

	Effective Date:	Revised Date: April 12, 2022
	Public Works Dept.	Res. No.: 2022-0087
	Policy No. 400-06 Approach Development	

1. Purpose

The purpose of this policy is to establish guidelines with respect to approach development where required for access to land within the RM of Spiritwood No. 496.

2. Definitions

“approach” means an improved surface that serves as a private crossing of a municipal right-of-way (i.e. – ditch);

“culvert” means a sub-surface pipe of Canada 3 G401-M81 approved corrugated steel, or any other such material approved by the Director of Public Works or designate, which acts as a conduit of water;

“ditch” means the channel located within the road right-of-way, including the side slopes up to the edge of the shoulder on the one side and up to the property line of the adjacent property on the other side;

“foreman” means the person designated by the RM to supervise & direct the Public Works Department;

“intersection” means the area within the projections or connection of the lateral boundary lines of two or more right-of ways that meet one another at an angle whether or not one right-of way crosses the other;

“owner” means the registered owner or an authorized representative of the owner of the land to which the approach would or does grant access;

“non-conforming approach” means an approach constructed on or after the date on which this policy comes into force that does not comply with the conditions contained within this bylaw;

“RM” means Rural Municipality of Spiritwood No. 496;

“roadway” means the portion of a public right-of-way designed for vehicular travel;

“right-of-way” means the area below, or above the roadway in which the municipality has an interest.

“shoulder” means that part of a right-of-way immediately adjacent to the roadway and having a surface of asphalt, concrete or gravel, for the use of vehicles;

3. Approach Approval

1. No person shall develop (construct, relocate, or alter) a private approach without first obtaining the written notice of approval from the RM Foreman.
2. Applications for approach development shall be submitted in the prescribed form. Flags &/or stakes must be used to mark the proposed location of the approach and indicated by diagram on the application form.
3. An application for approach development must be made by the owner or an authorized representative of the owner.
4. All approaches shall be developed in conformance with all existing government regulations, RM regulations and comply with the conditions and minimum required culvert size specified in the written notice of approval.
5. The applicant shall not commence approach development prior to receiving written notice of approval or continue development after 6 months from the date of the written notice of approval or any period shorter or longer as specified within the written notice of approval. It is the responsibility of the applicant to allow sufficient time for their application to be processed prior to the intended commencement date of approach development and to complete the approach development within the allotted time.
6. If the approach development is not completed to the satisfaction of the RM Foreman, the RM shall complete the approach development and all costs incurred shall be charged back to the property owner.

4. Approach Development Standard

1. The approach shall be developed with clean earth, free from objectionable material such as organic matter, frozen soil, topsoil, stumps, trees and rock.
2. Material from the RM right-of-way shall not be used for development of the approach.
3. The approach must be developed at a right angle to the roadway.
4. No approach shall be developed in such a manner as to restrict sight lines or in any way adversely affect traffic safety. A minimum of 85 meters from the point of intersection on municipal roads is required.
5. The approach must have a minimum 7 metre top. Ditch slope & back slope will be dependent on the design & classification of the road that the approach connects.
6. All culverts shall be approved steel corrugated steel pipe and shall meet or exceed the minimum culvert size specified in the notice of approval.
7. The depth of the clay cap shall be a minimum of 0.3 m.
8. Gravel shall be incorporated in the top 100 mm of subgrade prior to traffic gravel being applied. The gravel specification for incorporation is Type 103 or 104.

9. Traffic gravel shall be composed of composed of 7/8" sound, hard and durable particles of sand, gravel and rock free from injurious quantities of elongated, soft or flaky particles, shale, loam, clay balls and other organic deleterious material.
10. Traffic gravel shall be placed to the edge of the right-of-way on all approaches.

4. General Regulations

1. All costs of approach development are the responsibility of the applicant.
2. The approach shall be developed with no resulting damage to the road shoulder, road surface, side slopes and/or ditches.
3. Only (1) one approach per ½ mile unless a water body or other topographical situation limits access or unless otherwise authorized by the RM Foreman.
4. The applicant shall be responsible to locate all existing utilities within the right-of-way and ensure that approach development does not result in any damage or interference.

5. Non-Conforming Approach

1. Upon identification of a non-conforming approach written notice shall be provided to the owner specifying the remedial work that must be carried out.
2. If the owner has not completed the remedial work to the satisfaction of the RM within 30 days of delivery of the written notice or if, in the opinion of the Foreman there is a transportation or safety concern, within the shorter period specified in the written notice, the Foreman may order the remedial work to be completed at the owner's expense, and all costs incurred by the RM in completing the remedial work shall be the responsibility of the owner.

6. Approach Maintenance

1. Maintenance and repair of approaches is the sole responsibility of the owner of the property to which the approach grants access.
2. Where the RM undertakes any road construction work that affects a conforming approach, the RM shall undertake any re-development of the approach made necessary by the road construction at no cost to the land owner.

