



## **ROAD ALLOWANCE PURCHASE**

The title to all roads in a municipality are vested in the Crown in right of Alberta (Section 16(1) of the Municipal Government Act), however direction, control and management of all roads are granted to Municipalities (Division 2 Roads Section 18 of the Municipal Government Act). **Road allowance purchase procedures can be complex and often take a year or longer to complete.** Below is a summary of the process required for applicants interested in purchasing a road allowance.

### **PROCESS**

1. The applicant must submit a **formal request letter** to the **Municipal Lands Administrator**, requesting that Council consider the purchase of a road allowance. The request must include the **legal land description** and a **drawing/map** of the adjacent road allowance under consideration. The applicant must own **land adjacent** to the road allowance or road plan. Include the filling fee with your request letter.
2. If Council is amenable to consideration of the purchase, the **initial application fee** and the **completed application form** are to be submitted.
3. A **Public Hearing** date will be set.
4. Letters are sent to **adjacent landowners** (or all subdivision owners) and **utility companies** to inform them of the application. If required, **easements** for utility companies may be placed on the title. The proposed purchase and Public Hearing details will be advertised in the **Western Wheel** newspaper for **two consecutive publications** before the hearing.
5. County Administration will **inspect the site**, take photos, and prepare a **PowerPoint presentation** for the hearing.
6. The Public Hearing will be held, and it is **recommended** that the applicant attend to answer any questions from Council.
7. If Council approves the application, the **Bylaw** is given **first reading**, or further information may be requested. The file is then forwarded to **Alberta Transportation in Calgary** for review. If approved, the file is sent to **Edmonton** for **Ministerial approval**.
8. If the **Minister approves** the bylaw, it must then go back to Council for **second and third readings**.
9. The **final application fee and cost of the land** (determined by Council at **market value**) must be paid.
10. The purchased land **must be consolidated** into the applicant's adjacent parcel. The applicant is responsible for all costs related to surveying the purchased land.
11. The surveyor must provide a **copy of the survey** to the County before the **transfer documentation** is completed.

If you have any questions, please contact Donna Fowler, Municipal Lands Administrator at (403) 652-2341 or at [FClands@FoothillsCountyAB.ca](mailto:FClands@FoothillsCountyAB.ca)