

# MUNICIPAL DISTRICT OF BIG LAKES

<b>TITLE:</b>	<b>Private Approaches</b>
<b>APPROVED BY COUNCIL:</b>	<b>July 26<sup>th</sup>, 1995</b>
<b>EFFECTIVE DATE:</b>	<b>July 26<sup>th</sup>, 1995</b>
<b>LAST REVISION:</b>	<b>April 12<sup>th</sup>, 2006</b>
<b>POLICY NO.</b>	<b>PW-05</b>
<b>LEGAL AUTHORITY:</b>	

## POLICY STATEMENT

The Council of the Municipal District of Big Lakes recognizes a need to establish standards with respect to the construction of approaches within the Municipal District. The Council further realizes some approaches may not meet the established standards. Therefore this policy establishes a program by which landowners and/or leased land holders may apply to have approaches widened or upgraded to meet the established standards.

## POLICY

### General Provisions:

1. Applications must be made and approval of the Municipal District received prior to any construction of a new approach, widening of an existing approach, or altering an existing approach in any form or fashion. Application forms (Schedule B) and the established standards of construction shall be available at the Municipal District of Big Lakes Administration Centre.
2. Applications for new approaches for well sites or commercial applications are covered under policy (PW-01), and thus will not be considered under this policy.
3. Applications for approaches for new subdivisions are not covered under this policy and will be approved by the Community Development department on a case-by-case basis.
4. The Municipal District will undertake the construction of the approach as soon as scheduling and weather permits.
5. Lands containing an oil lease road constructed from an adjacent municipal roadway shall be deemed to have an access approach.
6. An approval for the construction of the first or additional access approach will only be granted where the requested location is considered practical and safe by the Municipal District and shall be subject to construction meeting established Municipal District standards.

7. An applicant may proceed with the construction of an approach at his/her own expense upon having received approval from the Public Works Department.

#### First Approaches

8. Subject to the Evaluation and Specification criteria setout herein, the Municipal District may provide culverts for first approaches at no cost to the applicant.
9. For the purposes of this policy existing approaches off of a provincial highway may be deemed, at the discretion of the Public Works Superintendent, to be a first approach.
10. The Municipal District may provide additional approach(es) to a quarter section if the parcel is severed by a topographical feature that divides the quarter section into smaller parcels.

#### Approaches off of Provincial Highways

11. Applications for installation or upgrades to approaches off provincial highways may be accepted under this policy.
12. No application for installation or upgrade to an approach off a provincial highway will be evaluated until the applicant provides the Public Works department with written permission for the work from Alberta Infrastructure and Transportation.

#### Applications for Approach Upgrading Program:

13. Subject to section 12, any request made pursuant to this policy will be evaluated by the Public Works Department. Evaluation of the application will be based upon:
  - a. The budgetary limitations of the private approach program.
  - b. The location being acceptable, such that it does not create a hazard to the traveling public.
  - c. The landowner being able to provide sufficient fill material (i.e. from back slope or nearby borrow site).
  - d. The approach not creating a negative impact on the municipality's existing road drainage systems or other facilities, including but not limited to other utilities that may share the road right-of-way.
  - e. The size of the culvert. (Note: applications requiring culverts larger than 900mm shall be assessed on an individual basis for feasibility).

Fees:

14. Supply of culverts:
  - a. The Municipal District may provide culverts for first accesses at no cost.
  - b. Culverts for supplemental accesses will be on a cost recovery basis.
15. Where the Municipal District agrees to undertake the work, fees shall be as determined by Council from time to time. Such fees shall be set out in the Schedule of Fees bylaw, and clearly indicated on all application forms.

Specifications:

16. The minimum standards that an approach shall be constructed to are as shown on the attached Schedule 'A' and may be modified to suit the applicable situation at the discretion of the Public Works Department. For most instances the following shall apply:
  - a. Rural field/farm approaches – 12 metres of culvert length
  - b. Hamlet/Acreage approaches – 8 metres of culvert length
  - c. Clay and/or gravel compacted backfill
  - d. Side slope at a minimum of 3 to 1
  - e. Minimum size for a culvert shall be 400mm in diameter.
17. No road approaches shall be located less than 50m (164') from a bridge.
18. No road approaches shall be located less than 50m (164') from an at-grade railway crossing.
19. The access approach on gravel or paved roads shall be surfaced with a 50mm thickness of 20-25mm diameter crushed gravel material prior to use. Any costs relating to the replacement of asphalt shall be the responsibility of the applicant.
20. Existing drainage shall be accommodated, not altered.
21. Any cost incurred with regard to the removal or relocation of fencing is deemed to be a construction cost and shall be the responsibility of the applicant.

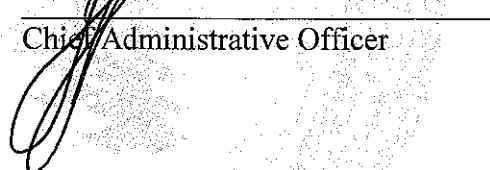
Refused or Unauthorized Accesses:

22. In instances where an application is being refused, the refusal shall be provided to the applicant in writing.
23. In instances where an unauthorized approach or related disturbance takes place without the approval of the Municipal District, the Municipal District may take action to remedy the situation and the offender also risks being charged under the Public Highways Development Act, should the municipality wish to proceed with charges.
24. Any unique situation which is not covered by provisions of this policy may be taken before Council. The decision of Council shall be final.



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Reeve

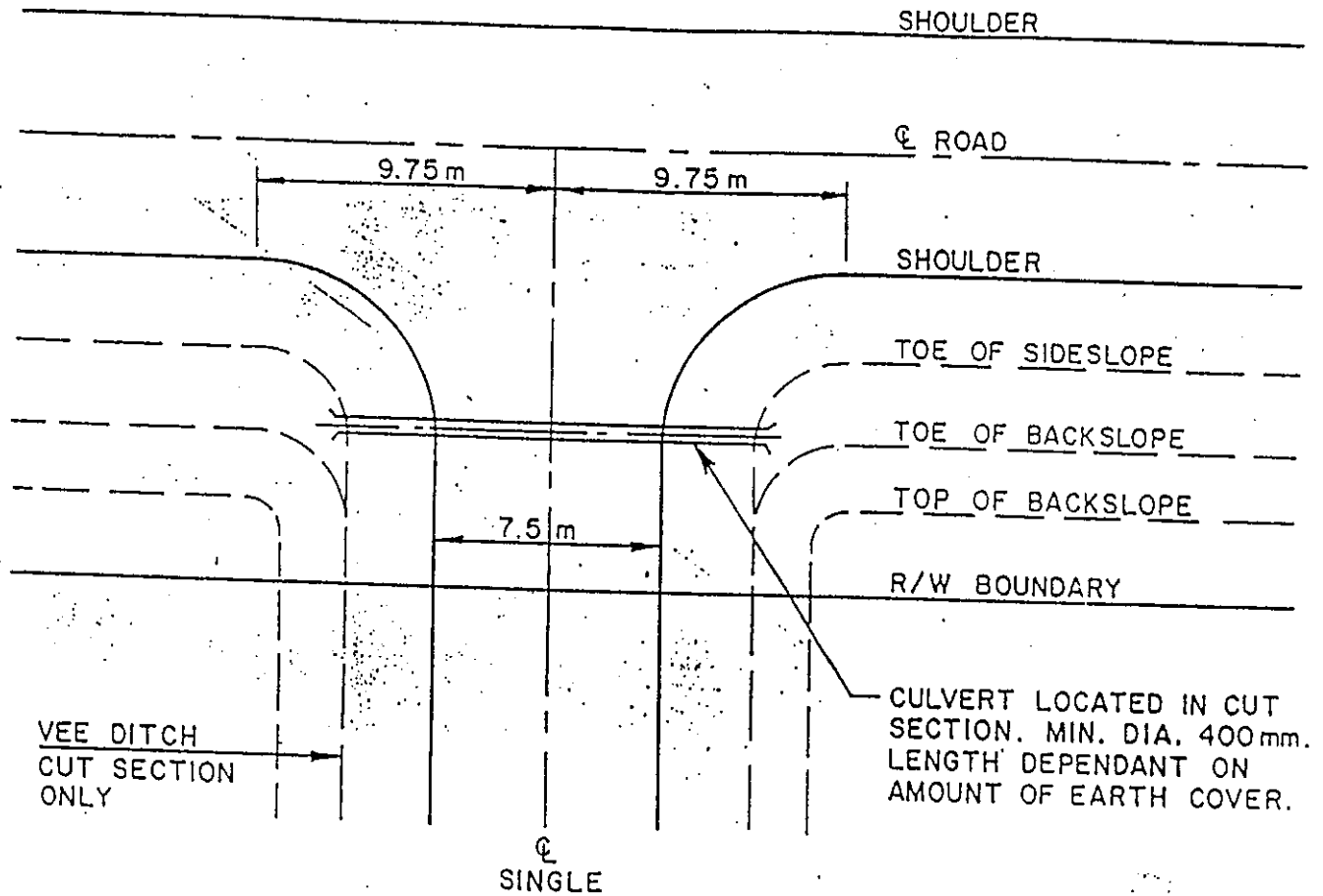


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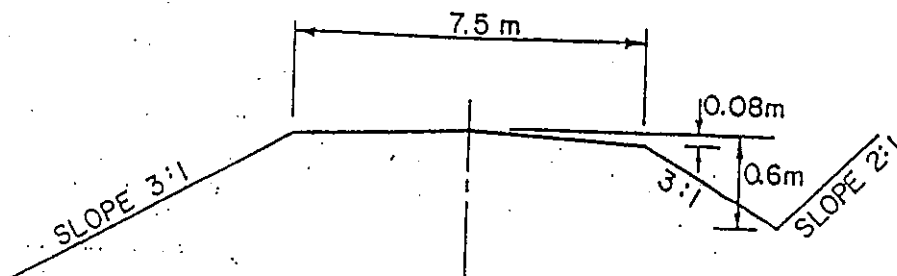
Chief Administrative Officer

# SCHEDULE "A"

## TYPICAL DETAIL - PRIVATE APPROACH



### MINIMUM PRIVATE APPROACH CROSS SECTION



Schedule B

**Municipal District of Big Lakes  
2006  
REQUEST FOR FIELD APPROACH UPGRADE**

APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NO. RES: \_\_\_\_\_ BUS: \_\_\_\_\_

LEGAL DESCRIPTION: \_\_\_\_\_

*I/We*, the undersigned, hereby make application to the Municipal District of Big Lakes Public Works Department for improvements to the approach accessing the property at the location described and indicated on the plan herein.

*I/We*, the undersigned acknowledge and accept the following terms and conditions related to this service:

1. The approach installation or upgrade will be considered by M.D. Public Works Department upon completion of the appropriate application for by the resident/landowner and pre-payment of the calculated fee. Scheduling of the work shall be subject to regular infrastructure maintenance program.
2. Review of the application is subject to the following.
  - a. The budgetary limitations of the private approach program.
  - b. The location being acceptable, such that it does not create a hazard to the traveling public.
  - c. The landowner being able to provide sufficient fill material (i.e. from back slope or nearby borrow site).
  - d. The approach not creating a negative impact on the municipality's existing road drainage systems or other facilities, including but not limited to other utilities that may share the road right-of-way.
  - e. The size of the culvert. (Note: applications requiring culverts larger than 900mm shall be assessed on an individual basis for feasibility).
3. The minimum standards that an approach shall be constructed to are as follows:
  - a. Rural field/farm approaches –12 metres of culvert length
  - b. Hamlet/Acreage approaches – 8 metres of culvert length
  - c. Clay and/or gravel compacted backfill
  - d. Side slope at a minimum of 3 to 1
  - e. Minimum size for a culvert shall be 400mm in diameter.
  - f. No road approaches shall be located less than 50m (164') from a bridge.

