



Policies and Procedures

Policy Number: **ADC-RAS-1**

Approved: September 1, 2011

Rural Approach Standards Policy

Policy Statement

This policy provides a consistent standard that ensures the safety of the public and that effective maintenance and management practices are adhered to at all times. Rural approach(s) must be situated and constructed to this minimum standard for public safety.

Enforcement

All rural approaches must conform to the regulations specified by the Municipal District of Foothills No. 31. Failure to comply with the regulation may result in penalties or fines.

Management of this policy is the responsibility of the MD of Foothills.



Policies and Procedures

Policy Number: **ADC-RAS-1**

Approved: September 1, 2011

Rural Approach Standards Policy

Procedure

PURPOSE

The M.D. of Foothills No. 31 is the only agency responsible in the overall proper management of the municipality's road infrastructure network. This responsibility must be carried out to ensure the safety of the public is achieved and that effective maintenance and management practices are strictly adhered at all times.

1.0 Authority:

The Municipality retains the authority to approve or deny any or all rural approach applications.

(1.1) Any rural approach, located on a municipal right of way, shall not be altered, relocated, or constructed without the approval of the Municipality. Applications to make any changes require the MD of Foothills approval.

(1.2) The installation or upgrade of a rural approach shall be constructed in such a manner which does not interfere with the safety of the motoring public or regular maintenance of the road right of way.

(1.3) All expenses associated with developing a rural approach are the responsibility of the applicant.

(1.4) A rural approach which has not been applied for, approved of, or does not meet the Rural Approach Policy may be removed by the Municipality and all costs associated with the removal will be charged to the landowner abutting that rural approach.

(1.5) The Municipality retains the authority to allow for discretionary variances and the relaxation of standards for both existing and newly constructed rural approach.

(1.6) All approaches onto a Provincial Highway must be approved by Alberta Transportation.



Policies and Procedures

2.0 Indemnification:

The applicant shall indemnify and hold harmless the Municipality and its servants, agents, employees and representatives from and against all claims, demands, payments, suits, actions, recoveries and judgements of every nature and description brought against the Municipality, or the Contractors or their agents, employees or Sub-Contractors in the repairing, maintenance or usage of the Municipal Road and right-of-ways and this indemnification shall survive the expiry of the application agreement.

3.0 Additional Approach Requests:

An applicant may request for an additional rural approach but must have a valid operational need for a rural approach to be approved. Any applications for new approaches under 21 acres unless for geographical reasons or grandfathered will only be allowed 1 approach.

(3.1) Parcels of land, equal to or less than ten (10) acres, are limited to one (1) rural approach. Where a parcel may be severed by a topographical nature (which is considered impracticable to traverse), a second approach may be considered.

4.0 Approval Upgrading Requirements:

Applicant(s) for a land redesignation (sub division / boundary adjustment) are required to upgrade all rural approach(s) onto the redesignated parcel to legal approach dimensions. Note: The applicant may be required to remove existing rural approach(s) if they are deemed not necessary for operational purposes.

(4.1) Rural approach(s) shall be from a developed road allowance only. An undeveloped road allowance must be constructed to Municipal Road Construction Standards prior to rural approach approval.

5.0 Utility Locate Requirements:

The applicant(s) must contact all utility companies to confirm the location of their utility facilities and ensure the applicant or the applicant's agents of the various utility locations. The applicant is responsible for all the expenses of investigations, modifications, or repairs to the utility installations.

6.0 Pipeline Crossings:

Rural approach situated over or adjacent to a pipeline must obtain approval from both the pipeline owner and the Municipality. The applicant may be required to enter into a construction contract for the rural approach with the pipeline owner.

7.0 Temporary Approach:

A temporary rural approach application must attach the application form and a letter outlining the reason for the temporary approach and the length of time required to construct. Confirmation of approval for any and all municipal, provincial



Policies and Procedures

or federal permits or requirements pursuant to the development proposed for the parcel must be submitted as part of the application.

8.0 Approach Construction Specifications:

A rural approach shall be built with the same material as of new or existing road (clay or granular type materials) with the surface structure consistent with the municipal road under the discretion of the Municipality. The surface of the approach shall be to the minimum Municipality standards (DES 4 CL 20) of 20 mm (3/4 inch) crushed gravel at a minimum depth of 100 mm (4 inches).

9.0 Paved Approaches:

A rural approach which abuts a paved road must be paved from the road to the property line.

(9.1) A paved rural approach shall be Asphalt Concrete Pavement at a minimum depth of 90 millimetres and shall meet the specifications for Commercial “B” mix asphalt as per City of Calgary specifications. The pavement shall cover the entire approach from the shoulder of the road to the property line, or for a minimum distance of eight meters (26 ft).

*Field Access are exempt from this policy. Gravel surfacing is acceptable.

10.0 Traffic Control:

Traffic control when installing or upgrading a rural approach is the sole responsibility of the applicant and shall be as per Alberta Transportation Standards.

(10.1) All subdivision / boundary adjustment approvals are subject to having a proper legal access onto the proposed lot as well as legal access(s) for all other approach(s) onto the balance of the parcel.

(10.2) Regulatory signs - Regulatory signs indicate regulation that applies to a specific time or place on road. (i.e. speed signs, stop signs, school bus stop signs). Application for regulatory type signs must be approved by Municipal By-law.

(10.3) Warning signs – Warning signs(i.e. hidden intersection/approach sign or road narrows or bumpy sign) provide an advanced indication of conditions on or adjacent to a road that is potentially hazardous to drivers.

(10.4) An applicant may request for a warning sign to the Municipal District of Foothills #31 Public Works Department adjacent to a rural approach (i.e. school bus stop ahead sign) pursuant to the Manual of Unified Traffic Devices for Canada, Section A1.3.2. The guidelines of the section such as site lines and location will be reviewed and approved by Administration based on the validity of the request.

11.0 Design Specification:

This Policy or Procedure is subject to any specific provision of the Municipal Government Act or other relevant legislation.



Policies and Procedures

Sight distances for a rural approach shall conform to the conditions as per Table 7.

(11.1) There shall be no obstruction on the rural approach (gate, gate control box, curbing, fence, mailbox, etc.).

(11.2) The angle of the rural approach shall be 90 degrees to the roadway.

(11.3) A rural approach shall be no closer than 60 meters (200 ft) from the centre line of an intersection, mailbox location, bridge, or any at grade railway crossing.

(11.4) A rural approach shall not be closer than 15 meters (50 ft.) from an existing approach on the same side of the road.

(11.5) Maximum gradient of the rural access approach shall not exceed 2% from the shoulder of the road to the property line, or for a minimum distance of 8 meters (26 ft).

(11.6) In the case of 1% gradient the surface of the access must be crowned 2% from centre to edge to ensure drainage into the ditch. See Typical Rural Approach drawing is as per Figure 12.

12.0 Culvert Type and Installation:

A dry rural approach is without a culvert. The approach cannot impede the flow of drainage in the ditch. The maximum side slopes for a dry approach shall be a 3:1 ratio.

(12.1) If a culvert is required, the culvert shall be of new corrugated steel, minimum 500 mm (20 inch) diameter. All culvert couplers (if required) shall be buried below the depth of the ground cover of the approach.

(12.2) Minimum ground cover over the culvert is 0.3 meters (1 ft.).

(12.3) Culvert ends shall be sloped and require Rip Rap (stone/rocks minimum size 200 mm / 8 inches) be installed. Rip Rap shall be placed around the ends of the culvert, as per Figure 12, to ensure drainage through the culvert.

(12.4) The side slopes of the rural approach shall be a 3:1 ratio. NOTE: 3 meters (10 ft) slope/ length for 1 meter (3 ft) of rise/ height. The side slope shall extend from the edge of the approach to the culvert end.

(12.5) A six meter (20 ft) buffer distance between the end of the culvert, for the rural approach, and a power pole, power pole anchor, or utility pedestal must be maintained.



Policies and Procedures

13.0 Approach Types and Width:

A standard rural approach shall have a minimum surface width of 6 meters (20 ft) at the property line with a 3 meter intersecting radius at municipal road allowance. Minimum 12 meter (40 ft) culvert is required.

(13.1) A common rural approach shall have a minimum surface width of 9 meters (30 ft) at the property line with a 3 meter intersecting radius at municipal road allowance. Minimum 15 meter (50 ft) culvert is required.

(13.2) A commercial rural approach shall have a minimum surface width of 8 meters (26 ft) at the property line with a 6 meter intersecting radius at municipal road allowance. Minimum 14 meter (46 ft) culvert is required.

(14.0) Approvals:

Changes to the existing ditch bottom must be approved by the Municipality. Note: In a shallow ditch the culvert may need to be counter sunk into the ditch bottom to achieve adequate ground cover over the culvert

(14.1) All disturbed areas adjacent to the rural approach must be restored to original grade, loamed, seeded and reclaimed in a manner to allow for natural grasses to re-grow.

(14.2) All debris or top soils must be removed from the road allowance and hauled to a safe distance so that no wash out is deposited onto the road allowance.

(14.3) Upon the completion of the construction or alteration of the rural approach(s), and acknowledging that all the above stated conditions have been met, the Municipality must be notified for a final inspection.

(14.4) Failure to meet any of the Rural Approach Standards upon the final inspection will result in the need for a subsequent inspection. The fee for a subsequent inspection is two hundred and fifty dollars (**\$250.00**) per inspection. The fee must be paid to initiate the subsequent inspection.



Policies and Procedures

Table 7

Sight Distance

The height of the object shall be 1.15 meter on the main road. The eye height shall be used at the intersection 1.15 meter for passenger vehicle and 1.80 for single unit trucks/buses.

POSTED SPEED (Km/Hr)	MINIMUM SIGHT DISTANCE REQUIREMENT FROM INTERSECTING ROAD/APPROACH (Meters)
40	65
50	90
60	115
80	180

Table 7 has been derived from information gathered by the Transportation Association of Canada (TAC) 1999 Edition Part 2.

[illegible]

30