



Policy No.: 3200.10

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| Topic: <p style="text-align: center;">Road Construction</p> | Effective Date: |
| | Approved By: Res 401-08-28-07 |
| Subject Area: <p style="text-align: center;">Infrastructure Services</p> | Date of Next Review: |
| | Date(s) Revised: |

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 guidelines to which construction of new roadways or existing roads shall adhere.

Purpose:

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

Council Principal:

Council recognizes the need to improve County roadways so as to address safety concerns to the traveling public.

Guidelines and Objectives:

Yellowhead County wishes to make provision to ensure municipal roadways are constructed to a standard considered safe and practical for that use. This policy sets the criteria for construction and upgrading of County roads.



Council Principal:

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. In those instance where a development permit and/or 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 the meet the minimum standards in the County's Design Guidelines and Construction Specification as a condition of development. Cost for upgrading existing roadways shall be fully borne by the Developer.
3. Notwithstanding clause No. 3, in those instances where all roads providing access to a proposed development or subdivision meet an minimum 6.0 meter width, but does not meet the minimum standards as identified within the County's Design Standards and Construction Specifications, the Developer will be required to pay into an off-site levy as determinate by the County's Road Construction Levy Bylaw.
4. Construction of roadways within undeveloped road allowances within a 5 mile 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 Standards. The proponent will also enter into a Maintenance Agreement for the duration of the operation of the site. Should the site be abandoned, the proponent will be required to reclaim the roadway to original conditions.
5. All roads constructed on private lands to provide access to subdivided parcels, are to be constructed to the standards set out in the County's Design Guidelines and Construction Specifications 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.
6. Notwithstanding clause No. 5, in those instances where it is proposed that roads being constructed by private sector developers are to remain privately owned as per a Bareland Condominium Subdivision, these roads are not required to meet the County's Design Guidelines and Construction Specifications.
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 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 and 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 order to minimize initial possibilities for surface damages due to settling of the road grade, asphalt surfacing shall not be constructed until one year following construction of the subdivision road grade.
12. 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 shall apply for only the new construction.
13. 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 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.
3. Private road construction that requires asphalt or dust abatement for stabilized base course surfacing shall be constructed during the following year after construction in order to minimize initial possibilities for surface damages due to settling of the road grade. To ensure this requirement, the Yellowhead County will take security prior to the endorsement of the subdivision in the amount of 150% of the estimated construction value of the surfacing work.



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.

Mayor

Date