

Steps Required for Colleton County to Accept an Existing Road for Maintenance

1. Prepare a letter addressed to the County Administrator requesting the road be accepted for County maintenance. Include with the letter the following:
 - A petition signed by all the property owners whose land adjoins the road agreeing to the request.
 - If it exists, a copy of a plat noting property ownership along the road.

2. The County will reply by letter to the person making the request indicating that an inspection was performed and what improvements are required before the County can accept the road. The minimum design standards to accept any road is as follows:
 - **The minimum amount of land needed for any road is 50 feet.** If the roadway width including the drainage ditches is less than 50 feet, those property owners whose land is adjoining will have to give over to the County enough land to meet the 50 foot requirement!
 - The road must have the proper drainage in place before it can be accepted. This includes ditches, culverts, pipes or retention ponds.
 - The roadbed is to be 28 feet wide measured from shoulder to shoulder and have a 2.5" crown to allow for runoff into the ditches. All roadway ditches must have a 10% grade to their outfall points.

3. If the road meets these standards, the County Administrator will submit a request to County Council for acceptance. Once approved, legal documents at the property owner's cost will have to be provided to the County Administrator's Office deeding the 50 foot road right-of-way to the County. Once the deed is recorded at the Register of Deeds Office, the road will become a part of the county's maintenance system.

4. If the road does not meet these standards, the property owners may choose to improve the road to comply with the design standards themselves or pay to the County the cost of improving the road, and permit the County to perform the necessary work. At completion, the County Administrator will request County Council accept the road into the maintenance system conditioned on the proper legal documents being submitted by the property owners dedicating the road over to the County.