



# REQUEST FOR DECISION

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SUBJECT:	<b>Policy 4002 Access Roads and Cul-de-sacs</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 22, 2025	CAO:	MANAGER: LT
DEPARTMENT:	INFRASTRUCTURE & ENGINEERING	DIR: RA	PRESENTER: LT
STRATEGIC PLAN:	Governance	LEG: SS	

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Policy 4001 Security Deposits for Residential Road Construction to Proposed Residential Developments, Policy 4002 Access Roads

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## RECOMMENDED ACTION:

**MOTION: That Council approve Policy 4002 Access Roads and Cul-De-Sacs, as presented.**

**MOTION: That Council repeal Policy 4001 Security Deposits for Residential Road Construction to Proposed Residential Developments.**

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## BACKGROUND/PROPOSAL:

On December 10, 2024, Administration brought forward two separate requests for the construction of a cul-de-sac/turnaround, for Council's consideration. After discussing these requests, the following motion was made:

*Motion 24.12.626 Moved: Councillor Ryan Ratzlaff*

*That Council direct Administration to develop a new/revised policy that will assist in addressing all construction requests for existing roadways, and bring the same to the Policy Review Committee for review and discussion.*

**CARRIED**

Upon review of applicable existing policies, Administration has combined Policy 4001 Security Deposits for Residential Road Construction to Proposed Residential Developments and Policy 4002 Access Roads, to simplify and clarify the application process and the requirements for *any* road construction request within Greenview.

Administration presented the combined draft policy to Policy Review Committee (PRC) for review on June 11, 2025. During this meeting, PRC directed changes that included:

- 2.1. Remove "cultivated" and change to any "titled" lands for the use of farming or residential purposes.
- 3.6. Add in timeline/timeframe for application approval (October 1<sup>st</sup> - year of application)  
\*NOTE, upon further consideration of budget timelines, this has been revised to December 31<sup>st</sup>.
- 5.1. Replacement of the word "swamps," "hills" and "water bodies" with physical land constraints.

- Combine section 5.3. with 5.4. with "Administration will, notify the applicant of the decision of Council with either next steps in the case of an approval or if denied the explanation of refusal."

All changes are reflected in the attached draft Policy 4002. Upon reviewing the draft policy with these latest edits, Administration noted further minor revisions:

- While content has not changed, it was noted that certain clauses under the Policy heading should fall under the Procedure heading, and vice versa (this specific change is not reflected in red, as such markup would make it more difficult to follow);
- 2.1 added basic reference for cul-de-sacs;
- 3.2 added clarification that administrative fee is due "at the time of application";
- 3.2.A) has been removed, as 3.2 itself addresses "*applicable* non-refundable fee";
- 5.1.J) slight rewording; and
- Added "Bylaw" behind each Schedules of Fees reference to maintain consistency with other policies.

Administration would note that an amendment to the Schedules of Fees Bylaw is being brought forward to include the fees set out in current Policy 4001, to ensure these fees will be reviewed annually with the Bylaw, and without need to update the policy should the fees change.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is the policy will be updated and provide a clear and impartial process for all applicants.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage to the recommended motion is that applicants may not agree with the construction fee that is borne to them as a landowner.

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to deny the motion; however, Administration does not recommend this action because it would defeat the combination of the policies to be transparent and fair.

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**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

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**FOLLOW UP ACTIONS:**

Once decision has been made, the policy will be finalized and added to Greenview's policy registry.

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**ATTACHMENT(S):**

- Current Policy 4001
- Current Policy 4002
- Combined Policy 4002 Access Roads and Cul-de-sacs (DRAFT)