

Municipal Road Approach Policy

4A.019

Section: 4.0 Infrastructure Services
- A. Roads

Authority: General Manager of Infrastructure Services

Statement

The Municipal District of Bonnyville (M.D.) will ensure the existence of the first approach to a quarter section when that quarter section is along a developed road allowance. Any additional approaches require an approach development permit and are constructed at the expense of the landowners(s), or in the case of crown land, the lessee(s).

Purpose

To provide direction to Administration in regard to approach construction and planning for access to municipal roads.

Policy

(1) First Approach to a Quarter

In order for the M.D. to construct a first approach to a quarter, an application shall be made on an Approach Development Permit Application (*Attachment B*). The fee shall be waived and the application will be forwarded to Infrastructure Services for installation. Once it is complete the M.D. will send a notice of completion to the applicant.

(2) Maximum Allowable Approaches:

(a) Agricultural Parcel (including residence):

- (i) parcels larger than 80 acres may not have more than two (2) approaches;
- (ii) parcels less than 80 acres may only have one (1) approach; and
- (iii) the municipality may allow additional approaches to a parcel without going to the Municipal Planning Commission (MPC) only if it is severed by a topographical feature(s) that physically divides the property.

(b) Residential Parcel: one (1) approach.

(c) Industrial/Commercial Parcel: one (1) approach.

Applications for approaches beyond the maximum listed above shall be referred to the MPC for decision.

(3) Exception to Standards

Lots within a rural subdivision or Hamlet with less than 25 meters of frontage along the M.D. access road and/or are of a shape that hinders the ability to construct an approach that meets the M.D. Construction Standards for Road Approaches (*Attachment A*) may apply for an exception. The applicant shall supply illustrations of their proposed approach with a description of installation for approval by the M.D. Development Officer with a referral to Infrastructure Services.

(4) Widening

Modifications to an existing approach, including widening, shall require approval in the form of an Approach Development Permit Application (*Attachment B*) from the M.D. The application shall include the requested width to a maximum total width of 10 meters for residential use parcels and 12 meters for agricultural/industrial use parcels.

The M.D. will supply either a coupler and a portion of culvert or a new culvert if the material of the existing culvert can not be matched to accommodate the widening. The owner is responsible to install the culvert extension, complete the compaction of the base material, finish as per M.D. standards, and then contact M.D. Planning and Development to request an inspection of the work. Once the work has been inspected and approved by Infrastructure Services, the M.D. will re-gravel the approach up to the property line.

(5) Short Term Approaches

Whereas an additional approach may be required for the movement of equipment, a short-term approach may be approved. This approach shall be in place no longer than 90 days and shall be reclaimed to its pre-developed state prior to the 90 day expiry. If the approach is not removed and reclaimed by the deadline, the M.D. may hire a contractor to complete the job or get it completed through its own resources at the expense of the applicant. Approval is required in the form of an Approach Development Permit Application (*Attachment B*) from the M.D. A security deposit of \$1,000 may be required.

Procedure

- (1) A completed Approach Development Permit Application (*Attachment B*) is submitted by the applicant with the following appropriate fee:
 - (a) Residential/Agricultural/Widen/Relocating/Short Term Road Approach \$75.00
 - (b) Industrial/Commercial Road Approach \$200.00
- (2) The proposed approach location shall be marked by the applicant. Once marked, the applicant shall contact M.D. Planning and Development, who will then submit a request for location inspection to M.D Infrastructure Services. Infrastructure Services shall inspect the proposed location for suitability and safety and respond back to Planning and Development on the proposed location within 10 business days.
- (3) If the application meets the required criteria it is approved with conditions as per recommendations from M.D. Infrastructure Services.
- (4) All approaches must be constructed to the standards outlined in the M.D Construction Standards for Road Approach (*Attachment A*) or as per the accepted exception to standards specifications approved by Infrastructure Services.
- (5) Upon completion of the approach construction the applicant shall notify M.D. Planning and Development. Planning and Development will then request a final inspection by Infrastructure Services. The inspection shall be completed within 10 business days.

Any deficiencies must be corrected by the applicant prior to the M.D. sending notice of completion to them.

Note: All approaches, once installed are within the jurisdiction of the M.D. and therefore are deemed temporary. The M.D. reserves the right to relocate or adjust approaches to accommodate safe access onto all municipal roads.

Policy Review

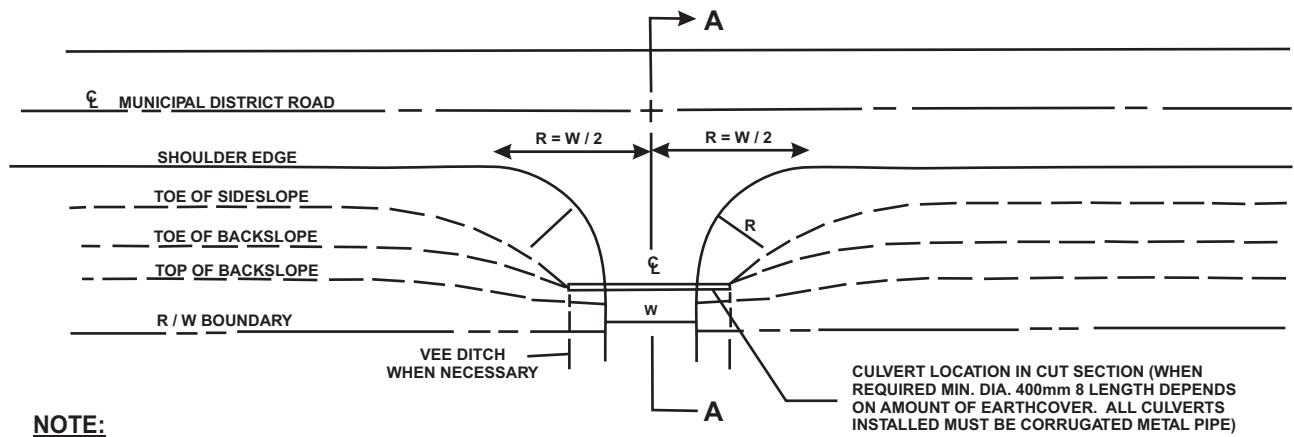
Within five (5) years from date adopted / amended / reviewed.

For administrative use only:

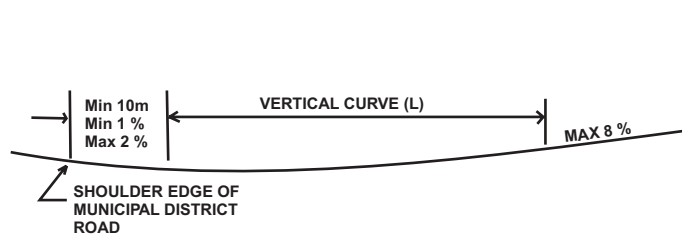
| | |
|--|---|
| Previous Policy Number: (prior to July 24, 2019) | 60.61.03 |
| Related Documentation: (plans, bylaws, policies, procedures, etc.) | Attachment A: M.D. Construction Standards for Road Approach Attachment B: M.D. Approach Development Permit Application |

Municipal District of Bonnyville
Construction Standards for Road Approach

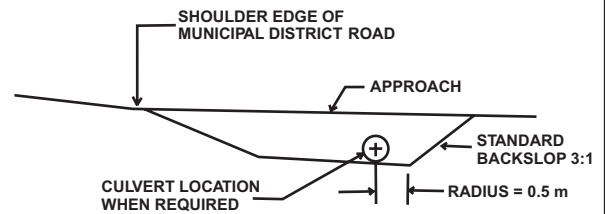
- (1) Minimum of 400mm = 16 inch diameter culvert. All culverts installed must be corrugated metal pipe with whistled ends (beveled). All culverts are to be sized to the drainage requirements of the ditch.
- (2) In the instance that there is no ditch depth, then approval from the Municipal District of Bonnyville (M.D.) will be required for approach installation without a culvert.
- (3) All topsoil must be removed from ditch prior to culvert installation for ease of water flow.
- (4) Approach surface must be crowned with a minimum of 300 mm = 1 foot of compacted clay cover at the shoulders of the approach with finish grade at a minimum of 50 mm = 2 inches of 20 mm = ¾ inch crushed gravel, compacted.
- (5) Road Approach minimum and maximum roadway widths are as follows:
 - (a) For residential use approaches: minimum 8 meters (26.24 feet), maximum 10 meters (32.8 feet);
 - (b) For agriculture/industrial use approaches: minimum 10 meters (32.8 feet), maximum 12 meters (39.37 feet).
- (6) All exposed culvert ends to be packed with hand size rocks to prevent erosion around culvert ends.
- (7) Road approaches should have a minimum distance separation of 30 meters (100 feet) and align with existing approach(s) across from both sides of the municipal road when possible.
- (8) Road approaches should be a minimum of 100 meters (328 feet) from the intersection of any municipal roads and highways.



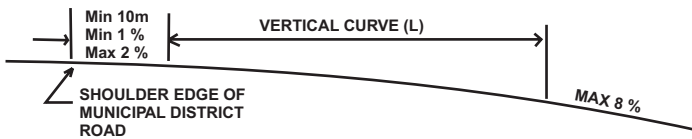
NOTE:
INTERSECTION ANGLE TO BE IN RANGE 80 TO 100



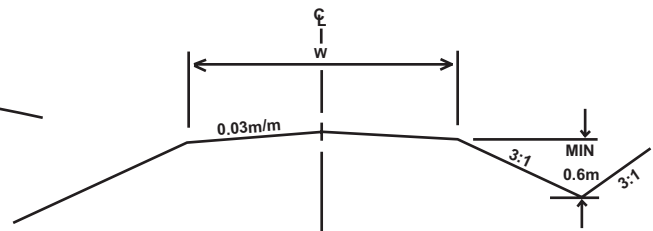
SECTION A-A
PRIVATE APPROACH IN CUT



DETAIL OF
DITCH AND CULVERT LOCATION



SECTION A-A
PRIVATE APPROACH IN FULL



PRIVATE APPROACH
CROSS - SECTION

| ALGEBRAIC DIFF IN GRADIENT (%) | LENGTH L (m) | |
|--------------------------------|--------------|-----|
| | CREST | SAG |
| 1 | 6 | 8 |
| 2 | 12 | 15 |
| 3 | 16 | 23 |
| 4 | 24 | 30 |
| 5 | 30 | 38 |
| 6 | 37 | 46 |
| 7 | / | 46 |
| 8 | / | 46 |
| 9 | / | 46 |

| USE | APPROACH WIDTH, W (m) | | RADIUS OF INTERSECTION EDGE OF SHOULDER (R) |
|-------------|-----------------------|-----|---|
| | Min. | Max | |
| RESIDENTIAL | 8 | 10 | 10-15 |
| AGRICULTURE | 10 | 12 | 15-20 |
| INDUSTRIAL | 10 | 12 | 15-20 |



A MINIMUM 400mm CULVERT REQUIRED

Scale: **N.T.S**

Date: **Sept. 2020**

Drawn By
MD of Bonnyville

DESIGN SPECIFICATIONS FOR ROAD APPROACHES



Municipal District of Bonnyville
Approach Development Permit Application



MUNICIPAL DISTRICT OF BONNYVILLE NO. 87

Bag 1010, Bonnyville AB T9N 2J7
Phone: 780-826-3171 Fax: 780-826-4524

Application No.

APPROACH DEVELOPMENT PERMIT APPLICATION

OFFICE USE ONLY

APPLICANT INFORMATION:

Applicant: _____ Contact Name : _____

Daytime Phone #: _____ **Email Address:** _____

Address: _____ Postal Code: _____

Registered owner: _____ Daytime Phone #: _____

Address: _____ Postal Code: _____

LAND INFORMATION:

Plan: _____ Block _____ Lot _____ Roll No. _____

Part (eg NW, SW, NE, SE): _____ ¼ Section: _____ Township: _____ Range: _____ W4M

Proposed Use:

Residential Agricultural Industrial Widening Relocating Short Term ____ days

Purpose of Approach (include safety and topographical limitation if request is for an additional approach):

Please submit a site drawing including: approach locations, distance from property lines, roads, right of ways, intersections, and any natural or man made hazards.

Estimated start date: _____ Estimated completion date: _____

Estimated Cost: _____ Permit Fee: _____

The construction of this approach shall be undertaken in accordance with the M.D. of Bonnyville's Construction Standards as per *Attachment A*.

Date

Receipt #:

Date:

Signature of Applicant

Site Location Inspection Requested _____ Completed _____

Accepted Rejected Amendments Required: _____

Final Construction Inspection Requested _____ Completed _____

Accepted Rejected Amendments Required: _____

Final construction approved _____

Date

OFFICE USE ONLY

The personal information collected under Section 33c of the FOIP act will be used to contact you in regards to your application for approach construction. If you have any questions about his collection, please contact the Municipality's FOIP coordinator.