more dwelling units, accessing a major arterial shall be restricted to right-in/right-out movements only. Raised median islands shall be provided to prohibit left-turn ingress and egress movements.

On undivided roadways, driveways on opposite sides of the roadway should be aligned whenever possible. If alignment cannot be achieved, driveway spacing should provide a minimum offset of 165 feet between two minor traffic generators and 330 feet between two major traffic generators.

The driveway spacing values shown in these tables are the recommended access management standards and shall be used when feasible. Applicants proposing spacing that does not meet these values shall demonstrate that the recommended spacing cannot reasonably be achieved due to site constraints or other unique conditions. Approval of reduced spacing is subject to the Directors review and approval or a variance, as outlined in these standards.

Access on designated Critical Arterial Corridors shall be consistent with the Kootenai Metropolitan Planning Organization (KMPO) Critical Arterial Corridor Policy and applicable access management requirements.

**For driveways located on the approach side of a local road intersecting an arterial or collector that has a posted speed limit of 35 mph or greater, the minimum spacing between the driveway and the intersection (measured center to center) shall be the AASHTO stopping sight distance corresponding to a speed 10 mph less than the posted speed limit of the adjacent arterial or collector roadway.*