

Title: Access Roads and Cul-De-Sacs

Policy No: 4002

Effective Date: XXX, 2025

Motion Number: 25.XXX

Supersedes Policy No: 4001 and 4002

Review Date: July 2028



Legal References:

Not applicable

Cross References:

Development Guidelines & Municipal Servicing Standards
"Schedules of Fees" Bylaw

Purpose: The purpose of the Policy is to provide physical access to land(s) within Greenview that have no accessibility and/or to extend existing roads to provide a cul-de-sac for the use of a turnaround.

1 DEFINITIONS

- 1.1. **Access Roads** means a road within the municipal right-of-way that will be registered as a road plan, which will provide access to titled property ~~to gain access~~.
- 1.2. **Cul-de-sac** means a small portion of road on a municipality's registered roadway where it is dead-end, for the purpose of a turnaround to allow vehicles to exit the dead-end roadway.
- 1.3. **Landowner** means the registered owner of a parcel of land as indicated on the Certificate of Title issued by the Alberta Land Titles Office.
- 1.4. **Greenview** means the Municipal District of Greenview No. 16.

2 POLICY

- 2.1. Greenview may construct access roads to provide access to any ~~cultivated-titled~~ lands for the use of farming or residential purposes, which are not accessible through a developed/undeveloped Road Allowance(s) and/or any applicant-owned adjoining lands.

Greenview may construct a cul-de-sac on an existing roadway to provide adequate turnaround space to exit a dead-end roadway.

- 2.2. No access roads will be constructed where there is currently adequate access to the parcel whether through an existing roadway, a developed/undeveloped road allowance, or through the applicant's immediately adjacent parcel.

- 2.3. No cul-de-sac will be constructed where there is currently adequate space to turn around within the existing right-of-way.
- 2.4. If land is required from the applicant for the road access and cul-de-sac, the applicant shall provide it free of charge.
- 2.5. If the applicant does not own the land, construction will be dependent on the landowners on either side of the existing roadway.
- 2.6. Road access requests will not be considered to grazing leases.

3 PROCEDURE

- 3.1. Landowners that wish to have an access road, a cul-de-sac, or an Access Road *with* cul-de-sac, built must submit an application to Greenview. The annual application deadline is August 1st. Applications received will be brought to Council to determine whether the application will be accepted or deferred. Applications received after August 1st will be presented to Council for the following budget review and approval.
- 3.2. The applicant will provide the applicable non-refundable administrative fee as per the current Schedules of Fees Bylaw, at the time of application, in the form of cash or certified cheque to cover administrative costs such as the preliminary planning and design for an access road and/or cul-de-sac.

~~A) —If the applicant is applying only for a cul-se-sac on an existing roadway, a non-refundable application fee as per the current Schedule of fees.~~
- 3.3. Once Administration reviews the applications against this policy, a list of proposed projects will be brought to Council for approval and to allocate funds accordingly for the following construction season.
- 3.4. If the applicant proceeds with the construction, the applicant will provide the non-refundable construction fee as per the current Schedules of Fees Bylaw.
- 3.5. Construction scheduling will only occur once approval is granted and all applicable fees, as per the current Schedules of Fees Bylaw, are paid in full by December 31st of each year.

4 COUNCIL RESPONSIBILITIES

- 4.1 Council will annually consider allocating funds for access roads and cul-de-sacs based on the applications that are provided to Administration.
- 4.2 Council, at all times, maintains the authority to determine which roads and cul-de-sacs, if any, are to be constructed and in which order.

5 ADMINISTRATION RESPONSIBILITIES

- 5.1 Administration will review the submitted application(s), investigate the following items and prepare a high-level estimate, and bring forward a recommendation to Council to make the most informed decision by using the following particulars:
 - A) Cost of project;
 - B) Whether it will serve more than the landowner;
 - C) Benefits to the current resident;

- D) Type of structure(s) that are required;
- E) Whether a bridge structure is required;
- F) Drainage concerns;
- G) Whether the road is of network importance or benefit to Greenview;
- H) Whether there are ratepayer concerns and prepare complete consensus;
- I) Whether there are utility relocation requirements which may or may not include pipelines, bridges, electrical; and
- J) Whether land purchase and/or dedication is required ~~acquired or necessary~~.

5.2 In determining the most economical route for a potential access road and/or cul-de-sac, Greenview staff will consider several factors including, but not limited to, physical land constraints ~~barriers such as hills, swamps and water bodies~~, soil conditions, if land is able to be acquired and any other constraints such as pipelines, power lines, building and other structures.

5.3 Administration will notify the applicant of Council's decision with either next steps in the case an approval or the explanation of refusal if the application is denied.

~~5.3 Administration will notify the applicant should the application be denied.~~

~~5.4 Administration will notify the applicant should the application be approved and identify next steps for construction.~~

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