

**THE UNIFIED GOVERNMENT OF ATHENS-CLARKE COUNTY
COMMISSION AGENDA ITEM**

SUBJECT: Dirt Road Paving Program - Beech Creek Road Paving Project Concept Approval

DATE: December 16, 2025

EXECUTIVE SUMMARY: This agenda item seeks Mayor and Commission approval of Beech Creek Road Paving Project Concept and authorization to begin Preliminary Engineering & Design Phase.

BUDGET

REVENUE	\$ 200,000	FY24 Dirt Road Program – Local Roads
	<u>\$ 550,000</u>	ARPA Funding
	<u>\$ 750,000</u>	Total Revenue
EXPENSES	\$ 61,124	Fritz Mar Lane Dirt Road Paving Project – Contracted Work
	\$ 77,364	Material & Equipment - Dirt Road Paving Program
	<u>\$ 467,371</u>	<u>Pond & Company Design Task Order Contract</u>
	<u>\$ 144,141</u>	Total Available for Future Dirt Road Program (materials for future in-house projects)

FUNDING SOURCE: FY24 General Funds – Dirt Road Program
American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds

COMMISSION ACTION REQUESTED ON: February 3, 2026

PURPOSE:

To request that Mayor and Commission:

- a. Approve the proposed Project Concept for Beech Creek Road Paving Project, as generally shown on **Attachment #1**;
- b. Authorize staff to advance the Proposed Project Concept for Beech Creek Road Improvements into Preliminary Design Phase; and,
- c. Authorize the Mayor and appropriate staff to execute all related documents.

HISTORY:

1. On June 6, 2023, the Mayor and Commission (M&C) adopted the FY24 Annual Operating and Capital Budget that included a Commission-Defined Option allocating funds to support the paving of dirt roads in Athens-Clarke County in the amount of \$200,000.
2. On September 5, 2023, Mayor Girtz assigned to the Government Operations Committee (GOC) the task of prioritizing unpaved roads (dirt roads) for surfacing using FY24 funds and any additional resources that may follow.

3. On February 19, 2024, Transportation and Public Works (TPW) staff presented policy background information to the GOC, including early cost estimates, existing challenges, and the need for a formalized criteria-based ranking system.
4. On May 20, 2024, TPW staff and the Manager's Office presented two policies to the GOC:
 - Dirt Road Paving Program Policy; and,
 - Voluntary Dirt Road Paving Policy.
5. On July 9, 2024, the GOC formally recommended the M&C adopt both policies. These policies establish eligibility criteria, a weighted scoring matrix, and procedural guidelines for identifying and prioritizing ACCGov-maintained dirt roads.
6. On August 6, 2024, M&C approved the GOC report including the Dirt Road Paving Policy and the Voluntary Dirt Road Paving Policy (**Attachments #2 & Attachment #3**).
7. On August 7, 2024, TPW staff-initiated field investigations on Fritz Mar Lane Dirt Road - Priority No.1 on the Drit Road Program priority list.
8. In September 2024, staff began field investigation and property records research on Mission Drive - Priority No.2 on the Dirt Road Program priority list.
9. On October 1, 2024, the M&C approved a commission-defined option to designate the remaining American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds and adopted associated budget ordinance that included \$550,000 to fund Dirt Road Paving Program. The ARPA funding must be obligated by end of calendar year 2024 and expensed by end of calendar year 2026.
10. On October 14, 2024, TPW staff discovered that ACCGov has a maintenance easement by prescription (AKA "Prescription Easement") and do not have a clear title of any right-of-way (ROW) on Mission Drive's dirt road section (Project No.2 in the Dirt Road Program prioritization). The Mission Drive resident who owns property on both sides of the existing roadway expressed objection to paving the existing road and/or donating needed ROW. As a result, Mission Drive dirt road paving effort was placed on indefinite hold, and staff began working on the next road inline on the priority list.
11. On December 10, 2024, TPW issued a Notice to Proceed to the on-call design consultant, Pond & Company, to begin conceptual design work for the 25 unpaved streets on the list, and per available budget (Task order is in the amount not to exceed \$467,371.00 for time and material expenses). Initial activities included concept level drawings and outreach to adjacent property owners for the top 8 streets and as follow:
 - Beech Creek Rd. (0.13 miles) Priority No. 3.
 - Crescent Dr..... (0.08 miles) Priority No. 4.
 - N. Pope St..... (0.02 miles) Priority No. 5.
 - Pine Log Rd..... (0.04 miles) Priority No. 6.

- Clarke Rd. (0.22 miles) Priority No. 7.
- Stroud Rd. (0.31 miles) Priority No. 8.
- Almond Dr. (0.08 miles) Priority No. 9.
- Head St. (0.03 miles) Priority No. 10.

12. On December 18, 2024, Fritz Mar Lane Dirt Road Paving Project was completed (see Facts & Issues # 4).
13. On August 1, 2025, Pond & Company sent Concept Plans (**Attachment #1**) along with ROW Consent Statement forms (**Attachment #4**) to property owners along Beech Creek Road and Crescent Drive. The materials explained program eligibility requirements, the importance of ROW donation, and the steps necessary for a roadway to advance.
14. Between July and October 2025, 100% of property owners along Beech Creek Road submitted signed ROW donation agreements, confirming their willingness to convey required ROW and temporary construction easements at no cost to ACCGov (see Facts & Issue No. 7).
15. On August 5, 2025, during the same outreach effort, TPW received one response from Crescent Drive, which declined ROW donation. As a result, Crescent Drive is placed on indefinite hold as it does not meet the eligibility threshold requiring unanimous owner support.
16. Between September 5 and December 5, 2025, Pond & Company staff sent Concept Plans (**Attachment #7**) along with ROW Consent Statement forms (**Attachment #4**) to property owners along Pine Log Road, Clarke Road, Stroud Road, Almond Drive, and Head Street (Priorities No. 5 through No. 10). See Facts & Issues #9 for more details.

FACTS & ISSUES:

1. The dirt road paving program was not funded between 2002 and 2024. During the budget approval process for FY24 (History #1), M&C approved \$200,000 to support dirt road paving activities in Athens-Clarke County.
2. The Dirt Road Program Policy (**Attachment #2**) lists the Weighting Criteria Matrix approved by the M&C, which includes:
 - a. Current Maintenance of Dirt Roads (30% of Scoring)
 - o Higher scores awarded for roads with an increased history of required dirt road maintenance services
 - b. Existing Right-Of-Way (ROW) vs needed ROW (20% of Scoring)
 - o Higher scores awarded when existing ROW \geq 50 feet (preferred 60 feet)
 - c. Topography and Stormwater Challenges (20% of Scoring)
 - o Higher scores awarded when no major grading and alignment changes are needed, and little to no stormwater problems/challenges are present.
 - d. Traffic Loading, Zoning, and Density (20% of Scoring)

- Higher scores awarded when the road is functioning as a collector, has high residential density, and is located within residential properties.
- e. Existing Need for a Turnaround (10% of Scoring)
 - Higher scores awarded when the dirt road is a connector between two public paved roadways and does not need a Turnaround and/or cul-de-sac installed.

3. Per the approved Dirt Road Paving Policy, the following eligibility criteria must be met for a dirt road to be considered eligible for the Dirt Road Paving Program:

- a. The dirt road must be currently maintained by the Transportation and Public Works Department of ACCGov;
- b. As necessary, the current owners of all adjacent parcels along said dirt road have all agreed to convey required right-of-way for roadway improvements; and,
- c. The ROW conveyance to ACCGov shall be at no cost to ACCGov.

If impacted property owner(s) do not consent to donating needed easements and/or ROW, the project is placed on indefinite hold, and staff efforts shifts to the next road in the priority list.

4. The dirt road portion of Fritz Mar Lane, Priority No.1, was located between rural paved segments of Fritz Mar Lane and it measured approximately 550 feet. TPW Streets & Drainage team prepped the roadway for resurfacing that was completed via a change order to existing CY24 Pavement Management Program paving contract with Pittman Construction for a cost not to exceed \$67,197.39 (actual billed cost is \$61,124).
5. The dirt road portion of Mission Drive, Priority No. 2, is located between the intersection of Danielsville Road and the beginning of a 16 feet wide paved rural roadway. This dirt road section measures approximately 535 feet. Initial research indicated that public ROW more than likely existed encompassing the dirt road portion of Mission Drive. However, upon further plat research, no ROW document was found and it was determined that only an “Easement by Prescription” exists for the dirt road portion of Mission Drive. As a result, the required ROW for Mission Drive is located on 2870 Danielsville Road.
6. Per the approved Dirt Road Program Policy, staff is required to have consent from property owners to support the project and willingness to donate the needed ROW at no cost to ACCGov. Staff determined a 40-ft ROW is acceptable future maintenance and upkeep of the roadway; this ROW width is consistent with the ROW on the paved portion of Mission Drive. TPW staff contacted the owner(s) of this property and initially received verbal consent to pave the roadway. However, once staff confirmed the project required the donation of ROW, the property owner expressed they are unwilling to donate needed ROW. As a result, the paving of the dirt road portion of Mission Drive was indefinitely placed on hold.
7. With lack of support for Mission Drive Dirt Road project (F&I #6), staff continued conceptual design efforts, including soliciting consent from impacted property owners to donate needed

ROW for the top 8 projects on the priority list (Priorities No.3 to No.10 on **Attachment #5**) including:

- No. 3 Beech Creek Road (0.13 miles)
- No. 4 Crescent Drive (0.08 miles)
- No. 5 N Pope Street (0.02 miles)
- No. 6 Pine Log Road (0.04 miles)
- No. 7 Clarke Road (0.22 miles)
- No. 8 Stroud Road (0.31 miles)
- No. 9 Almond Drive (0.08 miles)
- No. 10 Head Street (0.03 miles)

This action advances projects with 100% consent to donate required easements and ROW by completing design, followed by ROW acquisition and final design, resulting in shovel-ready projects and expediting ACCGov's ability to pave roads as funding becomes available through TSPLOST, SPLOST, and/or the General Fund Capital Budget.

8. The Proposed Project Concept for Beech Creek Dirt Road Project is shown on **Attachment #1** and has 100% support with consent to donate needed ROW. The estimated conceptual cost for this project is \$843,000 including design, utility upgrades (water main), and construction.
9. Currently staff are working on coordinating and gathering consent forms on the next roads on the priority list (History No. 16 & **Attachment #5**).
 - No.4 Cresent DrOne (1) no-consent received → indefinite hold.
 - No. 5 N Pope St.....No response to date
 - No. 6 Pine Log Rd.....One (1) no-consent received → indefinite hold.
 - No. 7 Clarke RdTwo (2) consents received & 11 remaining
 - No. 8 Stroud RdThree (3) no-consent received → indefinite hold.
 - No. 9 Almond DrNo response to date
 - No. 10 Head St.....No response to date
10. Per the December 2025 invoice from Pond & Company, \$97,396 has been expended to date under the original design task order totaling \$467,371, with \$375,377 remaining encumbered.
11. If M&C approves this agenda as recommended, TPW staff will continue to work with on-call Design Consultant Pond & Company staff on developing preliminary engineering & design plans for the Beech Creek Dirt Road Project while maintaining ongoing concept development and ROW consent form coordination per the approved dirt road priority program. Dirt roads with full consent to donate needed easements & ROW will be brought back to M&C for concept approval and authorization to move into Preliminary Engineering & Design Phase.

12. Future Beech Creek Road Preliminary Plans will be presented to M&C for comments and approval to advance into Land Acquisition Phase (ROW donation) followed by Construction Phase, pending available funding.

13. This project supports the following goals and initiatives from the Athens-Clarke County FY26–28 Strategic Plan:

- Goal Area 5: Safely Move Around Athens
- Goal Area 6: Built and Natural Infrastructure, Initiative 6.A.1: Maintain & improve existing roadways with good or better conditions.

OPTIONS:

1. Mayor and Commission:
 - a. Approve the proposed Project Concept for Beech Creek Road Paving Project, as generally shown on **Attachment #1**.
 - b. Authorize staff to advance the Proposed Project Concept for Beech Creek Road Improvements into Preliminary Design Phase;
 - c. Authorize the Mayor and appropriate staff to execute all related documents.
2. Mayor and Commission do not approve the Project Concept for Beech Creek Dirt Road Project.
3. Mayor and Commission-defined option.

DEPARTMENT RECOMMENDED ACTION: Option #1 a, b, and c

DEPARTMENT: Transportation & Public Works

Prepared by: Rani Katreeb, Assistant Director



12/16/25

Stephen Bailey

Date

Transportation and Public
Works Director

ADMINISTRATIVE COMMENTS:

ADMINISTRATIVE RECOMMENDATION: Option #1 a, b, & c



January 14, 2026

Bob Cowell, Manager

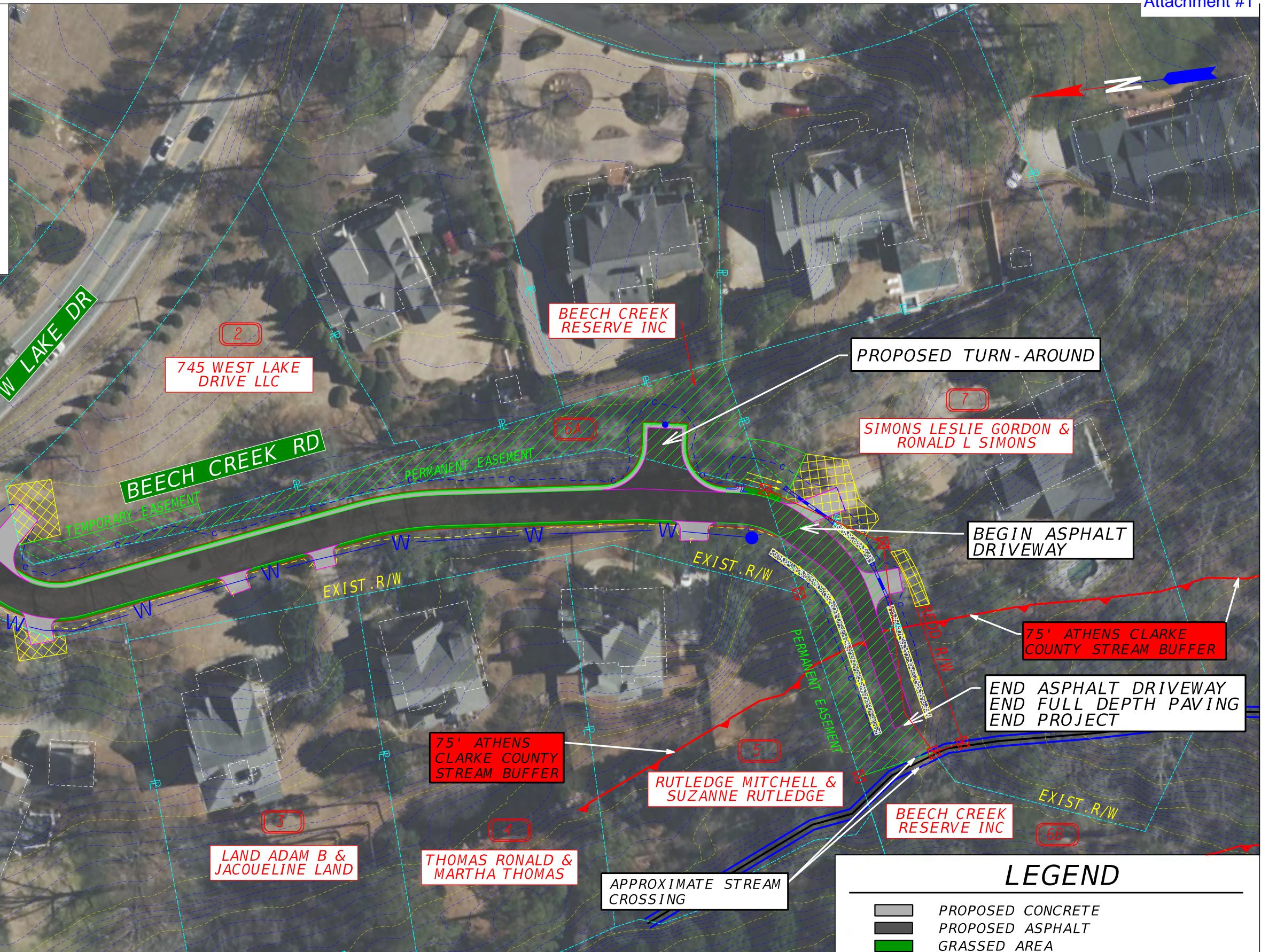
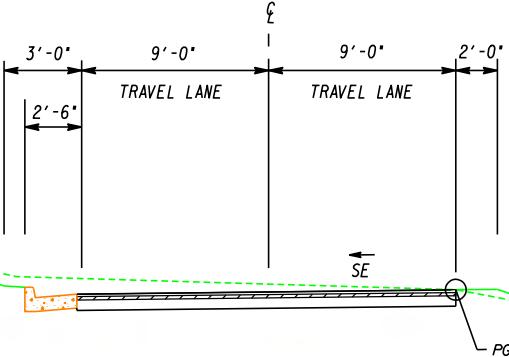
Date

ATTACHMENTS:

- Attachment #1 - Layout Beech Creek Rd.
- Attachment #2 - PW006 Dirt Road Paving Policy Statement
- Attachment #3 - PW007 Voluntary Dirt Road Paving Policy Statement
- Attachment #4 - ROW Consent Statement Forms
- Attachment #5 - Dirt Road Program Priority List & Updates
- Attachment #6 - GOC Report - Dirt Road Policy
- Attachment #7 - Conceptual Designs Priorities No. 4 through No. 10

TYPICAL SECTION

BEECH CREEK RD



POND

2010-2011 - Page 51

SCALE IN FEET



A horizontal scale bar with a thick black line. The word "SCALE IN FEET" is centered above the line. Below the line, the numbers 30, 60, and 120 are marked at regular intervals.

**ATHENS CLARKE COUNTY
DIRT ROAD PAVING
BEECH CREEK RD**

	PROPOSED CONCRETE
	PROPOSED ASPHALT
	GRASSED AREA
	REQUIRED PERMANENT EASEMENT
	REQUIRED TEMPORARY EASEMENT
	REQUIRED DRIVEWAY EASEMENT
	EXISTING R/W / PROPERTY LINE
	REQUIRED R/W LINE
	PROPOSED WATER LINE RELOCATION
	EXISTING/PROPOSED FIRE HYDRANT

ATHENS-CLARKE COUNTY
TRANSPORTATION & PUBLIC WORKS DEPARTMENT
POLICY STATEMENT
AUGUST 6, 2024

Subject: Dirt Road Paving

Functional Area: Traffic Engineering and Streets & Drainage Divisions

Policy Number: PW-006

Purpose

The purpose of the Dirt Road Paving Program is to identify, prioritize, and improve locally-owned and maintained dirt roads through asphalt paving and bring these roads up to current roadway and stormwater standards.

Dirt Road Paving Eligibility Criteria

In order for a dirt road to be considered eligible for the Dirt Road Paving Program, each roadway under consideration must be found by ACCGov Staff to meet the following conditions:

1. The dirt road must be currently maintained by the Transportation and Public Works Department of ACCGov.
2. As necessary, the current owners of all adjacent parcels along said dirt road have all agreed to convey required Right-Of-Way (ROW) for roadway improvements.
3. The ROW conveyance to ACCGov shall be at no cost to ACCGov.

Neighborhoods with established homeowner's associations, condominium associations, or other similar groups that currently assess owners' fees for road and/or driveway maintenance or those who have the ability to assess larger fees and/or establish a capital fund for the purpose of paying for such maintenance are not eligible for the program.

Procedure

1. Program Inquiry [initiated by property owner(s), ACC Commissioner(s), ACCGov Staff]
2. ROW Donation Letter of Agreement: Initiator gathers signatures from current owners of all adjacent parcels to the dirt road, affirming intent to convey necessary ROW and/or necessary temporary construction easements, for the purpose of improving and paving this roadway.
3. Finding of baseline program eligibility by ACCGov Staff
4. Once ACCGov Staff have determined that the dirt road in question meets the baseline criteria outlined above, the road will be prioritized for funding through the weighted criteria matrix (see below). As funding allows, staff will bring forward this prioritized list of dirt roads to be paved on an annual basis to Mayor and Commission for approval.

Weighted Criteria Matrix

- Current Maintenance of Dirt Roads (30% of Scoring)
 - Higher scores awarded for roads with an increased history of required dirt road maintenance services

- Existing Right-Of-Way (ROW) and vs needed ROW (20% of Scoring)
 - Higher scores awarded when existing ROW \geq 50 feet (preferred 60 feet)
- Topography and Stormwater Challenges (20% of Scoring)
 - Higher scores awarded when no major grading and alignment changes are needed and little to no stormwater problems/challenges are present.
- Traffic Loading, Zoning, and Density (20% of Scoring)
 - Higher scores awarded when the road is functioning as a collector, has high residential density, and is located within residential properties.
- Existing Need For a Turnaround (10% of Scoring)
 - Higher scores awarded when the dirt road is a connector between two public paved roadways and does not need a Turnaround and/or cul-de-sac installed.

RECOMMENDED BY: Transportation & Public Works Department

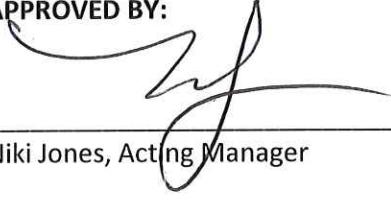

Stephen Bailey, Director

Transportation & Public Works

July 9, 2024

Date

APPROVED BY:

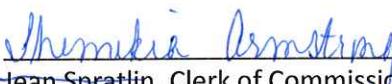

Niki Jones, Acting Manager

August 6, 2024

Date

Recommended by Government Operations Committee on: July 9, 2024

Approved by the Commission of Athens-Clarke County Unified Government on: August 6, 2024.


Jean Spratlin, Clerk of Commission - Deputy


Shemikia Armstrong


August 6, 2024

Date

ATHENS-CLARKE COUNTY
TRANSPORTATION & PUBLIC WORKS DEPARTMENT
POLICY STATEMENT
AUGUST 6, 2024

Subject: Voluntary Dirt Road Paving

Functional Area: Traffic Engineering and Streets & Drainage Divisions

Policy Number: PW-007

Purpose

The purpose of the Voluntary Dirt Road Paving Policy is to define the procedure and funding options for residents to self-fund dirt road improvements of locally-owned and maintained dirt roads through asphalt paving and to bring these roads up to current roadway and stormwater standards.

Although there is currently a Dirt Road Paving Program already in place in which public funds (e.g., Capital and SPLOST) are used to upgrade dirt roads to paved roads throughout Athens-Clarke County, the demand for dirt road paving outpaces the current budget's ability to fund their construction. Therefore, the formation of a voluntary, resident-funded program would allow for residents to request the construction of a dirt road paving project outside of the Dirt Road Paving Program and without public funds.

Definitions

- A. Property Owners' Representative
 - i. A single resident (or District Commissioner) acting in an official capacity as the point of contact between adjacent property owners and ACCGov staff.

Dirt Road Paving Eligibility Criteria

In order for these dirt roads to be considered eligible for the Voluntary Dirt Road Paving Program, each roadway under consideration must be found by ACCGov Staff to meet the following conditions:

1. The dirt road must be currently maintained by the Transportation and Public Works Department of ACCGov
2. As necessary, the current owners of all adjacent parcels along said dirt road have all agreed to convey required Right-Of-Way (ROW) for roadway improvements.
3. The ROW conveyance to ACCGov shall be at no cost to ACCGov.

Procedure

1. To initiate the procedure, a Property Owner's Representative for the project area must first contact the Streets & Drainage Superintendent.
2. ROW Donation Letter of Agreement: Property Owner's Representative gathers signatures from current owners of all adjacent parcels to the dirt road, affirming intent to convey necessary ROW for the purpose of improving and paving this roadway.

3. Finding of baseline program eligibility by ACCGov Staff
4. Once ACCGov Staff have determined that the dirt road in question meets the baseline criteria outlined above, staff will generate a document package, including a concept of the paving project, a total estimated project cost (including cost of design and construction of dirt road paving) and an estimated cost per property owner will be provided to the Property Owner's Representative to share with the affected property owners.
5. The document package will include funding information, explaining that the project must be funded through an "upfront cash payment."
6. It will be the responsibility of the Property Owner's Representative (using Exhibit #1- petition template) to collect signatures from the affected property owners within the designated study area to obtain the required 100% support towards funding of the project.
7. The property owners will have six months to complete the final petition process from the date the Homeowner's Representative receives the document package.
8. If 100% of the affected property owners support the recommended dirt road paving project and agree to fund the project, the project will be forwarded to the Mayor and Commission for their final review and action at a Regular Voting Mayor and Commission meeting.
9. Agenda report from T&PW staff will include the following information:
 - Preferred roadway typical section
 - Rural or urban typical section
 - Impacts to existing utilities
 - Impacts to adjacent properties (ROW & Easements)
 - Inclusion or non-inclusion of a turn-around
 - Inclusion or non-inclusion of sidewalks
 - State of Water & Sewer utilities in the roadway.
10. The Mayor and Commission will take action upon:
 - The proposed dirt road paving project, and
 - The proposed funding – acceptance of upfront cash payment.
11. Design and Construction:
 - a) If Mayor and Commission approves the project concept, the final design will be prepared by the property owners. TPW staff will review design plans through an Engineering-Only Plans Review process.
 - b) Construction will follow the final design, with inspection by TPW staff before the project is accepted as public infrastructure for future maintenance purposes.
 - c) All costs of review, permitting, design, and construction is the responsibility of the property owners.

RECOMMENDED BY: Transportation & Public Works Department



Stephen Bailey, Director
Transportation & Public Works

July 9, 2024

Date

APPROVED BY:



Niki Jones, Acting Manager

August 6, 2024

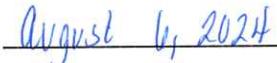
Date

Recommended by Government Operations Committee on: July 9, 2024

Approved by the Commission of Athens-Clarke County Unified Government on: August 6, 2024.



Jean Spratlin, Clerk of Commission - Deputy
Shemekia Armstrong





ATHENS
CLARKE
COUNTY
UNIFIED GOVERNMENT



Date: December 4, 2025

Dear: *Property Owner*

Subject:

Dirt Road Paving Program

Right of Way & Easement Donation Letter - Consent Request Letter

Return Service Requested – Please read, fill, sign, and return via mail or email.

The “Dirt Road Paving” Policy was instituted by the Unified Government of Athens-Clarke County (ACCGov) Mayor & Commission (M&C) in summer of 2024, and a list of priority dirt roads was approved based on weighted criteria developed and approved as part of the said policy (See attached Dirt Road Paving Policy; PW-006). In addition, a “Voluntary Dirt Road Paving” Policy was also approved to set a path forward for neighborhoods to spearhead paving of existing dirt roads when public funds are not available (See attached Voluntary Dirt Road Paving Policy; PW-007).

In late 2024, the Transportation and Public Works (T&PW) Department received funding to begin the concept development of the dirt road priority list approved by the Dirt Road Paving Policy PW-006. **[Road Name]** **Dirt Road** is next on the dirt road priority list, and you are receiving this letter to assist staff in establishing baseline program eligibility by **soliciting property owner's consent expressing willingness to donate needed ROW and easement at no cost to ACCGov**.

Dirt Road Paving Eligibility Criteria

For dirt roads to be considered eligible for the Dirt Road Paving Program, each roadway under consideration must be found by Athens-Clarke County Staff to meet the following conditions:

1. The dirt road must be currently maintained by the Transportation and Public Works Department of Athens-Clarke County Staff.
2. As necessary, the current owners of all adjacent parcels along said dirt road have all agreed to convey required Right-Of-Way (ROW) for roadway improvements.
3. **The ROW conveyance to Athens Clarke County Government shall be at no cost to the County.**

Right of Way (ROW) Donation at no cost to ACCGov

The purpose of this letter is to gather property owners' contact information and signature(s) with consent and agreement to quit-claim needed right of way and easements to Athens Clarke County Government from all adjacent property owners to *Road Name* and based on the proposed concept layout attached.

The next steps planned for *Road Name Dirt Road Paving* are:

1. Establish a contact list for all property owners adjacent to the proposed dirt road paving, and if needed, invite them to a future neighborhood meeting where we can show the concept layout, solicit input, and answer questions.
2. Gather Consent Forms/Signature and confirm the baseline eligibility criteria with Athens-Clarke County staff and hired consultant [Pond].
3. Once consent with, or without, support from all property owners is received, staff will compile responses and shall present these facts with the Manager's Office and to M&C in a future agenda.
4. Dirt Roads that receive 100% consent to donate needed ROW and Easement shall be presented in a future agenda to M&C for concept approval , and if approved, will move into preliminary engineering and design followed by ROW acquisition phases.
5. While there is currently no funding allocated to perform construction of dirt road paving, there is currently a TSPLOST 2026 proposal being considered for Dirt Road construction, and future general capital allocations could potentially supplement these funding efforts as well.

A concept layout of the proposed roadway improvements is attached. **Please contact David Webb by email @ David.Webb@pondco.com to request a property owners meeting where additional information provided.**

Thank you for your attention to this matter, and I look forward to your continued support and participation. You can also reach out to the Department of Transportation and Public Works by emailing or call 706-613-3440 extension 7817 or email Thiago Magalhaes @ Thiago.Magalhaes@accgov.com.

With sincere gratitude,

Rani Katreeb
Assistant Director
Athens-Clarke County Unified Government
rani.katreeb@accgov.com
762-400-6712

Attachments:

Concept Layout,
Dirt Road Pacing Policy PW-006
Voluntary Dirt Roads Paving Policy PW-007

CC:

David Webb, Pond & Company [on-call design consultants to ACCGov]
Derick Mason, Engineering Administrator
Thiago Magalhaes, Design Engineer, ACCGov T&PW

**Dirt Road Program
Consent Statement**

Property Address

Property Tax ID

Property Owner as Listed on the TAX MAP RECORDS:

I/we am/are the property owners of [Property Address], and our signature(s) below demonstrate our voluntarily consent/no-consent to the donation of right of way and easements to Athens-Clarke County Government for the future design and construction of dirt road paving program and as approximately shown on the Attached Concept Layout Titled [XXX] and dated [Month Day, Year]. Such right of way and easements will be donated at no cost to Athens-Clarke County.

Property Owner phone number: _____

Property Owner email address: _____

Please Fill One of The Boxes Below:

Full Consent to Donate Future ROW and Easement:

Option 1: Consent: _____
Property owner's signature(s) & Date

Notes for consent (optional): _____

Do Not Consent to Donate Future ROW and Easement:

Option 2: Do Not Consent: _____
Property owner's signature(s) & Date

Notes for no-consent (optional): _____

Please mail via return mail or email to David.Webb@pondco.com:

Thiago Magalhaes

Engineer I – Design Coordinator

605 Spring Valley Road

**DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS
ENGINEERING DIVISION**

P.O. Box 1868 · Athens, Georgia 30603 · (706) 613-3440

Athens GA 30605

**DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS
ENGINEERING DIVISION**
P.O. Box 1868 · Athens, Georgia 30603 · (706) 613-3440



Athens-Clarke County Unified Government
Transportation and Public Works Department
Dirt Road List Maintained by ACCGov TPW Streets & Drainage
Preliminary Readiness Score & Ranking

Revised: 12/12/2025

No.	Roadway Name	Length	Total Readiness Score	From	TO	Estimated Conceptual Cost	Water Main Upgrade Cost *	Total Estimated Cost	Status (December 2025)
1*	Fritz Mar Ln	0.10	100	Kathwood Dr	Towne Square Ln	\$ 256,423	\$0	\$ 256,423	Completed 2025.
2*	Mission Dr	0.10	86	Danielsville Rd	Mission Dr	\$ 295,350	\$0	\$ 295,350	Removed - No Consent from Adj. Property Owner(s).
3*	Beech Creek Rd	0.13	68	West Lake Dr	End	\$ 709,045	\$134,102	\$ 843,148	Consent from 100% of Impacted Property Owners.
4*	Crescent Dr	0.08	64	Jefferson Rd	Crescent Dr	\$ 300,000	\$13,000	\$ 313,000	One (1) no-consent received → permanent hold.
5*	N Pope St	0.02	64	Prince Ave	NORTH END	\$ 110,020	\$32,844	\$ 142,864	No response to date.
6*	Pine Log Rd	0.04	62	End	Pine Log	\$ 175,323	\$55,357	\$ 230,680	One (1) no-consent received → permanent hold.
7*	Clarke Rd	0.22	60	Dunlap Rd	EAST END	\$ 1,001,416	\$27,500	\$ 1,028,916	Two (2) consents received & 11 remaining.
8*	Stroud Rd	0.31	58	Park Ridge Dr	Stroud Rd	\$ 1,458,457	\$104,060	\$ 1,562,516	Three (3) no-consent received → permanent hold.
9*	Almond Dr	0.08	56	Newton Bridge Rd	Fairlane Dr	\$ 340,221	\$3,000	\$ 343,221	No response to date.
10*	Head St	0.03	56	SE END	Dublin St	\$ 153,497	\$77,628	\$ 231,124	No response to date.
11	O'Kelley Rd	0.04	56	Mabry Dr	End	\$ 182,503	\$27,375	\$ 209,879	Pending
12	O'Kelley Rd	0.14	56	Hughes St	Mabry Dr	\$ 548,491	\$82,274	\$ 630,764	Pending
13	O'Kelley Rd	0.08	56	Hughes St	End	\$ 332,173	\$49,826	\$ 381,999	Pending
14	Connally Cir	0.06	54	Connalley Cir	Daneilsville Rd	\$ 276,180	\$41,427	\$ 317,607	Pending
15	Connally Cir	0.34	54	Daneilsville Rd	Connalley Cir	\$ 1,535,254	\$230,288	\$ 1,765,542	Pending
16	Pettit Ln	0.04	54	Greenbrier Pl	EAST END	\$ 143,235	\$21,485	\$ 164,720	Pending
17	Honeysuckle Ln	0.02	52	SOUTH END	W Broad St	\$ 80,972	\$12,146	\$ 93,118	Pending
18	Candler Rd	0.23	48	End	Candler Ct	\$ 1,107,993	\$166,199	\$ 1,274,192	Pending
19	Greenview Rd	0.05	48	Ruth St	End	\$ 230,500	\$34,575	\$ 265,075	Pending
20	Pine Cone Pl	0.05	48	Pine Cone Pl	End	\$ 199,765	\$29,965	\$ 229,729	Pending
21	Shoal Creek Dr	0.07	48	Winterville Rd	End of Gravel	\$ 315,261	\$47,289	\$ 362,551	Pending
22	Shoal Creek Dr	0.24	48	Cherokee Rd	End	\$ 1,156,447	\$173,467	\$ 1,329,914	Pending
23	Star Dr	0.11	48	Pittard Rd	End	\$ 525,686	\$78,853	\$ 604,539	Pending
24	Martha Dr	0.13	46	Macon Hwy	Macon Hwy	\$ 594,187	\$89,128	\$ 683,315	Pending
25	Hobson Ave	0.17	40	Dr MLK Jr Pkwy	Dr MLK Jr Pkwy	\$ 798,795	\$119,819	\$ 918,614	Pending
26	Nabers Rd	0.19	40	Cherokee Rd	End	\$ 879,830	\$131,974	\$ 1,011,804	Pending
27	Standard Oil St	0.09	38	Cleveland Ave	End	\$ 442,120	\$66,318	\$ 508,438	Pending
Total Miles		2.54				Total Est. Cost	\$ 13,341,075	For Remaining Priorities Only	

Notes:

**Water Main Upgrades Cost estimates for top 10 projects is based on existing conditions and actual needs. However, an average of 15% of the project cost is used for Roadways No.11 through 27

- Completed
- In Design / Conceptual Design
- Not Started

**Government Operations Committee
Commission Report**

SUBJECT: GOC Report: Dirt Road Policy

DATE: July 9, 2024

EXECUTIVE SUMMARY:

The GOC, with staff support, studied potential criteria and policies around identifying and prioritizing unpaved roads in Athens-Clarke County for paving, as well as a voluntary policy for neighborhoods.

PURPOSE:

This report provides the Mayor and Commission (M&C) with recommendations from the Government Operations Committee (GOC) related to policies related to paving dirt roads in Athens-Clarke County.

HISTORY:

1. On September 5, 2023 Mayor Kelly Girtz assigned to the GOC *“Prioritize unpaved roads for surfacing with FY24 funds and others that may follow.”*
2. On February 19, 2024, Interim Transportation and Public Works Director Rani Khatreeb provided a concise overview of the Dirt Road Policy's historical context. Rani updated the Committee on the status of five dirt roads that have been proposed for paving, highlighting the associated challenges and reported a budget of \$200,000 allocated for these dirt roads. Mr. Khatreeb emphasized that the purpose of the meeting was to establish a policy and seek the Committee's guidance on the ranking criteria for such a policy. The committee engaged in a discussion regarding the weighting criteria, and Mr. Khatreeb conveyed that the staff would return with a list of roads based on the presented criteria. Additionally, he mentioned that the committee could incorporate additional criteria later if desired. Mr. Khatreeb informed the committee that it would take at least two months to draft the policy.
3. On May 20. 2024, staff from the Transportation and Public Works Department and the Manager's Office presented two policies related to dirt road paving and an associated priority list based on recommended criteria. The GOC unanimously voted to advance staff's recommended policies for both dirt road paving as well as a voluntary policy if property owners wanted to advance their roads with their own funds.

RECOMMENDATIONS:

The Government Operations Committee recommends that the Mayor and Commission approve:

- The proposed and recommended Dirt Road Paving Program Policy meant to identify, prioritize, and improve ACCGov-owned and maintained dirt roads through asphalt paving and bring these roads up to current roadway and stormwater standards.
- The proposed and recommended Voluntary Direct Road Paving Program Policy which creates the formation of a voluntary, resident-funded program would allow for residents to request the construction of a dirt road paving project outside of the Dirt Road Paving Program and without public funds.

ADDITIONAL INFORMATION/COMMENTS:



07/09/24

Patrick Davenport, Chair
Government Operations Committee

Date:

ATTACHMENTS:

Attachment #1 – Preliminary Dirt Road List Readiness
Attachment #2 – Dirt Road Paving Policy Program
Attachment #3 – Voluntary Dirt Road Paving Program Policy

Athens-Clarke County Unified Government
Transportation and Public Works Department

Dirt Road List Maintained by ACCGov TPW Streets & Drainage
Preliminary Readiness Score & Ranking

Revised 4/10/2024

No.	Roadway Name	Length	Total Readiness Score	From	TO	Estimated Conceptual Cost
1*	Fritz Mar Ln	0.10	100	Kathwood Dr	Towne Square Ln	\$ 256,433
2*	Mission Dr	0.10	86	Danielsville Rd	Mission Dr	\$ 295,350
3*	Beech Creek Rd	0.13	68	West Lake Dr	End	\$ 709,045
4*	Crescent Dr	0.08	64	Jefferson Rd	Crescent Dr	\$ 300,000
5*	N Pope St	0.02	64	Prince Ave	NORTH END	\$ 110,020
6*	Pine Log Rd	0.04	62	End	Pine Log	\$ 175,323
7*	Clarke Rd	0.22	60	Dunlap Rd	EAST END	\$ 1,001,416
8*	Stroud Rd	0.31	58	Park Ridge Dr	Stroud Rd	\$ 1,458,457
9*	Almond Dr	0.08	56	Newton Bridge Rd	Fairlane Dr	\$ 340,221
10*	Head St	0.03	56	SE END	Dublin St	\$ 153,497
11	O'Kelley Rd	0.04	56	Mabry Dr	End	\$ 182,503
12	O'Kelley Rd	0.14	56	Hughes St	Mabry Dr	\$ 548,491
13	O'Kelley Rd	0.08	56	Hughes St	End	\$ 332,173
14	Connally Cir	0.06	54	Connalley Cir	Daneilsville Rd	\$ 276,180
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25	Hobson Ave	0.17	40	Dr MLK Jr Pkwy	Dr MLK Jr Pkwy	\$ 798,795
26	Nabers Rd	0.19	40	Cherokee Rd	End	\$ 879,830
27	Standard Oil St	0.09	38	Cleveland Ave	End	\$ 442,120
Total Miles		3.17				\$ 14,149,154

Notes:

Current Budget Available is \$200,000

*Estimated Total Cost for Top 10 Projects is \$4.8 Million

Dirt Road Paving Policy

Purpose

The purpose of the Dirt Road Paving Program is to identify, prioritize, and improve locally-owned and maintained dirt roads through asphalt paving and bring these roads up to current roadway and stormwater standards.

Dirt Road Paving Eligibility Criteria

In order for a dirt road to be considered eligible for the Dirt Road Paving Program, each roadway under consideration must be found by ACCGov Staff to meet the following conditions:

1. The dirt road must be currently maintained by the Transportation and Public Works Department of ACCGov.
2. As necessary, the current owners of all adjacent parcels along said dirt road have all agreed to convey required Right-Of-Way (ROW) for roadway improvements.
3. The ROW conveyance to ACCGov shall be at no cost to ACCGov.

Neighborhoods with established homeowner's associations, condominium associations, or other similar groups that currently assess owners' fees for road and/or driveway maintenance or those who have the ability to assess larger fees and/or establish a capital fund for the purpose of paying for such maintenance are not eligible for the program.

Procedure

1. Program Inquiry [initiated by property owner(s), ACC Commissioner(s), ACCGov Staff]
2. ROW Donation Letter of Agreement: Initiator gathers signatures from current owners of all adjacent parcels to the dirt road, affirming intent to convey necessary ROW and/or necessary temporary construction easements, for the purpose of improving and paving this roadway.
3. Finding of baseline program eligibility by ACCGov Staff
4. Once ACCGov Staff have determined that the dirt road in question meets the baseline criteria outlined above, the road will be prioritized for funding through the weighted criteria matrix (see below). As funding allows, staff will bring forward this prioritized list of dirt roads to be paved on an annual basis to Mayor and Commission for approval.

Weighted Criteria Matrix

- Current Maintenance of Dirt Roads (30% of Scoring)
 - Higher scores awarded for roads with an increased history of required dirt road maintenance services
- Existing Right-Of-Way (ROW) and vs needed ROW (20% of Scoring)

- Higher scores awarded when existing ROW \geq 50 feet (preferred 60 feet)
- Topography and Stormwater Challenges (20% of Scoring)
 - Higher scores awarded when no major grading and alignment changes are needed and little to no stormwater problems/challenges are present.
- Traffic Loading, Zoning, and Density (20% of Scoring)
 - Higher scores awarded when the road is functioning as a collector, has high residential density, and is located within residential properties.
- Existing Need For a Turnaround (10% of Scoring)
 - Higher scores awarded when the dirt road is a connector between two public paved roadways and does not need a Turnaround and/or cul-de-sac installed.

Voluntary Dirt Road Paving Policy

Purpose

The purpose of the Voluntary Dirt Road Paving Policy is to define the procedure and funding options for residents to self-fund dirt road improvements of locally-owned and maintained dirt roads through asphalt paving and to bring these roads up to current roadway and stormwater standards.

Although there is currently a Dirt Road Paving Program already in place in which public funds (e.g., Capital and SPLOST) are used to upgrade dirt roads to paved roads throughout Athens-Clarke County, the demand for dirt road paving outpaces the current budget's ability to fund their construction. Therefore, the formation of a voluntary, resident-funded program would allow for residents to request the construction of a dirt road paving project outside of the Dirt Road Paving Program and without public funds.

Definitions

- A. Property Owners' Representative
 - i. A single resident (or District Commissioner) acting in an official capacity as the point of contact between adjacent property owners and ACCGov staff.

Dirt Road Paving Eligibility Criteria

In order for these dirt roads to be considered to be considered eligible for the Voluntary Dirt Road Paving Program, each roadway under consideration must be found by ACCGov Staff to meet the following conditions:

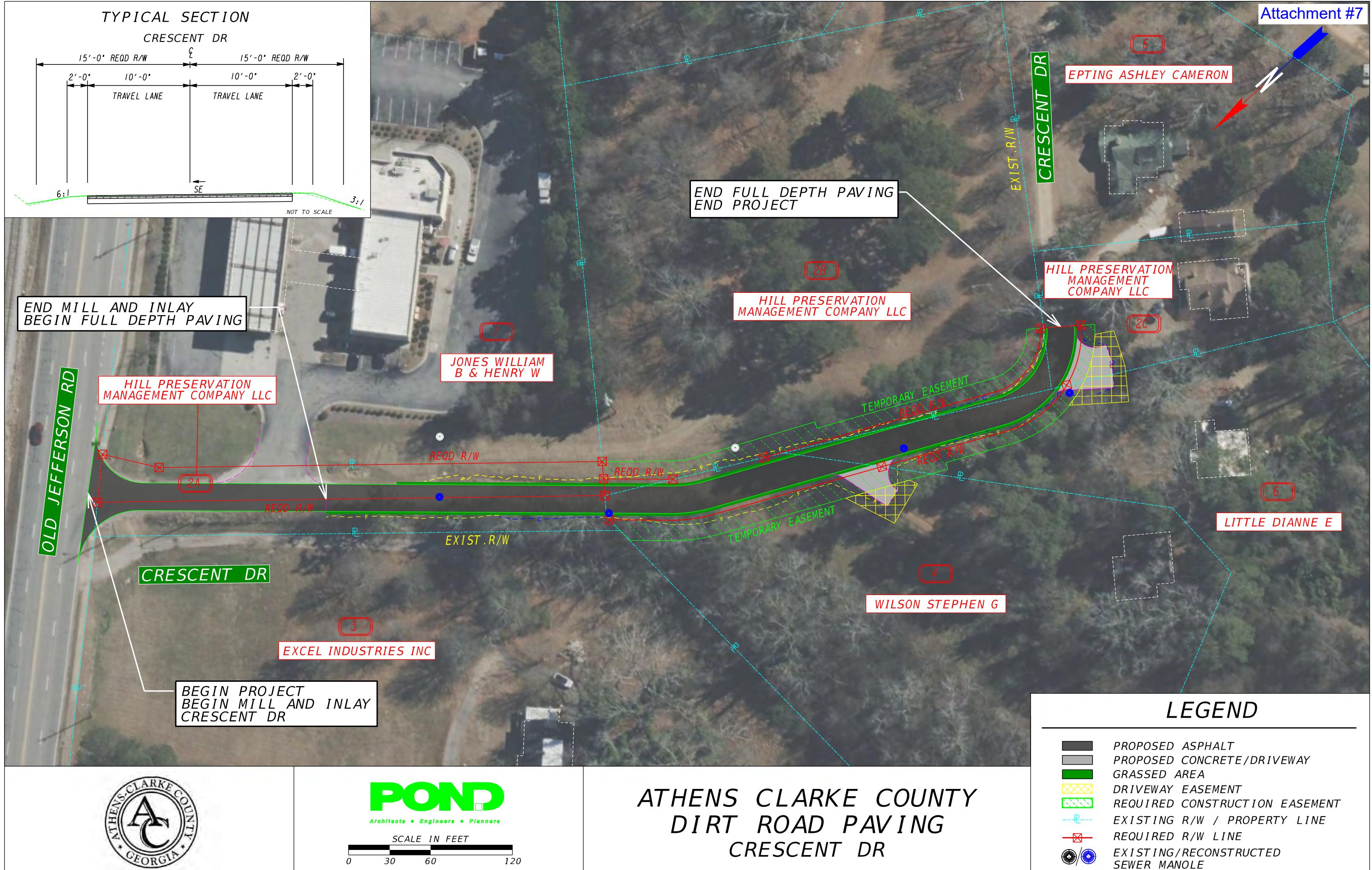
1. The dirt road must be currently maintained by the Transportation and Public Works Department of ACCGov
2. As necessary, the current owners of all adjacent parcels along said dirt road have all agreed to convey required Right-Of-Way (ROW) for roadway improvements.
3. The ROW conveyance to ACCGov shall be at no cost to ACCGov.

Procedure

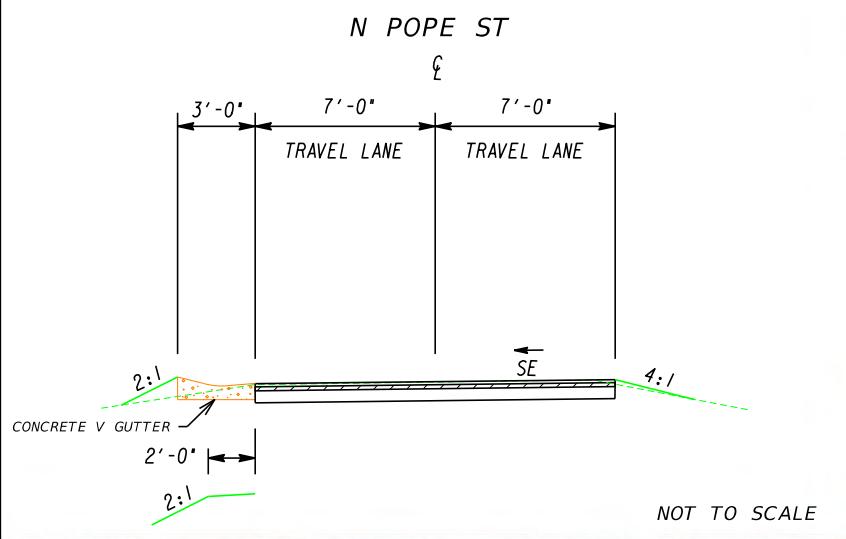
1. To initiate the procedure, a Property Owner's Representative for the project area must first contact the Streets & Drainage Superintendent.
2. ROW Donation Letter of Agreement: Property Owner's Representative gathers signatures from current owners of all adjacent parcels to the dirt road, affirming intent to convey necessary ROW for the purpose of improving and paving this roadway.
3. Finding of baseline program eligibility by ACCGov Staff
4. Once ACCGov Staff have determined that the dirt road in question meets the baseline criteria outlined above, staff will generate a document package, including a concept of the paving project, a total estimated project cost (including cost of design and construction of dirt road paving) and an

estimated cost per property owner will be provided to the Property Owner's Representative to share with the affected property owners.

5. The document package will include funding information, explaining that the project must be funded through an "upfront cash payment."
6. It will be the responsibility of the Property Owner's Representative (using Exhibit #1- petition template) to collect signatures from the affected property owners within the designated study area to obtain the required 100% support towards funding of the project.
7. The property owners will have six months to complete the final petition process from the date the Homeowner's Representative receives the document package.
8. If 100% of the affected property owners support the recommended dirt road paving project and agree to fund the project, the project will be forwarded to the Mayor and Commission for their final review and action at a Regular Voting Mayor and Commission meeting.
9. Agenda report from T&PW staff will include the following information:
 - Preferred roadway typical section
 - Rural or urban typical section
 - Impacts to existing utilities
 - Impacts to adjacent properties (ROW & Easements)
 - Inclusion or non-inclusion of a turn-around
 - Inclusion or non-inclusion of sidewalks
 - State of Water & Sewer utilities in the roadway.
10. The Mayor and Commission will take action upon:
 - The proposed dirt road paving project, and
 - The proposed funding – acceptance of upfront cash payment.
11. Design and Construction:
 - a) If Mayor and Commission approves the project concept, the final design will be prepared by the property owners. TPW staff will review design plans through an Engineering-Only Plans Review process.
 - b) Construction will follow the final design, with inspection by TPW staff before the project is accepted as public infrastructure for future maintenance purposes.
 - c) All costs of review, permitting, design, and construction is the responsibility of the property owners.



TYPICAL SECTION



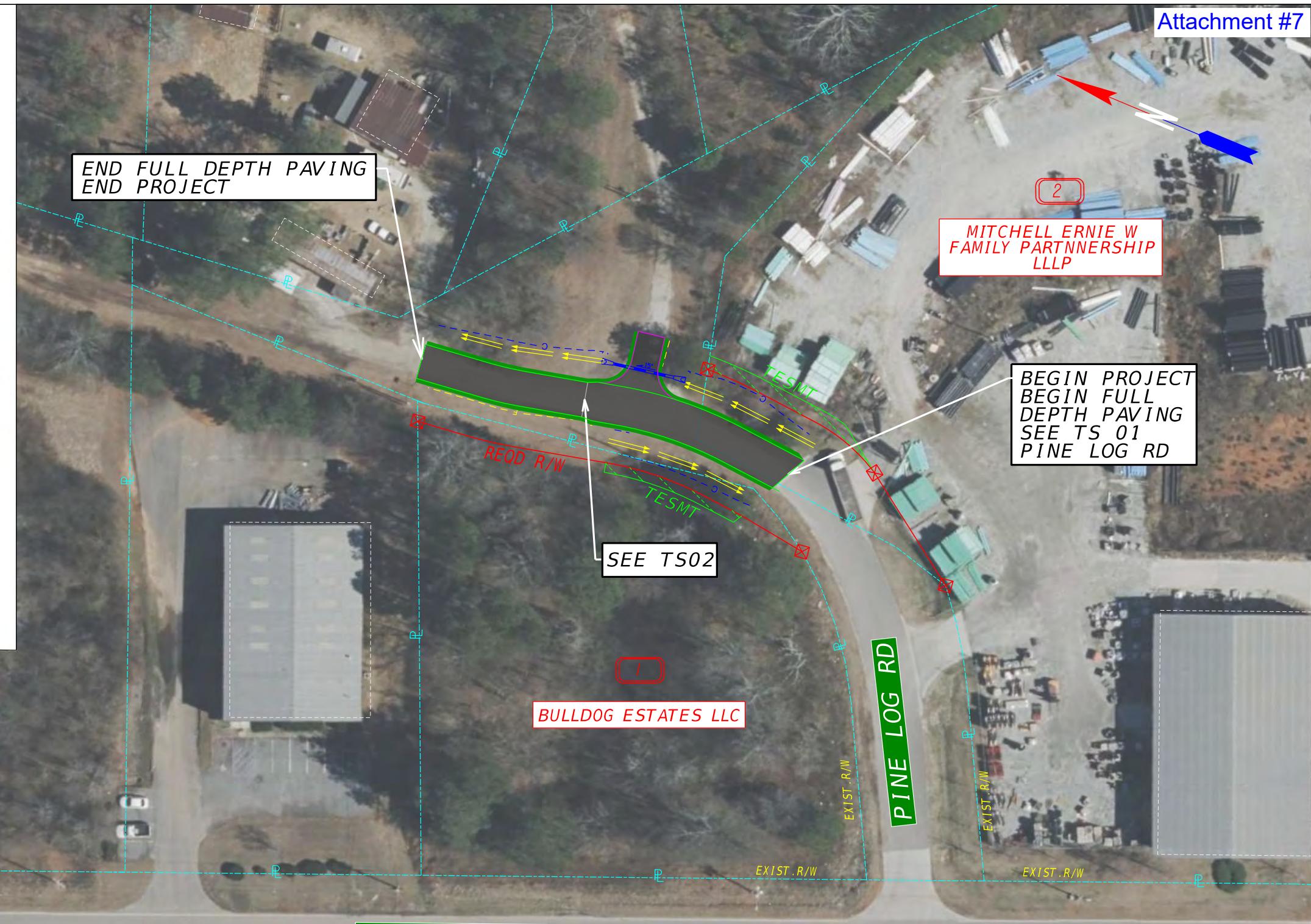
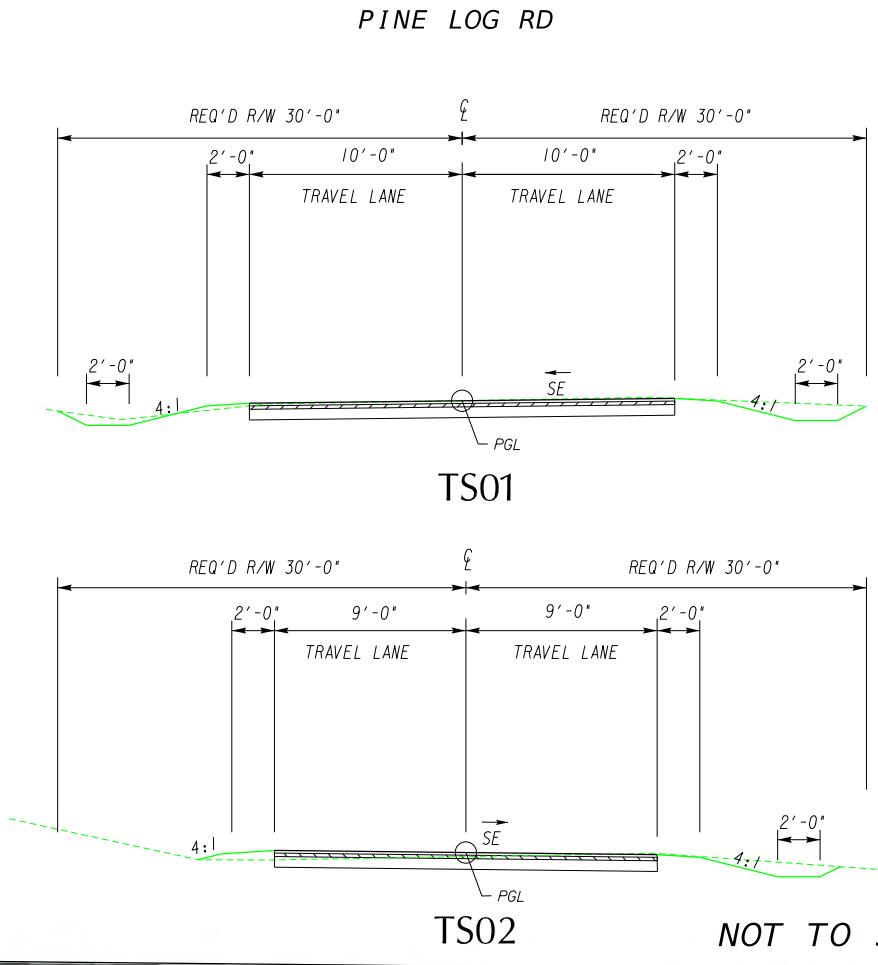
POND
Architects • Engineers • Planners

SCALE IN FEET
0 30 60 120

ATHENS CLARKE COUNTY
DIRT ROAD PAVING
N POPE ST

- PROPOSED ASPHALT
- PROPOSED CONCRETE/DRIVeway
- GRASSED AREA
- DRIVeway EASEMENT
- REQUIRED CONSTRUCTION EASEMENT
- EXISTING R/W / PROPERTY LINE
- REQUIRED R/W LINE
- EXISTING/RECONSTRUCTED SEWER MANHOLE

TYPICAL SECTION



LEGEND

	PROPOSED CONCRETE/DRIVEWAY
	PROPOSED ASPHALT
	GRASSED AREA
	DRIVEWAY EASEMENT
	REQUIRED CONSTRUCTION EASEMENT
	EXISTING R/W / PROPERTY LINE
	REQUIRED R/W LINE



POND

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SCALE IN FEET
0 30 60 120

ATHENS CLARKE COUNTY
DIRT ROAD PAVING
PINE LOG RD

**DISCLAIMER: PROPERTY LINE ACQUIRED FROM GIS

BEGIN PROJECT
BEGIN FULL DEPTH PAVING
CLARKE RD

END FULL
DEPTH PAVING
END ASPHALT
DRIVEWAY
END PROJECT

DUNLAP RD

CLARKE RD

PROPOSED
CUL - DE - SAC

BEGIN ASPHALT
DRIVEWAY

[Proposed Concrete/Driveway]	PROPOSED CONCRETE/DRIVEWAY
[Proposed Asphalt]	PROPOSED ASPHALT
[Grassed Area]	GRASSED AREA
[Driveway Easement]	DRIVEWAY EASEMENT
[Required Construction Easement]	REQUIRED CONSTRUCTION EASEMENT
[Existing Right-of-Way / Property Line]	EXISTING R/W / PROPERTY LINE
[Required Right-of-Way Line]	REQUIRED R/W LINE



POND

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SCALE IN FEET

0 50 100 200

ATHENS CLARKE COUNTY
DIRT ROAD PAVING
CLARKE RD
SHEET 1 OF 4



**DISCLAIMER: PROPERTY LINE ACQUIRED FROM GIS



POND

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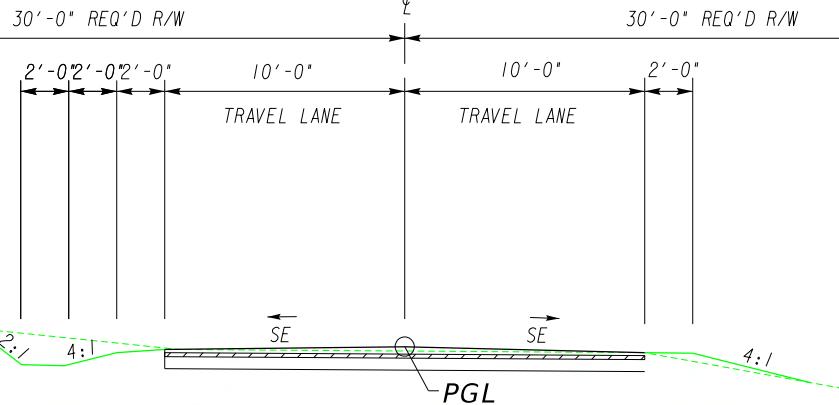
SCALE IN FEET

0 50 100 200

ATHENS CLARKE COUNTY
DIRT ROAD PAVING
STROUD RD
SHEET 1 OF 4

TYPICAL SECTION

ALMOND DR



BEGIN PROJECT
BEGIN FULL DEPTH PAVING
ALMOND DR

NEWTON BRIDGE RD



**DISCLAIMER: PROPERTY LINE ACQUIRED FROM GIS



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SCALE IN FEET
0 30 60 120

ATHENS CLARKE COUNTY
DIRT ROAD PAVING
ALMOND DR

LEGEND

- PROPOSED ASPHALT
- PROPOSED CONCRETE/DRIVEWAY
- GRASSED AREA
- DRIVEWAY EASEMENT
- REQUIRED CONSTRUCTION EASEMENT
- EXISTING R/W / PROPERTY LINE
- REQUIRED R/W LINE
- EXISTING WATER LINE

TYPICAL SECTION

HEAD ST

30'-0" REQ'D R/W

2'-0"2'-6" 9'-0" 9'-0" 2'-6"2'-0"

TRAVEL LANE TRAVEL LANE

4:1

SE

4:1

SE

4:1

PGL

BEGIN PROJECT
BEGIN FULL DEPTH PAVING
HEAD ST

DUBLIN ST

ATHENS LAND
TRUST INC

ATHENS LAND
TRUST INC

FINCH SHEENA
LADONNA

PROPOSED
J-TURNAROUND

THOMAS
IOREE P

OLD WINTERVILLE RD

EXIST. R/W

EXIST. R/W

R = 26'

LEGEND

PROPOSED ASPHALT

PROPOSED CONCRETE/DRIVeway

GRASSED AREA

DRIVeway EASEMENT

REQUIRED CONSTRUCTION EASEMENT

EXISTING R/W / PROPERTY LINE

REQUIRED R/W LINE

PROPOSED DRAINAGE

EXISTING STORM/SEWER LINE

EXISTING FIRE HYDRANT

EXISTING WATER LINE



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SCALE IN FEET
0 30 60 120

ATHENS CLARKE COUNTY
DIRT ROAD PAVING
HEAD ST

**DISCLAIMER: PROPERTY LINE ACQUIRED FROM GIS