

Municipal District of Acadia No. 34

Policy Number: 2311

Title: Private Approach Policy

Subject Area: Road Maintenance and Repair

Approval Date: 10 October 2017 **Revision Date(s):**

Policy Statement:

The MD of Acadia shall allow landowners and energy companies to construct private approaches into quarter sections provided several municipal criteria are met.

1. Policy Overview:

An application must be made and approved by the MD of Acadia prior to any construction of a new approach, widening of an existing approach, re-location of an existing approach, or altering an existing approach in any form or fashion. This policy does not cover the hamlet of Acadia Valley or any new subdivisions within the hamlet or elsewhere.

2. Principles:

Any request for a new approach or the altering of an approach will be approved by the MD's Public Works Department subject to:

- a. The location being acceptable such that it does not create a hazard to the traveling public.
- b. The approach will not create negative impact on the MD's existing road drainage systems or other facilities, including and not limited to other utilities that may share the road right-of-way.

3. Considerations and Criteria

- a. The MD will provide to an owner/applicant the first approach to a quarter section without charge. The MD will undertake the construction of the approach within twenty (20) working days of the application being approved, weather permitting.
- b. The minimum distance between approaches on the same quarter section is 100 meters.

- c. The MD of Acadia does not undertake construction of private approaches. Landowners are responsible for hiring a contractor to conduct this work; OR landowners may undertake this work on their own if approval is given from the Public Works Supervisor.
- d. A maximum of two field approaches are allowed per 100 linear metres of road frontage unless approved by the Public Works Coordinator.
- e. An application for a road approach to be located within 800 metres of a provincial highway shall be referred directly to Alberta Transportation for consideration and approval. Also, proposed locations within this area require written approval from the MD prior to installation, except for locations within the highway road allowance, which only requires approval from Alberta Transportation.
- f. Road approaches shall be constructed at 90 degrees to the Municipal road. At the discretion of the Public Works Supervisor, the angle may be relaxed up to 20 degrees.
- g. Prior to construction of the road approach, the applicant is responsible for identifying all utility locations and is responsible for any repair or relocation of utilities.
- h. At the discretion of the Public Works Supervisor, warning signs indicating the construction zone may be required prior to the commencement of construction by the applicant.
- i. A culvert is not required for an approach that is located at a high point. Otherwise, a culvert shall be installed as per the specifications of the Public Works Supervisor.
- j. Any damage to Municipal roads or property, including utilities, shall be repaired at the sole expense of the applicant, including the reclamation of any disturbed areas or damages that resulted from siltation.
- k. This policy shall remain in effect until Council decides to remove or amend it.

4. Definitions

- a. Application: At minimum, an application for a private approach must include the landowners name and signature; a land location; a description of the work to take place; the estimated start and end dates of construction; a traffic safety plan; the name of the person or company that will be constructing the approach; and an statement agreeing that the MD is in not liable for any current or future costs, repairs, or risks associated with the approach.

- b. Private Approach: Access to a field or yard from a developed municipal road.

5. Roles and Responsibilities:

- a. Council is responsible for reviewing this policy and amending it as deemed appropriate.
- b. The CAO is responsible for advising Council on this policy and working with the Public Works Supervisor to implement it.
- c. The Public Works Supervisor is responsible for evaluating all approach requests and issuing decisions based on this and other municipal policies.
- d. Administration is responsible for receiving approach requests and verifying they are in order.

Approved by Council: 10 October 2017

Chief Administrative Officer