

# TOWN OF LOS ALTOS HILLS

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## Town's Road System Policy

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Approved by City Council: May 18, 2017

### Code Sections:

There is no Municipal Code reference that stipulates requirements for accepting an existing road into the Town's System of Public Roadways (Town's Road System).

The Circulation Element of the Town's General Plan states the following:

### **Circulation in Los Altos Hills**

#### **The Town's Goal 1 (page C-5)**

The Town's goal is to maintain our quiet residential roads:

- **To assume responsibility for private roads only when they have met Town standards.**

#### **Goal 2 (page C-10)**

#### **Objectives**

The policies and implementation measures should result in:

- ❖ **The dedication of private roadways to public ownership when requested by affected property owners, when they have been upgraded to current Town standards and where all necessary dedications have been offered by adjacent property owners.**

#### **Policies**

- **Dedication will be considered only when the road is maintained and, if necessary improved to a level acceptable to the Town.**

The Town also has an unwritten policy requiring roads to meet current Town and Fire Department Standards prior to being eligible for acceptance into the Town's Road System. Per the California Streets and Highway Code Section 1806, the Town is not responsible for maintenance unless there has been an acceptance by an official resolution adopted by the Town, which accepts the road into the Town's Road System.

Intent:

The purpose of this policy is to formalize an unwritten policy for accepting an existing road into the Town's Road System.

Policy:

1. Roads shall meet current Town and Fire Department Standards prior to being eligible for acceptance into the Town's Road System.
2. A plan shall be prepared by a registered civil engineer showing the existing conditions of the road, Right-Of-Way, and all necessary proposed improvements to meet current Town and Fire Department Standards.
3. Roads that have future pathways indicated on the Town's Pathway Master Plan shall have the pathway constructed as part of the improvements necessary to bring the road up to current Town Standards.
4. Bridges on the road shall also comply with the current Town and Fire Department standards.
5. The cost for all necessary improvements and fees to bring the road up to current standards shall be paid by the residents who own the road in a manner that is determined by the residents involved.
6. Improvement work shall be inspected by the Town and approved by the City Engineer.
7. Roads will be added to the Town's Road System following acceptance by the City Council and recordation of necessary documents with the County Recorder's Office.
8. The City Council may consider granting exceptions to the provisions of this Policy at the request of the property owners abutting the private street and may consider the recommendation of the Town Engineer and Fire Marshal.

## Town of Los Altos Hills

### TOWN STANDARDS FOR PUBLIC ROADS

#### Right of Way

The first step when converting a road to a public road within the Town's Road System is to determine the existing right of way widths for the entire road. The Town's records for each property are available to residents or to your design professional for review. Research at the Santa Clara County offices and title searches may also be necessary to determine the existing conditions.

Roads serving a potential of 4 unsubdividable properties or less require a minimum right of way width of 50 feet. All other roads require a minimum right of way width of 60 feet. Some streets with unique characteristics, such as steep slopes, split roads and creek crossings, may require additional right of way beyond the minimum required width. Cul-de-sac bulbs require a minimum radius of 50 feet.

The minimum radius for a horizontal centerline curve in the right of way alignment for a local winding hillside road is 100 feet. The minimum horizontal centerline curve in the right of way alignment for a winding hillside collector road is 400 feet.

At the intersection of 2 or more streets, the property lines shall be rounded with a curve having a radius of not less than 30 feet.

All private right of ways that have not been dedicated to the Town previously are required to be dedicated in order for a street to be made public and accepted into the Town's Road System. If the existing private right of way for the street is not the required dimensions for a public road, the dedication of additional right of way will be required. Residents need to submit legal descriptions and plats to the Town that have been prepared by a licensed land surveyor showing the area to be dedicated. The Town will then prepare the necessary right of way dedication documents that will then have to be signed by the property owners and accepted by the City Council.

## **Road Design**

Vertical curves are required wherever the grade for the street changes by more than 0.5%. The minimum length of a vertical curve in the road is 100 feet unless a longer curve is needed in order to provide for the increased traffic flow and vehicle speeds on collector streets. All grades and curves shall be designed to provide proper sight distance in relation to the design speed. All roads shall have at least five-tenths (0.5%) percent grade. Grades shall not exceed 12% on collector and arterial roads, 15% on all other roads. 20% may be permitted if no other method is practicable because of topographic conditions or other exceptional conditions, with the approval of the City Engineer and if consistent with good engineering practices. Grades in excess of 20% will not be permitted. Additional design guidelines are available in the Town Municipal Code Section 9-1.7 "Road Design Standards."

## **Pavement**

The paved width of Town roads are required to be a minimum of 20 feet. The more common width that has been found to be appropriate for the residential streets throughout the Town is 22 or 24 feet wide. Additional width may be required for split roads, turnouts or other special circumstances. A 32 foot radius is required for the paving of a cul-de-sac bulb. A hammerhead design may be allowed with the approval of the Town and the Santa Clara County Fire Department. If an existing paved private road is too narrow, it will be required to be widened, as directed by the City Engineer, prior to the Town's acceptance into the Town's Road System.

The section of paving that is required by the Town is typically 4 inches of asphalt concrete pavement over 8 inches of class two aggregate base. Existing asphalt paved roads may be treated with an overlay, digouts, or a surface treatment, as determined by the City Engineer.

## **Drainage**

The drainage along a road is also required to function properly before the Town will accept the road into the Town's Road System. The residents along a street are required to construct all necessary improvements so that the drainage flows adequately along the street and into an acceptable drainage facility. The storm drain design and supporting hydraulic calculations are required to be prepared by a registered civil engineer.

### **Pathways**

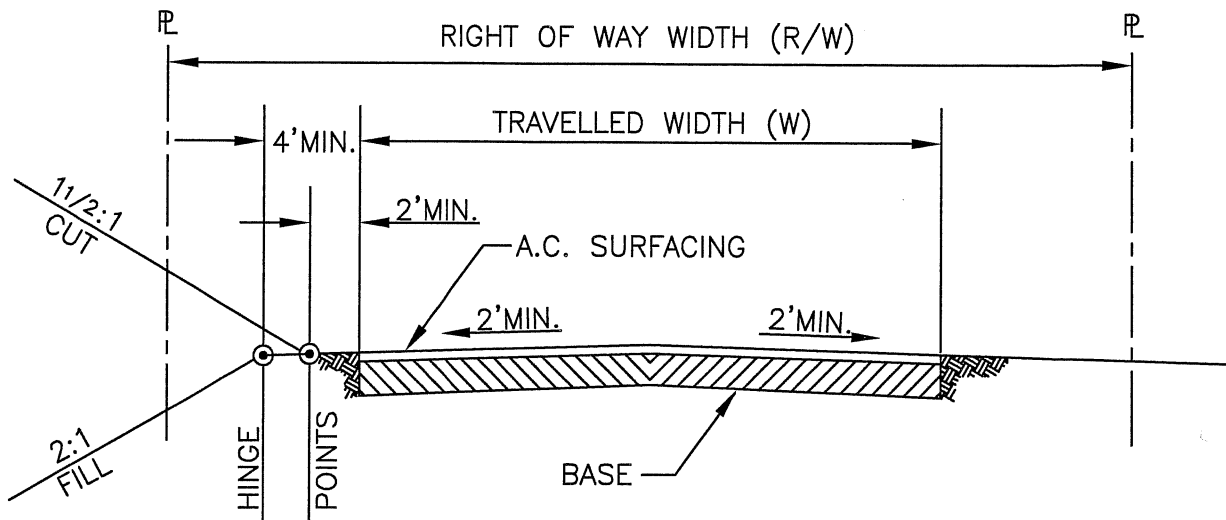
In some cases, streets are shown on the Town's Pathway Master Plan as future locations for pathways. Residents along these streets are required to install pathways in the designated locations prior to the Town's acceptance of the road into the Town's Road System.

### **Bridges**

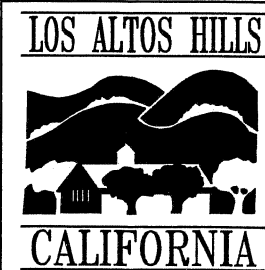
Some of the streets in the Town have bridges for crossing over creeks. The bridges are considered to be part of the road. For this reason, when a road is public, the Town must also maintain the bridge. Bridges are required to be constructed to carry a 75,000 pound fire truck so that they are accessible to the Santa Clara County Fire Department's equipment. All bridges must also be designed to meet the requirements of the State Vehicle Code. Any existing bridges that are a part of a private road are required to be retrofitted, as necessary, to be structurally acceptable and to meet these requirements.

### **Construction**

After the Town has approved the plan for the required street improvements, construction of the improvements must then take place. It is at the discretion of the property owner(s) involved to decide how the design and construction will be funded. An encroachment permit is required from the Town for work in the Town's adjacent Right-Of-Way. During construction, inspections will be performed by the Town in addition to inspections which may be required by the project design professionals. After the construction has been satisfactorily completed, the City Council will consider accepting the roadway into the Town's Road System.



ROAD CLASSIFICATION	R/W	W	SURFACING A.C. min	BASE CL2 A.B.min
ARTERIAL ROAD	60'	24'	4"	8"
COLLECTOR ROAD	60'	22'	4"	8"
LOCAL ROAD	60'	22'	4"	8"
CUL-DE-SAC ROAD	60'	22'	4"	8"
PRIVATE ROAD	60'	20'	4"	8"



TITLE  
**TYPICAL GEOMETRIC ROAD SECTION**

ADOPTED BY CITY COUNCIL DATE:

12/07/2011

SCALE: NONE

DATE: 11/18/2011

CHK: JMP

STANDARD DETAIL

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