

	Council Policy	
	Classification Public Works	Policy No. PW 2.6
	Policy Title Installation of Approaches and/or Culverts	
	Approved By: Council	Effective Date: October 10, 2012

Purpose

To allow the County of Stettler No. 6 to set the number of approaches required and/or permitted on Road Allowances on a case by case basis, and to set the requirements for the installation of new approaches or the upgrading/widening of existing approaches.

Statement

Approaches are located within the road allowance and are the property of the County of Stettler No. 6 up to the property line of the parcel gaining access from the approach. Therefore, these improvements must not be constructed or upgraded/widened by anyone without prior consent from the County, and when approval has been granted by the County these improvements must be constructed by the Developer to the County's standards, at the Developer's cost. The Developer of the approach is defined as the party requesting approval for the installation of a new approach or the upgrading/widening of an existing approach.

Procedure

1. In this policy any reference to the Director of Engineering & Public Works shall include the Director's designate.
2. This policy applies to all existing and proposed approaches which access private land off of a County Primary Road as defined in Planning and Development Policy 4.4; this policy does not apply to approaches which access individual lots off of an internal subdivision road in a multi-lot subdivision. For approaches to individual lots in a multi-lot subdivision (residential, commercial, industrial etc.), the developer must submit approach design details for County approval, based on traffic volume, vehicle type and storm water management considerations, at the time of engineering design review (refer to Public Works Policy 2.17 - Engineering Design Guidelines and General Construction Specifications).

3. Approach Approval is not required:
 - (a) At the time of road construction by the County of Stettler No. 6, the County will install one approach (including a culvert if necessary) per one-half mile at no cost to the Landowner if desired.

4. Approach Approval is required:
 - (a) At the time of road construction by the County of Stettler No. 6, any application for one or more additional approaches and/or culvert installation in one-half mile over and above the first approach may be approved at the discretion of the Director of Engineering & Public Works. The County may undertake the approach and/or culvert installation, but the Developer/Landowner is responsible for all the costs associated with installing the additional approaches, except when the Director of Engineering & Public Works approves otherwise.

 - (b) When road construction is not being undertaken:
 - a. Agricultural Purposes: Applications for agricultural use approaches are to be made to Public Works. One approach per one-half mile or subdivided agricultural parcel will be allowed if deemed safe at the discretion of the Director of Engineering & Public Works. Application fees do not apply to agricultural approaches and the County may construct or modify the approved approach at no cost to the applicant subject to available budget and program work schedules. Should the applicant require upgrade or construction sooner than can be scheduled by Public Works, then the applicant may construct the approach at their cost and subject to the construction standards and conditions as applicable in the approval provided by Public Works.

 - b. Industrial or Utility/Pipeline Purposes: Applications for industrial or Utility access approaches are to be made to Protective Services. When making an application for an approach for industrial, oil, gas, utility or associated purposes or uses, the Developer must pay the fee stipulated in the County's Fee Bylaw and provide the County with a survey plan/construction plan of the new approach or the upgrading/widening of the existing approach to the satisfaction of the Director of Protective Services. Companies that are using existing approaches will be required to submit a new application and pay the fee stipulated in the County's Fee Bylaw. In situations where industrial approaches are being turned over to the agriculture landowner, a new agriculture approach application will be required.

- c. Approaches required by Subdivision or Development: Applications for approaches through the subdivision and development processes are to be made to Planning and Development and referred to County Engineering and Public Works for review and authorization. The applicant is required to construct the approach at their cost and subject to the construction standards and conditions as applicable in the approval provided by Engineering & Public Works.
5. Any approach application must be inspected and approved by the Director of Engineering & Public Works prior to and during/after construction/installation to determine the suitability of the proposed location and satisfactory construction. The initial inspection (to determine the suitability of the proposed approach location) and the second inspection (to determine satisfactory construction/completion) are covered under the application fee stipulated in the County's Fee Bylaw. Any subsequent inspections that are required as a result of action or inaction on the part of the Developer will be undertaken by the County at a fee of \$50.00 per inspection. Where the Developer has provided a survey plan/construction plan with the application, the County will invoice the Developer for these additional costs. Where the developer has paid to the County a security deposit, the County will deduct these additional costs from the Developer's security deposit and invoice the developer for any costs beyond what are covered by the security deposit. The balance of the security deposit remaining after the approach construction has been completed to the County's satisfaction, will be refunded to the landowner.
6. All approaches must be designed and constructed in accordance with the County's standards (refer to Public Works Policy 2.10 - Road Specifications and Drawing No. 06 which is part of that policy).
7. The County will determine whether or not a culvert is required to be installed as part of the approach construction by the Developer.
8. The culvert and geotextile shall be new materials only.
9. All work is to be done under the supervision of the Director of Engineering & Public Works.
10. Upon approval of an approach application the applicant for an approach that leads to a residential, commercial, recreational or institutional development or such proposed development shall be required to comply with the County's Rural Addressing Bylaw.

Related Documents

Planning and Development Policy 4.4 - Road Dedication and Upgrades and Subdivision
Registration

Public Works Policy 2.10 - Road Specifications

Public Works Policy 2.17 - Engineering Design Guidelines and General Construction Specifications

Policy Authorization

Effective Date	Type of Review	Authorization	Resolution Number
October 10, 2012	Approval	Council	310.10.10.12
November 13, 2018	Amendment	Council	494.11.13.18
May 8, 2019	Amendment	Council	150.05.08.19