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Access Facilities

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Wyoming Department of Transportation
Access Facilities

CHAPTER 13

Section 1. **Authority and Purpose.**

These rules of practice and procedure are promulgated by authority of W.S. 24-2-105 and W.S. 24-6-101 through W.S. 24-6-111 to administer access facilities on the state highway system.

Section 2. **Definitions.**

(a) “Acceleration lane” means a speed change lane that enables vehicles to accelerate and then merge with through traffic.

(b) “Access” means an entrance or exit to another public roadway or to private or public land from a street or highway.

(c) “Access permit” means a permit allowing direct access to a state highway. The constructed access shall conform to WYDOT standards and the permit’s terms. Permit applications can be obtained from WYDOT district offices.

(d) “Access Review Committee” means a committee consisting of the Department right-of-way administrator, the state highway safety engineer, and the state traffic engineer. This committee shall decide access issues that deviate from these rules and regulations which are submitted to the committee by a district engineer. Decisions made by this committee are considered final. Appeals of this decision may be made to the Transportation Commission of Wyoming as described in Section 19, Appeals and Hearings.

(e) “Access slope” means the slope of the access from the roadway to the highway right-of-way.

(f) “Access width” means the width inside the throat of the access at the end of the radii measured perpendicular to the access edge.

(g) “Applicant” means a landowner, easement user, grantee, or any other party that applies for or is granted an access.

(h) “Arterial” means a major highway or roadway designated to handle high volumes of traffic and/or high speeds. Mobility or the safe and efficient movement of people and goods is its primary purpose while access is a secondary or minor purpose.

(i) “Auxiliary lane” means a speed change lane allowing traffic to decelerate away from or accelerate to the speed of traffic in the main roadway travel lane(s). An auxiliary lane may also be used as a storage lane for right- and left-turning traffic. (See “acceleration lane,” Section 2[a], and “deceleration lane,” Section 2[n]).

(j) “Backage or reverse frontage service road” means a street or road running behind businesses, industrial areas, commercial areas, or subdivisions and used for direct access to these areas.

(k) “Car storage” means the necessary queuing space off the highway right-of-way provided for vehicles waiting to enter commercial establishments, such as fast food restaurants, car washes, and so forth.

(l) “Collector” means a road intended as a connector from a local road or system to an arterial. The movement of people and goods is still important, but access is becoming significant.

(m) “Commercial access” means an entrance to and/or exit from any business, commercial development, cultural or institutional complex, public establishment, or any development serving 10 or more family residences.

(n) “Deceleration lane” means an extra driving lane that enables vehicles traveling at high speed to slow to a safe speed without impeding traffic flow before turning off the highway.

(o) “Department” means the Wyoming Department of Transportation (WYDOT).

(p) “District engineer” means a person employed by the department who enforces WYDOT and Transportation Commission of Wyoming policies and rules and regulations on all state highways within the district.

(q) “Field (Minor) access” means an entrance to and/or exit from a field or unoccupied property if the access is not used daily throughout the year. Daily use for only a few weeks a year still qualifies as field access.

(r) “Fore slope” means the slope extending from the edge of the access to the bottom of the adjacent ditch.

(s) “Frontage” means that portion of the applicant’s property lying between the 2 most distant possible lines drawn perpendicular from the centerline of the highway to the applicant’s abutting property.

(t) “Fringe Urban Area” means the transitional zone between a defined urban area and a rural high speed area. The fringe urban area cannot exceed one mile.

(u) “Frontage or backage service road” means a street or road connected to and/or running alongside a highway to provide access to property adjacent to the highway.

(v) “Full-controlled access highways” mean roads such as interstates that do not allow direct access to abutting land. The only way to enter or exit this type of facility is through grade-separated interchanges.

(w) “Functional classification” means the hierarchy given to a roadway designating how that roadway is intended to operate. The main function of principal arterials is to move people and goods safely and efficiently; access to abutting property is a secondary function. Collector roadways still move people and goods, but access becomes more significant. The main purpose of local roads is access to abutting property.

(x) “Grantee” means the person or persons whose application for an access has been approved.

(y) “Joint access” means an access shared by 2 or more applicants.

(z) “Limited-controlled access facilities” means non-interstate highways or roads that allow direct access to abutting land or other highways, streets, or roads by means of constructed accesses permitted by WYDOT. All roads and highways under WYDOT’s jurisdiction are either full-controlled or limited-controlled access facilities.

(aa) “Local” means a road or street that has mobility as a secondary function while access to abutting land is the primary function.

(bb) “Major access” means any access that generates more than 50 trip ends in any hour of a typical day or is a public street or access.

(cc) “Multilane highway” means a highway with 2 or more lanes for each direction of travel.

(dd) “Radii” means the curved or flared portions of an access that connect the access with the highway or street and are designed to accommodate turning movements.

(ee) “Residential access” means an access providing entrance to and/or exit from a residential dwelling(s) for the exclusive use and benefit of the dwelling’s residents.

(ff) “Right-of-way” means a strip of land acquired for the exclusive use of constructing and maintaining highways and highway appurtenances, such as safety zones, highway signs, and highway lighting. The right-of-way also provides clear lines of sight for drivers and allows for future roadway expansion.

(gg) “Rural area” means a location outside the urban area. Speeds are generally 50 miles per hour or higher.

(hh) “Sight distance” means the distance drivers need to stop vehicles in order to avoid striking an unexpected vehicle on the roadway.

(ii) “Street” means the entire width between the boundary lines of a travel way open to public vehicular travel (whether publicly maintained or not).

(jj) “Traffic Impact Study (TIS)” means a study documenting the impact that a type of land use or the size of a new development has on the transportation infrastructure. Any development or access generating 50 or more peak hour trips shall have a TIS as part of the access permitting procedure. WYDOT shall also have the discretion to require a TIS for any development requesting a new access, changing the use of an existing access, or changing the business or type of development within an existing access or area. The individual or entity requesting access to a state highway shall pay for the TIS and any mitigation measures deemed necessary.

(kk) “Trip end” describes a single vehicle movement entering or exiting from an access.

(ll) “Urban area” means an incorporated or unincorporated area that has been developed primarily for residential and/or business purposes. The speed limit is generally 45 miles per hour or less, and the street or highway is normally curbed.

Section 3. **Limitations Upon Access Use.**

When WYDOT grants and designates access along a highway, the means of access to and from the highway shall be limited to the use WYDOT designates. If WYDOT grants a private and not a commercial entrance or access to the highway, this entrance or point of access shall not be used for or in connection with the conduct of any roadside business or other commercial enterprise.

Section 4. Criteria Considered in Access Application.

(a) No highway shall be constructed without providing for the property rights of residents whose homes or places of business are currently located on or abut the proposed highway, but access to property does not necessarily mean direct access to or from a state highway. Access to the highway shall be denied if certain criteria are not met, including but not limited to access spacing, sight distance, land use, or safety.

(b) WYDOT shall allow reasonable access from abutting property to the state highway by following these rules and regulations. These rules and regulations govern reasonable access to all highways, roads, and streets under WYDOT jurisdiction except those designated as full-controlled or controlled-access facilities to which direct access is denied by law.

(c) These rules and regulations shall provide design standards to allow orderly and safe movements of traffic in and out of private properties with minimum interference and hazard to highway traffic and to control use of drainage structures or other appurtenances necessary to preserve the physical structure of the highway.

Section 5. Highway Construction and Reconstruction Affecting Access.

(a) If a highway construction or reconstruction project requires a change to an existing highway access, the new access shall be built in accordance with these rules and regulations. The cost of the access work shall be charged to the highway project. If construction necessitates a temporary access, such access shall be provided with the cost borne by the construction project.

(b) If the need for an access to a highway develops after a construction or reconstruction project has begun, the applicant shall follow the procedures outlined in these rules and regulations. The cost of the access work shall be negotiated with WYDOT.

Section 6. Backage or Frontage Service Roads.

(a) Where sufficient right-of-way is acquired to ultimately limit access by using service roads, permission for access to the highway may be granted only if this access shall be removed when WYDOT provides the service road.

(b) Applicants may be required to construct a road system off highway right-of-way if the Department deems necessary based on a Traffic Impact Study or other WYDOT recommendation. Permission for temporary access to the highway may be granted, but only if this access shall be removed when the off right-of-way road system is constructed. The applicants or developers shall pay for this off right-of-way road system.

Section 7. **Access Permit Applications.**

(a) Application for an access permit to construct any private access or to reconstruct or alter any existing access shall be made to the district engineer having jurisdiction in the area. Applications for access permits shall be accepted only from individuals, partnerships, or corporations or other bodies recognized by law as owning all or the major interest in the property or by a party having an easement through the property abutting the highway right-of-way or proposed highway.

(b) No work shall be undertaken on state highway right-of-way before the applicant receives a copy of the permit approved by the appropriate district engineer. In addition, WYDOT may require a bond to guarantee the faithful and satisfactory performance of the work and payment for any damage to state highways and facilities.

(c) The following information is required on the application for access permits:

(i) The location of the property shall be identified clearly enough for the proposed site to be located in the field.

(ii) Complete names and addresses of the property owner or owners, or in the case of an easement, the parties applying for an access for the easement, shall be given on the application.

(iii) The planned property use shall be indicated as one of the following:

(A) Residential access (See Section 2[ee]),

(B) Commercial access (See Section 2[m]),

(C) Major access (See Section 2[bb]), or

(D) Field (minor) access (See Section 2[q]).

(iv) A sketch showing sufficient dimensions shall be submitted with the application. This sketch shall clearly indicate the character and extent of the work proposed including the following:

(A) The location of all existing or proposed buildings, stands, pumps, retaining walls, and other physical features that affect the access location.

(B) Property lines, dimensions, and existing access.

- (C) All drainage that affects the access location.
- (D) Off-street parking locations that may affect access location.
- (E) Proposed access(es).
- (F) All accesses outside the property but within 330 feet of the property line in urban areas and within 660 feet of the property line in rural areas.
- (G) The radii of proposed access(es).

Section 8. **Materials.**

The applicant shall furnish all materials necessary to construct the entrances and appurtenances authorized by the permit. All materials shall be of satisfactory quality and shall be subject to WYDOT inspection and approval.

Section 9. **Inspection and Maintenance.**

WYDOT reserves the right to inspect these installations at construction and at all times thereafter until accepted. WYDOT shall require all changes, maintenance, and repairs it deems necessary to protect life and property on or adjacent to the highway. **WYDOT has the right to remove or require to be removed any access that has not been permitted or approved and accepted and/or does not meet WYDOT's requirements.** Unless specifically exempted on the permit, once WYDOT accepts an access, the department shall maintain and repair the access within the right-of-way except for snow and debris removal.

Section 10. **Changes in Existing Facilities.**

(a) No access or other improvement constructed on the highway right-of-way shall be relocated or its dimensions altered without an approved permit from WYDOT.

(b) Any change in access use—such as from field use to commercial use—or any change in business type shall be submitted to WYDOT for re-permitting.

Section 11. **Indemnification.**

The applicant shall hold harmless the Transportation Commission of Wyoming, WYDOT, and its appointed agents and employees against any action for personal injury or property damage sustained through use of the permit.

Section 12. **Limitation.**

These rules and regulations shall apply on all highways under WYDOT’s jurisdiction, except for full-controlled access highways where the only access is a grade-separated interchange.

Section 13. **Access Location and Spacing.**

(a) Locations of accesses shall be selected to provide maximum safety for highway traffic and for users of the access and shall meet an adequate highway stopping sight distance. All parts of any access, including the radii, shall have a minimum side clearance of 12.5 feet from the abutting property line. Accesses shall be spaced according to the highway’s functional classification and whether the location is urban or rural. Tables 1 and 2 indicate access spacing for rural highways. Access spacing is measured from access center to access center.

(i) The following shall apply to access spacing on **rural arterial roads**:

Access Type	Field	Residential	Commercial	Major
Field	330	330	660	1,320*
Residential	330	660	1,320*	1,320*
Commercial	660	1,320*	2,640*	2,640*
Major	1,320*	1,320*	2,640*	2,640*

Table 1. Rural Arterial Access Spacing. (Minimum separation distances in feet per side)

If 2 state highways intersect, then an access **may be allowed for distances less than those shown in Table 1 if the distance from the intersection to an access is at least 660 feet.*

Read this table by selecting the type of access in the column on the left side. The minimum separation distance from any other access across the top row is where the column and row intersect. For example, the minimum separation distance between a field access and either another field or residential access is 330 feet. The minimum separation distance between a field and a commercial access is 660 feet. The minimum separation distance between a field and major access is 1,320 feet. Read following Table 2 in the same manner.

(A) If a rural principal arterial is a non-interstate, divided multilane highway that allows at-grade intersections (where all roadways join or cross at the same level), then the field and private residential accesses shall be right-in and right-out only.

(B) Major accesses shall be allowed to use a median crossover if the median is wide enough to accommodate the design vehicle.

(C) Auxiliary left-turn and right-turn deceleration and storage lanes shall be constructed on the main highway to standards WYDOT establishes at major access locations.

(ii) The following shall apply to access spacing on **rural major collectors, minor collectors, and local roads**:

Access Type	Field	Residential	Commercial	Major
Field	220	220	330	660
Residential	220	440	660	660
Commercial	330	660	1,320*	1,320*
Major	660	660	1,320*	1,320*

Table 2. Rural Major Collector, Rural Minor Collector, and Rural Local Road Access Spacing. (Minimum separation distances in feet per side)

**If 2 state highways intersect, then an access may be allowed for distances less than those shown in Table 2 if the distance from the intersection to an access is at least 660 feet. See Table 1 for instructions on reading this table.*

(iii) Access spacing shall be as follows for **urban arterials and collectors**:

(A) In 30 miles per hour or lower speed limit zones, no accesses shall exist except public streets (side roads), and direct access to abutting property shall be from these streets. Public streets shall be spaced no more closely than 330 feet and spaced consistently. Access density and spacing is shown in Table 3.

(B) In the 35 to 45 miles per hour speed limit zones, inclusive, there shall be no more than one field, residential, or commercial access per 330 feet of frontage. Public streets shall be spaced no more closely than 660 feet and spaced consistently. Spacing from any access type to any other access type shall be no more closely than 330 feet. If an access is requested between public streets or more than one access is requested on an individual property and the spacing requirements of this subparagraph are met, a Traffic Impact Study shall be required justifying the additional access(es). Access density and spacing is shown in Table 3.

(C) In 50 to 55 miles per hour speed limit zones, inclusive, no more than one residential or commercial access per 660 feet of frontage. Again, it is preferred that direct access to abutting land be done through side streets. Public streets should be spaced no closer than 1,320 feet. Spacing from any access type to any other access type (other than field to residential or field to field) shall be no closer than 660 feet. If more than one access is requested on an individual property and the aforementioned spacing requirements are met, a Traffic Impact Study (TIS) shall be required justifying the additional access(es). Access density and spacing is shown in Table 3.

Access Type	Speed Range (mph)	Access Type			
		Field	Residential	Commercial	Major
Field	<=30	330	330	330	330
	35-45	330	330	330	330
	50-55	330	330	660	660
Residential	<=30	330	330	330	330
	35-45	330	330	330	330
	50-55	330	660	660	660
Commercial	<=30	330	330	330	330
	35-45	330	330	660*	660
	50-55	660	660	1,320*	1,320**
Major	<=30	330	330	330	330
	35-45	330	330	660*	660
	50-55	660	660	1,320*	1,320**

Table 3. Urban principal arterials, Urban minor arterials, and Urban collectors.

(Minimum separation distances in feet per side)

**If a two-way left-turn lane is present, the spacing may be reduced by one-half.*

***If two State highways intersect, then an access may be allowed less than the above distances, but the distance from the intersection to an access shall be a minimum of 660 feet.*

See Table 1 for instructions on reading this table.

(D) In urban areas, for cities of less than 5,000 population, with 35 miles per hour and lower speeds and average daily traffic volumes less than or equal to 3,000 vehicles per day, the spacing may be reduced, from any access type to any other access type, down to 75 feet.

(iv) **Urban local roads** shall be spaced no more closely than 330 feet and spaced consistently. There shall be no more than one access per 75 feet of frontage, and the distance between any access type shall be at least 75 feet.

(v) Access spacing shall be as follows for **Fringe Urban Areas**:

(A) Access density and spacing for rural arterials in the fringe urban area shall be the same as for the urban areas (see Table 3).

(B) In 55 miles per hour or lower speed zones, access density and spacing for rural collectors and rural local roads in the fringe urban area is shown in Table 4.

		Access Type			
Access Type	Speed Range (mph)	Field	Residential	Commercial	Major
Field	<=30	220	220	330	330
	35-45	220	220	330	330
	50-55	220	220	330	660
Residential	<=30	220	330	330	330
	35-45	220	330	330	330
	50-55	220	440	660	660
Commercial	<=30	220	330	330	330
	35-45	330	330	660*	660
	50-55	330	440	1,320*	1,320**
Major	<=30	220	330	330	330
	35-45	330	330	660*	660
	50-55	660	660	1,320*	1,320**

Table 4. Rural Major Collector, Rural Minor Collector, and Rural Local Road Access Spacing for fringe urban areas.

**If a two-way left-turn lane is present, the spacing may be reduced by one-half.*

***If two State highways intersect, then an access may be allowed less than the above distances, but the distance from the intersection to an access shall be a minimum of 660 feet.*

See Table 1 for instructions on reading this table.

(b) At interchanges, accesses shall be located at least 660 feet from any ramp termini.

(c) At any intersection of a state highway with another highway, road, street, or alley, where additional right-of-way has been procured for improved sight distance, no access shall be permitted on or across the frontage. At any other intersection, accesses shall be prohibited for a sufficient distance from the intersection to preserve the normal and safe movement of traffic through it.

Section 14. **Design Requirements for Accesses.**

(a) All parts of entrance and exit accesses on highway right-of-way shall be confined within the applicant's property frontage wherever possible.

(b) In all cases, curb return radii shall be confined to the applicant's property frontage wherever possible and shall not be less than 10 feet.

(c) Drainage in highway side ditches shall not be altered or impeded when drainage structures are required. The access slope shall be constructed to drain away from the highway. The approach side slopes shall conform to the latest safety standards. The sizes of openings and other design features shall be as directed by WYDOT, and the applicant shall pay the cost. Variation of the profile may be submitted for approval.

(d) WYDOT may authorize or require changes in design limits necessary to preserve the normal and safe movement of traffic or to permit reasonable access. After considering the type, speed, and volume of highway and access driveway traffic, the district engineer may require larger curb return radii than the minimum described in these rules and regulations.

(e) Two or more accesses entering a highway from a single commercial or residential establishment shall be justified to WYDOT's satisfaction and shall require a Traffic Impact Study.

(f) Landowners of adjacent property may be asked or may want to construct a joint access to serve both properties. All parties involved shall sign the access application permit except as described in following Section 14(g). A written mutual agreement, signed by all parties involved, shall accompany the application form. All requirements of these rules and regulations shall be met except that the side clearance restriction (Section 14 [b]) shall not apply. If either applicant violates any requirement of these rules and regulations, the joint access shall be removed by the applicants or WYDOT with the applicants paying for removal.

(g) If an easement is involved, a copy of the easement shall be included with the access application. A landowner signature may not be required for applications pertaining to easements.

(h) The applicant shall pave all major accesses. All other accesses that generate 50 trip ends or more **per day** shall be paved, or as stipulated in the permit.

(i) Access to interstate highways shall be permitted at interchanges only.

Section 15. Residential and Field (Minor) Accesses.

(a) The applicant shall do all work and pay all costs to construct accesses and their appurtenances on the highway right-of-way. The applicant shall also pay for any damage to the road or right-of-way resulting from the construction.

(b) The width, excluding radii and special cases, shall not exceed 24 feet, nor be less than 16 feet, measured at right angles to the centerline of the access.

(c) The angle of intersection between the access and the highway pavement shall be as near to 90 degrees as site conditions permit. The minimum angle allowed is 60 degrees.

(d) Residential access radii shall not be less than 10 feet nor greater than 30 feet in urban locations or 40 feet in rural ones.

Section 16. Major and Commercial Accesses.

(a) The applicant shall do all work and pay all costs to construct accesses and their appurtenances on the highway right-of-way. The applicant shall also pay for any damage to the road or right-of-way resulting from the construction.

(b) The width of 2-way accesses shall not exceed 40 feet. The width of one-way accesses shall be at least 16 feet and no more than 24 feet. Width shall be measured at right angles to the centerline of the access. Design variations may be allowed or required as stated in Section 14(d).

(c) Accesses connecting to 2-way streets shall be as near to 90 degrees as site conditions permit, but never less than 60 degrees. Accesses operating one way and allowing only right-in at the entrance and right-out at the exit shall have a minimum angle of 60 degrees.

(d) Commercial access radii shall not be less than 10 feet nor greater than 50 feet except as stated in Section 14(d).

Section 17. Vehicle Service Fixtures.

The distance from the right-of-way line to the near edge of service pumps, vendor stands, tanks, or private water hydrants should be at least 20 feet to permit free movement of large vehicles and to insure that they are entirely off highway right-of-way while being serviced. Maneuverability for large vehicles may warrant more than 20 feet.

Section 18. Heavy Traffic Volume Accesses.

If WYDOT determines an impact or analysis study is needed, the applicant shall pay for the study. Fast food restaurants, car washes, banks, vehicle fueling stations, and other businesses of this nature shall provide car queuing storage on the premises to prevent stacking of vehicles on the roadway. WYDOT recommends providing a minimum queuing capacity of 15 vehicles for restaurants and 10 to 20 vehicles for car washes. The applicant shall provide and pay for auxiliary acceleration and deceleration lanes if these lanes are needed and feasible to construct. No other accesses shall be permitted within the limits of the auxiliary lanes.

Section 19. Appeals and Hearings.

If an access permit has been denied, then an appeal may be made, in writing, to the Access Review Committee. After the committee receives an appeal, it shall respond to the applicant with its final decision within 60 days of its receipt of the written appeal. If this committee still denies the permit, then further appeals and hearings arising from this chapter of rules and regulations shall be conducted according to the procedures described in General Section, Chapter 3, Appeals and Hearings, of the Wyoming Department of Transportation rules and regulations.