



Section Development Control	Policy No. 5-13A	Page 1 of 4
Policy Title Development of Undeveloped Road Allowance	Date: December 4, 2012	Resolution No. 561/12

Purpose:

To establish a policy with respect to residential development on undeveloped road allowances.

Policy Statement:

Provide Administration with guidelines relating to the upgrading of undeveloped road allowances for those undeveloped road allowances associated with new single lot or single family residential development.

Policy Guidelines/Procedures:

1. Undeveloped Site:
 - 1.1. The applicant/developer of a proposed subdivision or development permit is responsible for all costs associated with approved upgrades to undeveloped County road allowance.
 - 1.2. The County will assume the responsibility of dealing with a contractor or assume the role of the contractor for the road construction.
 - 1.3. With approval from Council, and upon the recommendation from the Director of Operations, the County will pay fifty percent (50%) to a maximum of \$25,000.00 of the costs of building the road (including gravel and seeding costs) to County standards as per Development Control Policy 5-13 Schedule "B" – Minor Local Road Standard.
 - 1.4. If anticipated future traffic is such that a wider road surface is required, then the road standard will be that of one of the three (3) of the County's major local road standards. This will be determined by the Operations Director in consultation with the CAO and the Development Officer.
 - 1.5. Notwithstanding the requirements of Development Control Policy 5-13 Schedule "B", Section 4; in certain circumstances, e.g. due to site or topographical issues, Council may authorize a lower road standard (Development Control Policy 5-13 Schedule "A" - reduced local road). As per Kneehill County Highways and Transportation Bylaw 1520, the CAO will set an appropriate speed limit on that section of road.
 - 1.6. One hundred percent (100%) of the ratepayer's portion must be received by the County prior to any work proceeding.
 - 1.7. Applicants/developers must complete and submit Form 5-13A (Schedule "A") along with other materials requested by the Planning and Operations departments or Kneehill Council (e.g. complete engineering, geotechnical reports and survey plans)

Section Development Control	Policy No. 5-13A	Page 2 of 4
Policy Title Development of Undeveloped Road Allowance	Date: December 4, 2012	Resolution No. 561/12

- 1.8. A completed Form 5-13A will be processed by the County's Planning department and following a review and recommendation by the Director of Operations, Operations will take the Directors recommendation to Council for consideration.
- 1.9. At the discretion of Council, and in consultation with the Operations Director and CAO, the County may require that an applicant/developer of a proposed subdivision or development permit requiring an upgrade of an undeveloped road allowance to engage the services of a professional engineer to undertake engineering on certain road projects in advance of an application for cost sharing.
- 1.10. If, in the opinion of the Director of Operations, the County requires a road engineering report in advance of an application for cost sharing, the report must contain full costs estimates for construction. The report may include, but is not limited to, the following items:
- a) Engineering/Geophysical/Geotechnical Reports
 - b) Survey Reports
 - c) Design Plans and Road Profiles
 - d) The identification of Gas Line Crossings-High & Low Pressure.
 - e) Bridge Files. Identify and assess the need for culverts and bridges etc. to maintain the proper drainage under the road. (Standard Bridge Survey)
 - f) Pole moves. The relocation of power poles etc. (Including all fees and approvals) will be the responsibility of the applicant/developer. (The cost of the remediation of mounds etc. will be the responsibility of the County)
 - g) Construction and/or replacement of approaches to the subject lands as well as affected neighbouring properties.
 - h) Identify and quantify the location of borrow pits to be used in the course of the construction phase.
 - i) Identify and calculate the materials borrowed/removed.
 - j) Identify the location of fences on affected neighbouring properties to be removed in the course of the construction phase. (Cost of replacing said fences must be factored in to the costs)
 - k) Identify the need for Land Agreements where neighbouring lands are affected by the build.
 - l) Identify the need for crossing agreements. (The County will be responsible for contacting all parties with regards to crossings and crossing agreements.)
 - m) Identify the depth and location of all crossings as well as owners of said crossings.
- 1.11 In addition to any cost sharing agreement approved by Council, Kneehill County Council may approve partial reimbursement for the cost of an acceptable engineering report submitted with the road development application subject to the following:

Section Development Control	Policy No. 5-13A	Page 3 of 4
Policy Title Development of Undeveloped Road Allowance	Date: December 4, 2012	Resolution No. 561/12

- a) The County will reimburse the payee up to fifty percent (50%) or a maximum of \$3,000 per kilometer (whichever is the lesser) for the before GST cost of the accepted engineering report.
 - b) The County will not accept an application for cost sharing of an engineering report unless the report contains the following statement, or a similar statement approved by the County:
 - i. "... this report will become the property of the County, may be relied on by the County, and the County will have full license and authority to utilize the report for the purposes of constructing the road."
- 1.12 Ownership of any engineering reports and supported documents cost-shared by the County shall become the property of the County.
- 1.13 Should Kneehill County Council determine that the proposed road development should be extended further to connect with the County's existing road system, the cost of the extended portion of road will be assumed by the County.
- 1.14 Should there be more than one land(1.11)(b)(i)owner/applicant/developer for the improvement of a road allowance (e.g. to service two or more sites on separate quarter sections), at its discretion, Council it may choose to accept the applications as separate for the purposes of cost sharing but concurrent with regards to engineering reports and road construction.
- 1.15 At the discretion of the Director of Operations, a developer/applicant may suggest additional contractors to bid on the tender for the work.
- 1.16 Replacement approaches for neighbouring property owners directly affected by the road improvements will be the responsibility of the County.
- 1.17 An estimate of construction and related costs will be presented to Council. If Council agrees to fund an amount for the road construction, the remaining financial burden will be presented to the ratepayer.
- 1.18 An individual or individuals shall have no claim for refund of the cost share if at any future date the use of the road develops to the extent that it may be considered to be in the interests of the general public.

POLICY

Section Development Control	Policy No. 5-13A	Page 4 of 4
Policy Title Development of Undeveloped Road Allowance	Date: December 4, 2012	Resolution No. 561/12

Related Documents: Schedule "A" Application Form
Schedule "B" Engineering Cost Share Application Form
Schedule "C" List of preferred engineering companies


See: Development Control Policy #5-13

Schedule A – Reduced Local Road (Gravel)
Schedule B – Minor Local Road (Gravel)
Schedule C – Major Local Road (Gravel)
Schedule D – Major Local Road (Gravel – Resource Road)
Schedule E – Major Local Road (Surfaced)
Cost Share Road Construction Development Agreement
Caveat
Affidavit in Support of Caveat
Affidavit of Execution

See: Transportation Policy 13-25 Seeding Roadsides



Bob Long
Reeve



Al Hoggan
CAO

Approved: July 27, 2010 367/10
Amended: January 24, 2012 35/12
Amended: November 6, 2012 515/12
Amended: December 4, 2012 561/12
Review Date: December 2015