



**Policy No.: 3200.10**

<b>Topic:</b>  <p style="text-align: center;"><b>Road Construction</b></p>	<b>Effective Date:</b> <p style="text-align: center;">August 28, 2007</p>
	<b>Approved By:</b> RES 401-08-28-07 RES 236-06-22-10 RES-285-10-28-14
<b>Subject Area:</b>  <p style="text-align: center;">Infrastructure Services</p>	<b>Date of Next Review:</b> July 2019
	<b>Date(s) Revised:</b> October 28 <sup>th</sup> , 2014

**Policy Statement:**

Yellowhead County, being the road authority, has the direction, control and management of all municipal roads within the County and recognizes the requirement for establishing standards and guidelines to which construction of new roadways or existing road upgrades shall adhere to improve safety and maintenance requirements.

**Purpose:**

To provide standards and guidelines for the construction of new roadways or improvements to existing roads by the private sector.

**Council Principle:**

1. Construction of roadways within undeveloped road allowances for the purpose of only accessing private land for agricultural activities shall be permitted, providing the proponent enters into a construction agreement to construct a lesser standard road, and all the cost of construction will be at the proponent's expense.
  
2. A development permit may be issued by the County for a residential dwelling providing there is an existing County maintained road, regardless if the current road does NOT meet the 6.0 meter minimum standard road top.



3. In the instance where a subdivision is requested, all roads providing access to the development that do not meet a 6.0 meter minimum standard road top, shall be upgraded to meet the minimum standards as articulated in the County's "Design Guidelines and Construction Specifications" manual as a condition of development. Cost for upgrading existing roadways shall be fully borne by the Developer.

4. In those instances where a development permit is requested for a mobile home park or a bareland condominium, all roads providing access to the development that do not meet the current County standard, shall be upgraded to meet the minimum standards in the County's "Design Guidelines and Construction Specification" manual as a condition of development. Cost for upgrading existing roadways shall be fully borne by the Developer.

5. Construction of roadways within undeveloped road allowances within a eight (8) km proximity of titled land for the purpose of providing access to an oil and/or gas site or to a logging operation (activities, including the clearing of land) will not be permitted until the proponent enters into a construction agreement to construct the roadway to the standards set out in the County's "Design Guidelines and Construction Specifications" manual. The proponent will also enter into a Maintenance Agreement for the duration of the operation of the site. Should the site be abandoned, the County has the right to require the proponent to reclaim the roadway to original conditions.

6. All roads constructed on private lands to provide access to subdivided parcels or bareland condominiums are to be constructed to the standards set out in the County's "Design Guidelines and Construction Specifications" manual and shall be surfaced to the following minimum surfacing requirements:

- a) For internal subdivision roads that services 5 lots or less; roads shall be finished to the minimum standard requirement for gravel roads as outlined within the County's "Design Guidelines and Construction Specifications manual.



- b) For internal subdivision roads that service 5 to 10 lots; the internal subdivision road shall be finished with a dust control abatement material and shall be warranted for one year. Any requirements for additional dust control measures after the one year period shall be in accordance to the County's Dust Control Policy.
  - c) For internal subdivision roads that service greater than 10 lots that access onto a paved surfaced road; the internal subdivision road shall be paved to the minimum standard requirement for a paved asphalt road as outlined within the County's "Design Guidelines and Construction Specifications" manual.
  - d) For internal subdivision roads that service greater than 10 lots, that access onto a graveled surfaced road; the internal subdivision road shall be finished with a dust control abatement material and shall be warrantee for one year. Any requirements for additional dust control measures after the one year period shall be in accordance to the Dust Control Policy.
  - e) All Hamlet roads shall be finished to the minimum standard requirement for asphalt roads as outlined within the County's "Design Guidelines and Construction Specifications" manual.
7. Should there be dissolution of a Bareland Condominium Association, the subject lands will be required to be brought into compliance through the subdivision process, and all municipal infrastructure shall be upgraded to County standards at the landowner's expense.
8. Subdivisions that require roads to be constructed and/or surfaced will not be approved by the County prior to issuance of a Construction Completion Certificate by the Director of Infrastructure Services. Issuance of Construction Completion Certificate for road construction will not be issued after October 15 of the current year or prior to May 15 of the following year.
9. Notwithstanding clause No. 8, the issuance of a Construction Completion Certificate shall not be issued unless the works are substantially completed with minor deficiencies to be addressed prior to issuance of the Final Acceptance Certificate.



10. Where construction of a roadway shall occur within a public road right of way, should the proponent not enter into a construction agreement, Yellowhead County will issue a stop work order.
11. In those instances where infilling within existing subdivisions is allowed, the applicant will not be required to upgrade an existing municipal infrastructure unless new construction is required. Where new construction is required, then minimum standards outlined within the "Design Guidelines and Construction Standards" manual shall apply for only the new construction.
12. Any damage to County roads or other facilities shall be the responsibility of the applicant to restore to original condition or arrange payment of the cost of restoration to the County if the work is performed by the County.

**Securities:**

1. Prior to endorsing the registered plan of subdivision with Alberta Land Titles Registry or issuance approval, a security deposit in the amount of 150% of all outstanding deficiencies as identified within the approved Construction Completion Certificate must be collected. Security will not be returned until all deficiencies as identified within the approved Construction Completion Certificate have been addressed and approved by the Director of Infrastructure Services.
2. Prior to endorsing the registered plan of subdivision with Alberta Land Titles Registry or issuance approval, a security deposit in the amount of 10% of the total cost of construction shall be obtained and be refunded to the applicant, without interest, upon completion of the maintenance period and issuance of the Final Acceptance Certificate by the Director of Infrastructure Services.

**Security Document Requirements**

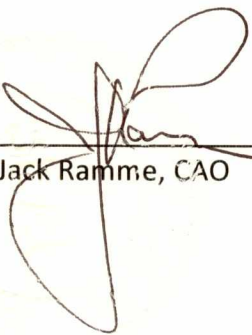
1. Acceptable securities are:
  - a) Letter of Credit with no conditions, from a local branch of a standard bank, Alberta Treasury Branch or Credit Union
  - b) Cash;
  - c) Certified Cheque;
  - d) Bank Draft.



2. All securities (Letter of Credits) requiring renewal should be received by the Municipality seventy two hours in advance of expiration. The Municipality reserves the right to call on any Letter of Credit not renewed seventy two hours in advance of expiration.
3. All renewals shall be for a minimum of 12 months.
4. Securities shall be based on a certified engineers estimate prepared by the applicant's engineering representative. The estimate must include a minimum 10% for engineering costs and GST for all work.

**Management Guidelines:**

Special conditions may become part of the County Private Road Construction Agreement on a site-specific basis as required by the Director of Infrastructure.



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Jack Ramme, CAO

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October 28<sup>th</sup>, 2014

Date