

SAN JUAN COUNTY ROAD POLICY



REVISED AUGUST 6, 2013

PREFACE

THE SAN JUAN COUNTY ROAD POLICY was adopted by the Board of County Commissioners of San Juan County, New Mexico on June 21, 1995, revised by the Board on February 20, 1997, June 19, 1997, March 2, 1998, September 4, 2002, May 24, 2006, May 19, 2009 and August 6, 2013.

THE SAN JUAN COUNTY ROAD POLICY is a policy of the elected body of the Board of County Commissioners of San Juan County, New Mexico. Anyone may propose amendments to this policy by addressing such a request to the San Juan County Executive Officer at 100 S. Oliver Drive, Aztec, New Mexico, 87410.

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SAN JUAN COUNTY ROAD POLICY

SECTION 1. GENERAL PROVISIONS AND PURPOSE. –

The purpose of this document is to establish simple procedures for the orderly and uniform administration of the San Juan County road system, and to establish standards for design, construction and maintenance of safe and durable roads.

SECTION 2. APPLICABILITY. --

This document applies to all County roads located within the unincorporated areas of San Juan County, New Mexico, except those roads lying within the exterior boundaries of the Navajo Nation Indian Reservation. This document also applies to the platting, design and maintenance of any road within a subdivision, in conjunction with the requirements of the New Mexico Subdivision Act, N.M.S.A. 1978, §§ 47-6-1, et seq. (as amended), and the San Juan County Subdivision Regulations (as amended).

SECTION 3. ROAD MAINTENANCE. ---

Only roads which have been classified for maintenance pursuant to this document shall be maintained by the County. Although the County shall endeavor to maintain each classified road in the best possible condition, maintenance of any road is contingent on adequate funding and the limitations of manpower, weather and equipment. Accordingly, this document shall not be construed as making any representation, warranty, guarantee or promise that any road, regardless of classification, will be maintained to any particular standard.

SECTION 4. MAINTENANCE CLASSIFICATION. ---

A. COUNTY MAINTAINED ROAD. --- A County Maintained Road is a road that has been accepted for full County maintenance. Each County Maintained Road is assigned a number and marked with a blue and gold sign. Services on such roads may include routine maintenance, dust control, replacement of base coarse, installation and repair of drainage structures, snow removal, pot-hole repair, bridge construction and repair, signage, resurfacing, weed control and mowing.

B. LESSER COUNTY MAINTAINED ROAD. --- A Lesser County Maintained Road is a road that has been accepted for limited County maintenance. Each Lesser County Maintained Road is assigned a number and marked with a blue and gold sign with an "LCM" at the bottom. Services on such roads shall be one initial application of gravel (if necessary) and blading twice a year thereafter, as needed. Any additional maintenance or repair will be at the direction of the County Executive Officer.

C. NON-COUNTY MAINTAINED ROAD. --- A Non-County Maintained Road is a road that has not been accepted for County maintenance. Each Non-County Maintained Road is assigned a number and marked with a red and white sign. The County shall not maintain any Non-County Maintained Road except as otherwise provided herein.

SECTION 5. INITIAL CLASSIFICATION. ---

Each County road shall be initially classified by the Public Works Department according to its maintenance status, except for a road within a subdivision, whose classification shall be assigned during the subdivision approval process according to the procedures and requirements of the San Juan County Subdivision Regulations, as amended.

SECTION 6. RECLASSIFICATION. ---

A. PROCEDURE. --- A County road may be assigned to a different maintenance classification only by following the procedure set forth herein.

1. INITIATING RECLASSIFICATION. --- Any member of the public with some real property interest in a given road may apply for its reclassification. The application shall be on a form prescribed by the Public Works Department, an exemplar of which is attached as Appendix A. Alternatively, a request for reclassification may be initiated by the Board of County Commissioners, in which case no application shall be necessary.

2. RESEARCH AND INVENTORY. --- The Public Works Department shall research the ownership and/or property rights of any road whose reclassification is requested. The Department shall attempt to contact each person with an ownership interest and determine each person's position on the proposed reclassification. The Public Works Department shall also visit the site, measure the road, evaluate its condition, evaluate any drainage or other maintenance risks, determine the location of above-ground or underground utilities, conduct a traffic impact analysis, determine any driving hazards, determine the primary use of the road, and conduct any required testing.

3. PREPARE REPORT AND RECOMMENDATIONS. --- Based on its study of the requested reclassification, the Public Works Department shall prepare a report which addresses the condition of the road, its estimated annual maintenance cost, need for reclassification, availability of right-of-way, and any unusual problems or conditions discovered during its research and inventory. The Public Works Department shall indicate in the report whether its preliminary investigation indicates the request should be approved, denied, or approved with conditions. A copy of the report shall be provided to the applicant and the Board of County Commissioners for approval

4. ACQUIRE RIGHT-OF-WAY. ---

a. County Maintained Road. --- If no public right-of-way easement exists, each landowner with an interest in a road proposed for County Maintained status shall be required to execute a deed of easement in form approved by the County Attorney. If consideration is demanded by any landowner, the demand shall be presented to the Board of County Commissioners before proceeding further. Any survey work and closing costs associated with this process shall be paid by the applicant or applicants. All property rights acquired pursuant to this Section shall be properly filed and recorded with the County Clerk, but only after execution of the Resolution of Final Approval.

b. Lesser County Maintained Road. --- On May 19, 2009 the Board of County Commissioners removed the Lesser County Maintained Road reclassification portion from the Road Policy. As of May 19, 2009 having a road reclassified as a Lesser County Maintained Road will not be considered.

5. ENVIRONMENTAL ASSESSMENT. --- An environmental assessment shall be conducted on each road where reclassification to a County maintained classification is sought. The cost of the environmental assessment shall be borne by the Subdivider, Contractor, etc.

6. FINAL DECISION. --- A copy of the request for reclassification, report from the Public Works Department, right-of-way documents, and the environmental assessment shall be submitted to the Board of County Commissioners, who shall make the final decision. In considering a request, the Board of County Commissioners shall consider the reclassification standards set forth at Section 6 (C) herein. If the request is approved, the Board shall execute a Resolution of Approval, which shall include the number, composition, length, condition and location of the road. The Board of County Commissioners may condition its approval upon completion of improvements or execution of documents. Any such conditions shall be set forth in the Resolution of Approval, and shall be accepted by the applicant in writing. Conditional approval shall become void six months from the date of the Resolution of Conditional Approval if all conditions are not met, and the road shall automatically revert to its previous classification without further action.

7. SIGNAGE, MAINTENANCE CHANGE, MAP ENTRY. --- After execution of the Resolution of Approval, County staff shall indicate any reclassification on official San Juan County road maps and on other San Juan County official publications, make any necessary change in signage, and modify the maintenance schedule as necessary.

B. EXCEPTIONS. --- The reclassification procedure set forth herein for reclassification of County roads shall not apply to any road whose reclassification is mandated by a court of competent jurisdiction, changes in classification required by repair or construction work, or as a result of an emergency. The reclassification procedure set forth herein shall not apply to abandonment of County roads, which are governed by the standards and procedures set forth in N.M.S.A. 1978, § 67-5-4 (as amended). Reclassification to a Lesser Maintained road from a County-Maintained road does not constitute abandonment, and such a reclassification may be accomplished through the procedures set forth herein.

C. RECLASSIFICATION STANDARDS. --- In considering a request for reclassification, the Board of County Commissioners shall consider the use of the road, its condition, annual maintenance cost, any particular maintenance problems identified by the Public Works Department, future needs, emergency access, availability and cost of right-of-way, alternate access routes to the same area, any other legal considerations, damage or benefits which may accrue to any person(s) as a result of the proposed reclassification, and any demonstrated economic benefit. The Board of County Commissioners may accept the request in-whole or in-part, or may designate only a portion of a road for reclassification.

However, no road may be reclassified as a County Maintained Road if the road is not constructed according to the standards set forth in the County's Standard Specifications For Road Construction, Appendix C, unless a special assessment district is to be created according to Section 6(D), below. Nor shall any road be reclassified for any County maintenance classification if maintenance is impossible, dangerous or unreasonably costly. Nor shall any road be reclassified for County maintenance if environmental problems are identified in the environmental assessment.

D. SPECIAL ASSESSMENT DISTRICTS. --- Any road for which reclassification is sought which does not at the time of application meet the standards set forth in Section 6(C), above, may be reclassified contingent upon creation of a special assessment district to finance necessary road improvements. Any road improvements such as paving, drainage improvements, or other such improvements that are requested by the public that are not currently planned or budgeted by the County may also be financed by the creation of a special easement district. Creation of the special assessment district shall be subject to statutory requirements, including N.M.S.A. 1978, §§ 67-4-20 through 67-4-24 (as amended) and N.M.S.A. 1978, §§ 3-33-1 through 3-33-43 (as amended).

SECTION 7. ROUTINE ADMINISTRATION OF THE ROAD NETWORK. ---

On an annual basis, the Administrator of the Public Works Department shall present a report to the Board of County Commissioners for its consideration and approval which certifies to the Secretary of the New Mexico Department of Transportation the total mileage, names, route and location of public roads maintained by San Juan County, pursuant to N.M.S.A., Section 67-3-28.3 (Supp. 1995). As part of the presentation, the Administrator of Public Works will report to the Commissioners the total miles of County-maintained roads in the network, any additions and/or deletions and estimated maintenance cost of the network.

Also on an annual basis, the Administrator of Public Works shall present a resolution to the Board of County Commissioners for its consideration and approval which authorizes the submission of an application to the New Mexico Department of Transportation for assistance from the Local Government Road Fund to perform necessary repair of and construction of roads in San Juan County, authorizing the expenditure of matching funds for categories of the Local Government Road Fund (i.e., CAP, CO-OP, and School Bus Routes) and recommend projects on which the funds may be used.

SECTION 8. MISCELLANEOUS PROVISIONS.---

A. OBSTRUCTION OF, DAMAGE TO OR WORK ON COUNTY ROADS. --- It is unlawful to obstruct or damage public roads (N.M.S.A. 1978, §§ 67-7-1 and 67-7-2). No objects will be allowed on, or within 12 feet of, the driving surface that may interfere with the safety of persons or vehicles utilizing a County road. Fences, locked gates and other obstructions are prohibited on all County maintained and lesser County maintained roads or rights-of-way.

Private parties or organizations shall not perform any type of construction or other activity such as, but not limited to, utility installation, or constructing a driveway/road intersection without first applying for and securing authorization from the San Juan County Public Works Department, thereafter complying fully with all provisions and standards set forth in the authorization. This provision may be waived only in the event of an emergency; however, a follow-up authorization will be required. See Appendix D.

B. PAVEMENT, GRAVEL, CULVERTS, CATTLEGUARDS, WEED CONTROL, TRAFFIC SIGNS/PAVEMENT STRIPING AND STREET LIGHTING. --- The County may pave, gravel, install culverts, install cattleguards, perform weed control, install signs, stripe and install street lighting on any County maintained road or public right-of-way at its discretion. Upon citizen request, the County may perform any of the above if it is determined to be necessary and is in the best interest of the County. Any requested improvements will be prioritized based on need and will be contingent upon available funding, manpower and equipment.

Any road improvements such as paving, drainage improvements, or other such improvements that are requested by the public that are not currently planned or budgeted by the County may also be financed by the creation of a special easement district. Creation of the special assessment district shall be subject to statutory requirements, including N.M.S.A. 1978, §§ 67-4-20 through 67-4-24 (as amended) and N.M.S.A. 1978, §§ 3-33-1 through 3-33-43 (as amended).

1. PAVEMENT. --- Currently paved roads will be maintained at that level including asphalt patching and resurfacing when determined to be necessary by the County.

2. GRAVEL. --- Currently graveled roads will be maintained at that level including routine blading and dust control when determined to be necessary by the County.

3. CULVERTS. --- Culverts will be installed in such a manner as to align with the historic or established drainage. However, this does not imply that San Juan County is responsible to maintain the drainage channel beyond the limits of the right-of-way easement. Only in the event it is determined that such maintenance of the drainage channel would directly benefit the County and the County has received permission and indemnification from the property owners would the County consider performing work.

4. CATTLEGUARDS. --- The installation of cattleguards on County maintained and lesser County maintained roads that define property lines and are not intended to enhance public safety will be the responsibility of the landowner.

On County maintained roads, the requesting landowner shall be required to reimburse the County for the cost of the item and its installation cost. The County shall install the cattleguard to its specifications and shall assume responsibility for any future maintenance of the unit.

On lesser County maintained roads, the requesting landowner shall be responsible for the installation and any future maintenance of the unit.

No cattleguards will be permitted on County maintained or lesser County maintained roads that do not meet the Public Works Department's minimum specifications. **No** maintenance of cattleguards on County maintained or lesser County maintained roads will be permitted unless first authorized (see Authorization Form, Appendix D) by the Public Works Department. All maintenance must be fully inspected by the Public Works Department after completion.

5. WEED CONTROL. ---

The County may use herbicides and mowing as part of its weed management program. The use of herbicides and mowing on County road rights-of-way will be at the discretion of the Administrator of Public Works.

a. Herbicides. --- Herbicides may be used to inhibit and/or prevent weed, shrub and tree growth on County road rights-of-way. Herbicides may also be used in an effort to control noxious weeds on County road rights-of-way.

The County can, at the discretion of the Administrator of Public Works, control noxious weeds on County and/or private property (with landowner's permission) if it is determined to be in the best interest of the County or should any noxious weed acts may be enacted within this State. The County will attempt to perform this service at no charge to landowners.

b. Mowing. --- Mowing will be done on maintained and lesser maintained County roads when weed growth obstructs the visibility of traffic and/or pedestrian ingress and egress.

6. TRAFFIC SIGNS/PAVEMENT STRIPING. --- The placement of all traffic signs and pavement striping will be performed in compliance with the Manual on Uniform Traffic Control Devices (MUTCD). Materials shall be in accordance with requirements of ASTM standards, FHWA specification FP-96, and Federal Register Volume 48, No. 200, 10/14/83. Speed limits will be established based on State laws.

7. STREET LIGHTING. --- Only major road intersections will be considered for dusk-to-dawn street lighting. The Administrator of Public Works will consider and approve or deny each request on a case by case basis.

SECTION 9. DESIGN AND CONSTRUCTION OF ROADS WITHIN SUBDIVISIONS. ---

A. IN GENERAL. --- Pursuant to Subsection 8.3.1 of the San Juan County Subdivision Regulations (as amended), each road within a subdivision is to be designed and constructed to conform to the standards set forth herein. Design of each road that is intended to be maintained by the County must be reviewed and approved by the Board of County Commissioners or its designated representative.

B. DESIGN. --- All roads, including the driving surface, shoulders and drainage improvements, shall be designed and constructed utilizing generally accepted engineering standards and construction materials, taking into account appropriate local conditions. All roads shall meet or exceed the conditions set forth herein, and shall be designed to meet or exceed the construction standards set forth in 'STANDARD SPECIFICATIONS FOR ROAD CONSTRUCTION' (Appendix C). As part of the subdivision review process and before road construction begins, pursuant to the referenced specifications, a **roadway structural/pavement design** prepared and stamped by a New Mexico registered professional engineer shall be submitted to the Public Works Department. This design will be based on sound engineering principals.

C. RIGHT-OF-WAY. --- Each right-of-way for a road in a subdivision which is intended to be dedicated and maintained by the County must be sixty (60) feet in width (thirty feet on each side of the centerline). Depending on the use of the road, the County may, at its discretion, require more or less right-of-way than specified herein.

D. ENVIRONMENTAL ASSESSMENT. --- An environmental assessment shall be conducted on each road within a subdivision where County maintained classification will be sought. This report shall accompany the **roadway structural/pavement design**. The cost of the assessment shall be borne by the developer.

E. LAYOUT. --- The proposed layout shall be made according to sound land planning practice for the type of development proposed, and shall be coordinated with the road system of the surrounding areas. Road layout must provide for the continuation of principal roads in surrounding areas.

F. ACCESS. --- The Subdivider is required to provide suitable access from the subdivision to an existing public road. If this access road intersects with an existing County-maintained road, the Subdivider must first apply for and secure authorization from the San Juan County Public Works Department (see Appendix D), prior to Subdivision approval. A traffic impact analysis may be required if deemed necessary by the San Juan County Public Works Department. This approved authorization shall also accompany the roadway structural/pavement design.

G. DAMAGE TO ADJOINING ROADS. --- The Subdivider shall be responsible for any and all damages that occur to any adjacent roadway which results from development of any subdivision.

H. DEDICATION. --- Any road within a subdivision may be offered for dedication. An offer of dedication is not required, but if no dedication is made, appropriate disclosures shall be made and adequate provisions for road maintenance pursuant to Subsection 8.3.2. of the San Juan County Subdivision Regulations, as amended, shall be made.

I. HALF ROADS. – No half roads shall be platted or constructed.

J. ROAD DESIGNATIONS. --- All roads shall be numbered so as to be consistent with existing numbering policy. All individual house numbers, whether on private or public roads, shall conform to the County's Rural Addressing System.

K. MAINTENANCE. --- No road within a subdivision shall be maintained by the County until it has been designed and constructed according to the standards and specifications outlined herein, specifically accepted for maintenance by the Board of County Commissioners, and conforms to the other requirements set forth in the San Juan County Subdivision Regulations, as amended.

SECTION 10. ACCESS MANAGEMENT PLAN. ---

The Access Management Plan by the Metropolitan Planning Organization (MPO), as adopted by the Board of Commissioners, is Appendix (E) of the San Juan County Road Policy.

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APPENDIX A

**SAN JUAN COUNTY
REQUEST FOR ACCEPTANCE OF NON-COUNTY MAINTAINED ROAD
TO A COUNTY MAINTAINED**

NAME OF APPLICANT _____

MAILING ADDRESS _____

PHONE NUMBER _____

NAME OF SUBDIVISION _____

NAME/NUMBER OF NCM ROADS _____

EXACT LOCATION OF SUBDIVISION/ROAD _____

TYPE OF MAINTENANCE REQUESTED: _____ County Maintained

SIGNATURE OF APPLICANT _____

ACTION REQUESTED (SUBJECT TO BUDGETARY CONSTRAINTS) _____

Questions: Please call (505) 334-4520, San Juan County Public Works Department

SUBMIT APPLICATION TO:
San Juan County, Public Works Department
305 S Oliver Drive, Aztec, NM 87410

For Office Use ONLY:		
<u>Number of roads</u>	<u>Length of roads</u>	<u>Width of driving surface</u>
<u>Overall condition</u>	<u>Drainage Problems</u>	<u>Utility inventory</u>
<u>Right-of-way width</u>	<u>Right-of-way documents</u>	<u>Roadway structural</u>
<u>Environmental assessment</u>	<u>Approved authorization</u>	<u>Compliance report</u>
<u>Report to Commission</u>	<u>Resolution</u>	<u>Staff Summary</u>
<u>Filed at Clerk's office</u>		

APPENDIX C

SAN JUAN COUNTY, NEW MEXICO STANDARD SPECIFICATIONS FOR ROAD CONSTRUCTION

SECTION 1. REFERENCES. ---

These specifications and standards, in conjunction with the Specifications of the American Association of State Highway and Transportation Officials (hereinafter "AASHTO"), and the New Mexico Department of Transportation Standard Specifications for Road and Bridge Construction, 2004 edition (hereinafter "N.M.D.O.T. Standards"), as amended, shall apply to all road construction within the unincorporated areas of San Juan County, New Mexico, which are not within the exterior boundaries of the Navajo Nation Indian Reservation.

SECTION 2. SPECIFICATIONS. --- Pursuant to the referenced specifications, **a roadway structural/pavement design** prepared and stamped by a New Mexico registered professional engineer shall be submitted to the Public Works Department. This design will be based on sound engineering principals and will consider, but not be limited to, the following minimum specifications:

A. RIGHT-OF-WAY. --- Unless otherwise specified, an easement or right-of-way, in form acceptable to the County, must be provided. The right-of-way must be at least 60 feet in width (30 feet each side of center line). Depending on the site conditions and use of the road, the County may, at its discretion, require more or less right-of-way than specified herein.

B. TREES AND BRUSH. --- For safety purposes, all trees and brush shall be removed from the right-of-way.

C. UTILITIES AND IRRIGATION SYSTEMS. --- All utility installations must be 36 inches below the lowest point of the road cross section, except high-pressure gas lines, which must be 48 inches below the lowest point of the road cross section. High-pressure gas lines shall be clearly marked with appropriate warning signs where the line intersects the right-of-way. All utility facilities parallel to a County road and associated manholes, junction boxes, meters or other above-grade apparatus shall be installed within five feet of the right-of-way line. Minor variations will be considered on an individual basis. In no event shall the installation be within such proximity to the traveled portion of the roadway as to interfere with off-road parking or road maintenance. Above-grade apparatus must be clearly marked with a delineated warning marker acceptable to the Public Works Department. All at-grade valve or junction boxes located in the road's driving surface or shoulder must be protected with an at-grade 2-foot by 2-foot by 6-inch concrete collar.

Irrigation systems and ditch crossings within the right-of-way must be bridged or piped and cased under the entire right-of-way. Piped road crossings shall be installed a minimum of 24 inches below the lowest point of the road cross section or with sufficient cover to withstand HS-20 truck traffic. Open ditches carrying irrigation waters shall be placed outside of the right-of-way. Borrow ditches shall not be used for irrigation or tail waters.

D. DRAINAGE. --- Positive site drainage away from the roadway will be provided utilizing historic or established drainage channels or storm drains. Unless otherwise provided for and approved, maintenance of drainage easements outside the right-of-way that crosses private property will not be provided by the County. Each culvert crossing under the roadway shall be a minimum of 18 inches in diameter, or be sized to accommodate a standard 24-hour storm. The culvert shall be long enough to extend slightly past the toe of the foreslopes of the roadway, be in line with the established drainage ditch and installed in a manner that will not impound surface drainage water or silt in. The culvert must be of sufficient gauge or thickness and be installed with sufficient cover to withstand HS-20 truck traffic. Culverts with a 12-inch diameter shall be used for driveway access to each lot unless a different size is specifically required by the County Public Works Department.

E. GRADES. ---

1. Road grades shall generally not exceed the guidelines outlined below, with appropriate allowance made for vertical curve. No road grade shall be less than 0.5 percent.

PERMISSIBLE ROAD GRADES

Arterial road	5 percent grade
Collector roads	8 per cent grade
Other roads	10 per cent grade

2. Grades approaching intersections should not exceed five (5) percent for a distance of not less than one hundred (100) feet from the center line of said intersection.

3. Road grades shall be established whenever practicable in such a manner as to avoid excessive grading.

F. INTERSECTIONS. ---

1. Roads shall be laid out as to intersect as nearly as possible at right angles. No road shall intersect any other road at an angle of less than seventy (70) degrees.

2. Road jogs with center line offsets of less than one hundred twenty-five (125) feet shall not be permitted.

3. Property lines at road intersections shall be rounded with a minimum radius of twenty-five (25) feet.

G. CUL-DE-SACS. --- The right-of-way radius and cul-de-sac design will be determined by site conditions and topography. However, the minimum right-of-way radius will be 50 feet and the minimum driving surface radius will be 43 feet. An adequate shoulder, foreslope, drain ditch and backslope shall be provided for within the design. A cross-section drawing of each cul-de-sac shall be included in the subdivision plans.

H. VERTICAL CURVES. --- All vertical curves shall have such length as necessary to provide a safe distance and a smooth transition in the driving surface. For differences in slope greater than 2%, the minimum length of the vertical curve shall be 15 times the algebraic differences in slope expressed as a percentage.

I. SUBGRADE PREPARATION. ---

1. CLEARING. --- Before beginning preparation of the subgrade, all sod and other vegetation shall be removed from the roadbed.

2. COMPACTION. --- After clearing, the subgrade section of the roadbed shall be scarified to a depth determined by the **roadway structural/pavement design** and be compacted to not less than 95% of maximum dry density as measured by AASHTO T-99, Method C. The processed width will be as wide as necessary to encompass the roadway structure. The moisture content shall be in accordance with the provisions of the second paragraph of subsection 203.37, N.M.D.O.T. Standards ("Moisture and Density Control") or its approved equivalent. All deep fills, including those around drainage structures and utilities, shall meet the same standards. The project engineer will determine the exact number and location of the compaction tests.

3. SUPPLEMENTAL MATERIAL. --- If testing indicates that the onsite materials are unsuitable for proper subgrade construction, the **roadway structural/pavement design** must clearly show how the difficulties presented will be overcome by the onsite materials. If necessary, imported supplemental subgrade materials shall be used and meet the above-mentioned compaction requirements.

J. BASE COARSE. --- The depth of the base coarse section of the roadway structure shall be determined by the **roadway structural/pavement design**. If allowed to be used as a driving surface, it shall be a minimum of 6 inches in depth. All such material shall meet or exceed Section 304, N.M.D.O.T. Standards ("Base Coarse and Subbase"), and testing must demonstrate that base coarse meets or exceeds AASHTO standards set forth below:

Mechanical Analysis-AASHTO T27; Passing No. 200 sieve-AASHTO T11; Liquid Limit-AASHTO T89; Los Angeles Abrasion-AASHTO T96; Soundness (5 cycle Magnesium Sulfate Solution)-AASHTO T104; Linear Shrinkage-Materials Testing Control Manual.

Base coarse aggregate materials shall be combined so that the resulting composite blend meets or exceeds the requirements of Class II, as follows:

**BASE COARSE CLASSIFICATION
PERCENT PASSING**

Sieve Size	Percent
1"	100
3/4"	85-100
No. 4	40-70
No. 10	30-55
No. 200	4-12
Soundness	18 or less
L.A. Abrasion	50 or less
L.L.	25 or less

Base coarse shall be spread in layers which will permit the required density to be obtained. Density shall meet or exceed AASHTO T180. Unless otherwise provided, base coarse shall be compacted to not less than 96% of the modified proctor. Field densities will be determined in compliance with AASHTO T-238 and as otherwise described in 304, N.M.D.O.T. Standards.

K. DRIVING SURFACE. ---). The driving surface shall be 24 feet wide. The road surface shall be crowned a minimum of 2% (2.88 inches in 12 feet).--Roads located within a subdivision which are eligible for summary review under the San Juan County Subdivision Regulations shall provide a driving surface of properly prepared base coarse in accordance with the preceding requirements. Roads located within any other subdivision regulated by the San Juan County Subdivision Regulations shall provide a driving surface of asphalt concrete in accordance with the following requirements. Roads that are constructed with curb, gutter and sidewalk will be at the discretion of the developer and must meet specifications per Appendix C.

1. ASPHALT CONCRETE. --- If asphalt concrete is used as a driving surface, it shall meet or exceed Section 401, N.M.D.O.T. Standards. The thickness of the asphalt of the roadway structure shall be determined by the **roadway structural/pavement design**.

2. PLANT MIXED SEAL COAT. --- If a plant mixed seal coat is used on any driving surface, it shall meet or exceed N.M.D.O.T. Standards.

3. TACK COAT. --- If a tack coat is used on any surface, it shall meet or exceed Section 407, N.M.D.O.T. Standards ("Tack Coat").

4. PRIME COAT. --- If a prime coat is used on any surface, it shall meet or exceed Section 408, N.M.D.O.T. Standards ("Prime Coat").

L. PAVING VARIANCE--- The Board of Commissioners may waive the paving requirement based on consideration of information provided at the time a variance is submitted by the subdivider's consulting engineer which address the following issues:

1. The anticipated traffic volumes generated by the subdivision.
2. The location of the subdivision roads in relation to other paved roads in the area.
3. The rate of growth and population density of the area in which the subdivision is located.
4. The amount of traffic upon the roads located within the subdivision created by surrounding land uses.
5. Physical characteristics that may adversely affect the cost or difficulty of maintenance or safety of unpaved roads if allowed within the subdivision.
6. Comments regarding paving from any entity that has planning and platting jurisdiction in the area the subdivision is to be located.

As a condition of such waiver the subdivider shall agree, on behalf of himself and his successors in title and state in the Disclosure Statement that the property owners will participate in an improvement district if as one is formed in the future to assess property owners with the cost of paving, and otherwise improving roads to applicable County standards.

A committee consisting of the Public Works Administrator, Community Development Administrator and the Subdivision Review Officer will review the request for a paving variance and make recommendations to the County Commissioners for their consideration.

M. CONCRETE WORK.--- All concrete work must comply with CSI (Construction Specifications Institute), MF (Master Format), 2004 Edition, Specifications: 03 30 00, 03 20 00, 03 10 00, 03 29 00.

N. SHOULDERS. --- The shoulders shall extend 5 feet on each side of the driving surface and must be constructed of asphalt, double-penetration chip seal, or properly compacted base coarse. Base coarse used on the shoulders shall be compacted to 96% modified proctor as measured by AASHTO T-99, Method C.

O. COMPLIANCE WITH DESIGN SPECIFICATIONS AND TESTING. --- It shall be the responsibility of the developer to retain the services of a New Mexico registered professional engineer qualified and equipped to perform the overall construction inspection, materials testing and compaction tests. The developer shall notify the Public Works Department of the name of the Engineer or Engineering Company prior to construction. The developer or Engineer must contact the Public Works Department at the start of each phase of the road construction, i.e., clearing/grubbing, compaction, driving surface. Upon completion of construction of the roads, a detailed report, in a format approved by the Public Works Department, shall be submitted to the Public Works Department. The report shall certify that sound construction practices were used, that all necessary testing was performed and that all specifications are in compliance. All densities shall be determined in compliance with AASHTO T-99, Method C. Field densities shall meet or exceed 207.31, N.M.D.O.T.

P. REQUESTING COUNTY-MAINTAINED STATUS. --- Accompanying the above-mentioned report shall be an application requesting Full County-Maintained status of the roads. Upon receipt of this report and application, the Public Works Department will present the request to the Board of County Commissioners for their consideration and possible approval. Individual roads within the subdivision may be considered for County maintained status once construction is complete. However, this phased-in approach will require a separate report and application for each road.

Q. DRAWINGS. --- Exhibit B, "County Road Standards," on the following page is an integral part of these specifications and standards and is incorporated herein as a substantive standard for road construction.

APPENDIX D

**AUTHORIZATION FOR CONSTRUCTION OR
OTHER RELATED ACTIVITY WITHIN A SAN JUAN COUNTY
ROAD, RIGHT-OF-WAY OR EASEMENT**

DATE _____ AUTHORIZATION NO. _____

APPLICANT'S NAME _____ PHONE # _____

APPLICANT'S ADDRESS _____

LOCATION OF CONSTRUCTION/ACTIVITY _____

DESCRIPTION OF
CONSTRUCTION/ACTIVITY _____

I, the undersigned, have read and understand all instructions, conditions and terms stated herein. I agree to abide by said instructions, conditions and the terms as set forth in this authorization.

SIGNATURE _____

DRAWING/SKETCH

APPROVED BY: _____ DATE: _____

INSPECTED BY: _____ DATE: _____

AUTHORIZATION FOR CONSTRUCTION OR OTHER RELATED ACTIVITY WITHIN A SAN JUAN COUNTY ROAD, RIGHT-OF-WAY OR EASEMENT

INSTRUCTIONS

LOCATION OF CONSTRUCTION/ACTIVITY: Describe the exact location, i.e., County Road #, address, mile marker # or landmark. If available, give section, township, and range.

DESCRIPTION OF CONSTRUCTION/ACTIVITY: Describe type of construction or activity, such as, but not limited to, utility installation or construction of road intersection. Attach a detailed plan and profile drawing.

GENERAL

All installations will be made in strict accordance with the detailed plan and profile drawing submitted by applicant. It is further understood that the County will not be responsible for any maintenance of any utility installed in a County road, right-of-way or easement.

All utility installations must be 36 inches below the lowest point of the road cross section, except high pressure gas lines, which must be 48 inches below the lowest point of the road cross section. High-pressure gas lines shall be clearly marked with appropriate warning signs where the line intersects the road, right-of-way or easement.

All utility facilities parallel to a County road and associated manholes, junction boxes or any other above-grade apparatus shall be installed within five feet of the outer right-of-way line. Minor variations will be considered on an individual basis. In no event shall the installation be within close proximity to the traveled portion of the roadway as to interfere with off-road parking or road maintenance. Above-grade apparatus must be clearly marked with a delineated warning marker acceptable to the Public Works Department. All at-grade valve or junction boxes located in the road's driving surface or shoulder must be protected with an at-grade 2 foot by 2 foot by 6 inch concrete collar.

All trenches parallel to the roadway that are outside of the roadway foreslopes shall be backfilled and compacted to density equal to the surrounding undisturbed soil. All disturbed areas shall be graded in such a manner that will not interfere with the established drainage.

If, in the opinion of the County's designated representative, any excavated material is unfit to be used as backfill, it shall be removed from the site and disposed of properly. Select material, satisfactory to the County's designated representative, shall be imported and substituted for backfill purposes.

The Public Works Department, at the expense of the authorized party, will require compaction tests by a Certified Laboratory. The County's designated representative will determine the exact number and location of the compaction tests.

A detailed work zone traffic control plan must accompany the application. No County road will be completely closed. If a detour around the construction is not feasible, then the installation across the road will be made one-half at a time to allow through traffic around the construction.

All construction activity within a County road, right-of-way or easement must be performed during daylight hours. All lanes must be reopened to traffic during nighttime hours, except in the event of an emergency. Proper lighting and signage of the work zone will be required in such an event.

CONDITIONS

PAVED ROADS

Wherever possible, all underground installations across paved roads shall be bored and casing pipe installed as determined by the County's designated representative. If boring is not feasible, a request for waiver of the County's boring requirement must be submitted in writing to the Public Works Department. Reasons such as space limitations, soil conditions or other factors should be clearly stated and documented. If permission is granted to cut pavement and excavate in the roadway, the following procedure will be used:

The pavement shall be cut to a clean, vertical, straight line with a cutting wheel or a pneumatic pavement cutter to the width required for accommodating the trench excavation. All subgrade backfill under paved roads, within the toe of the foreslopes, shall be compacted to 95% of maximum dry density. The subgrade backfill shall be brought up to a level nine inches from the finish grade of the asphalt. Six inches of one-inch base coarse will then be added and compacted to 96% of modified proctor. Three inches of type II B hot mix will then be added and compacted to finish grade. In the event hot mix is not available, cold mix shall be used as a temporary repair. Pavement repairs will be guaranteed for a period of one year.

UNPAVED AND GRAVEL ROADS

All subgrade backfill under unpaved or gravel roads, within the toe of the foreslopes, shall be compacted to 95% of maximum dry density. On gravel roads, the subgrade backfill shall be brought up to level six inches from the finish grade of the driving surface. Six inches of one-inch base coarse will then be added and compacted to 96% of modified proctor. The finished surface of the gravel road will be restored to its original condition as determined by the County's designated representative.

DRIVEWAY OR ROAD INTERSECTION

When a driveway intersecting a County Road is constructed, the party constructing the private drive must install 30 feet of 12-inch diameter culvert pipe under the driveway. It shall be in line with the established drainage ditch and installed in such a manner that will not impede surface drainage water or silt in.

When a private or public road intersecting a County road is constructed, the party constructing the road must install a culvert that is a minimum of 18 inches in diameter or be sized to accommodate a standard 25-year storm. The culvert shall be long enough to extend slightly past the toe of the foreslopes of the intersection, be in line with the established drainage ditch and installed in such a manner that will not impede surface drainage water or silt in. The culvert must be of sufficient gauge or thickness and installed with sufficient cover to withstand HS-20 truck traffic. Road intersections shall be rounded with a minimum radius of 25 feet. Devices to control livestock will be required if applicable.

TERM

This authorization may be issued with the express understanding that approval is temporary, subject to being rescinded if, after review by the County's designated representative, conditions or limitations relative to the proposed construction or activity adversely affect the County's interest. In the event any grade or alignment changes are made on a County road that necessitate relocation of any utilities, the authorized party will relocate, at their own expense, their utilities promptly upon receipt of written request from the Public Works Department, provided that at such time said authorized party is not entitled to reimbursement as contemplated by Sections 67-8-15 through 67-8-21 N.M.S.A., 1978, compilation as amended, and as may hereinafter be amended.

APPENDIX E
ACCESS MANAGEMENT PLAN