

APPROACH AND ACCESS ROAD CONSTRUCTION POLICY

Subject: Construction of Approaches and Access Roads Ref: Public Works Code: 32

Date: October 23, 2012 Motion No.: 500/23/10/12 Replaces: 132/12/04/11

The County of Northern Lights
believes that construction of approaches
and access roads should be done in
accordance to existing standards
and requirements.

In order to ensure proper
installation standards, construction of
approaches and access roads will be
undertaken by the County or
an Approved Contractor.

Signed: _____
Chief Elected Official

Signed: _____
Chief Administrative Officer

Procedure

Approaches to existing Municipal Roads

1. The municipality agrees to supply one approach per quarter section on an existing municipal road allowance at no cost to the landowner. An additional approach per quarter section, at the expense of the municipality, will be provided where a natural severance such as a watercourse, intermittent stream, or ravine prohibits access to a portion of the quarter. Exceptions may be considered during new construction, at the discretion of the Director of Public Works or his designate.
 - 1.1 All new approaches will be constructed with a minimum ten (10) meter to a maximum of fourteen (14) metre finished driving surface.
 - 1.2 Should the landowner require an approach with the finished driving surface exceeding fourteen (14) metres, the additional costs shall be borne by the landowner.
 - 1.3 If the Municipality determines that a culvert is required, the allowable length shall be determined by site-specific requirements. All approach culverts will be new CSP, with a minimum diameter of 500mm. Sloped-end culverts are preferable.
 - 1.4 On request by the landowner, the County may, at the discretion of the Director of Public Works or his designate, replace or remove a substandard approach. A substandard approach is one that has a faulty culvert, or is considered to be too narrow, or otherwise difficult to use. **Where multiple requests are received from one landowner, the work will be prioritized based upon urgency of requests, scheduling of work and budget considerations.** Other factors may be considered.
 - 1.5 All approach requests must be delivered in writing to the County administration office by the end of May for that year and put on the list, and approval granted prior to construction/ installation. Late requests may be constructed at the discretion of the Director of Public Works in extenuating or emergency situations.
 - 1.6 All requests will be reviewed and prioritized by the Public Works Department. Location, timing of installation, proximity of equipment, and budget implications will all be considered in the approval process.
 - 1.7 If, due to schedule of Public Works, time constraints, etc, residents may install their own approaches. A work order/ miscellaneous request form must be completed and the approach inspected by Public Works upon completion. Residents may be provided with a culvert **for this work.**

Subdivision Access

2. The Public Works Department will check with the Development Officer to ensure that approach requests does not pertain to a subdivision requirement. If so, the installation is the responsibility of the applicant.
 - 2.1 The municipality shall not supply approaches for industrial development (oil & gas

industry, forestry industry, and gravel & sand industry). In order to ensure that industrial approaches are constructed in accordance to this policy, the Development Officer shall ensure that as a condition of development, the developer provides (at his cost) an approach to suit the access needs of the development. The Development Officer shall consult with the Public Works Department regarding the appropriate standards.

- 2.2 All approaches within the subdivision development shall be located and approved in the subdivision agreement, prior to construction. Development of approaches may be restricted if traffic flow or other factors impact local road conditions. These factors will be identified in the subdivision application approval. Service roads may be required.

Construction Guidelines

3. The location of the approach will be determined through consultation with the landowner. All reasonable attempts will be made to place it at a convenient and safe location for the benefit of the landowner and local road users.
 - 3.1 The approach will be constructed at 90 degrees to the municipal road, and at a minimum distance of 200 metres from an intersection(s). Side- slopes are to be a minimum of 3:1. Compaction of construction material is preferred.
 - 3.2 If a culvert is to be installed, the culvert should be placed as close to the property line (Right of Way Boundary) where possible. This enhances the ability to “flare” the approach prevent end damage to the culvert, and to obtain additional width at the point of intersection. Modification of the ditch may be required.
 - 3.3 Approaches are to be constructed in a manner that will not restrict or alter drainage patterns unless specifically approved by the municipality and all relevant government Agencies. (Alberta Environment and Alberta Transportation)