

County of Wetaskiwin No. 10 Municipal Policy

Department:

Policy No.

61.1 Subdivision

61.1.1

Title Approach Installation

1. Policy Statement

1.1. The purpose of this Policy is to manage proposed and existing access approaches with respect to frequency, location, design, and construction standards to ensure safe access and egress to County roads and operation of the stormwater management drainage system.

2. Responsibilities

2.1. The Director of Public Works is responsible for:

- 2.1.1. Establishing access approach construction standards; and
- 2.1.2. Approval of industry related approaches (resource installation or extraction, wellsites, pipelines or other similar installations) through the Road Use Agreement Process contained within Policy 32.1.6.

2.2. The Director of Planning and Economic Development is responsible for establishing the application and approval process for approaches related to subdivision and development.

2.3. The Engineering Technologist is responsible for managing the approval process for approaches related to subdivision and development.

2.4. Landowners are responsible for:

- 2.4.1. Obtaining approval for new approaches;
- 2.4.2. Construction of new approaches, to County standards, as required to serve their property; and
- 2.4.3. Ongoing maintenance and upkeep of any approach(es) to their property.

3. Approach Construction Standards

3.1. Approval by the County is required prior to construction for:

- 3.1.1. A new approach;
- 3.1.2. The relocation of an existing approach;
- 3.1.3. Widening or upgrading of an existing approach;
- 3.1.4. Turnover of an existing lease site access by the lessee at the request of the landowner; or
- 3.1.5. Installation of an additional approach to a property.

3.2. All properties shall be allowed a maximum of one (1) approach except land used for agricultural, industrial or commercial purposes which are allowed up to two (2) approaches for every 32.4 ha (80 ac) of land.

3.3. The Engineering Technologist may consider additional approaches to a property where there is an operational need for additional access to the land.

County of Wetaskiwin No. 10 Municipal Policy		
Department: 61.1 Subdivision	Policy No. 61.1.11	Title Approach Installation

- 3.4. All approaches must directly access the property to be served. Approaches will not be allowed for driveways that cross a neighbouring property to serve the property to be accessed.
- 3.5. All approaches shall be constructed as outlined in Policy Directive “A”.
- 3.6. The Engineering Technologist may relax or request higher standards in Directive “A” dependent on circumstances such as drainage, sightlines, grade, joint approaches, location, usage etc.
- 3.7. Access approaches to provincial highways require approval from Alberta Transportation.

4. Approval Process

- 4.1. Any approach proposed pursuant to Section 3.1 will be subject to the following approval process:
 - 4.1.1. An application for approach approval shall be made on the prescribed form and accompanied by the applicable fees in accordance with the Fees and Charges Bylaw.
 - 4.1.2. Engineering Technologist conducts a review of the proposed location as indicated in the Approach Application, to determine suitability with respect to location, sight lines, traffic flow, safety of motoring public, drainage, etc. The Applicant is notified once the application review is completed. Construction Approval is issued to the applicant to indicate that the Applicant can proceed with the installation of the approach.
 - 4.1.3. Applicant constructs approach and contacts Engineering Technologist for final inspection.
 - 4.1.4. The Engineering Technologist conducts a site inspection to ensure that approach is constructed in the approved location and in accordance with the standards.
 - 4.1.5. The Applicant is issued Final Approval for the approach or notified in writing of any deficiencies by the Engineering Technologist.
 - 4.1.6. If there are deficiencies, it is the Applicant’s responsibility to rectify at their sole expense including cost of additional inspections.
 - 4.1.7. Final approval of the approach will be issued once all deficiencies have been rectified.

5. Existing Approaches

- 5.1. Engineering and Design Standards for approaches change over time. Policy Directive “A” is based on the Design Guidelines and Construction Standards established in 2010. Older approaches may not meet the current standard, however, are considered grandfathered until there is a substantive change to the property such as a subdivision or development permit for a new principal use. Upon application for a subdivision or development permit a traffic safety and stormwater drainage inspection of any existing approaches will be required. If there are no safety and drainage concerns, the approach may remain as is without alteration. Otherwise, Section 5.3 will apply.

County of Wetaskiwin No. 10 Municipal Policy		
Department: 61.1 Subdivision	Policy No. 61.1.11	Title Approach Installation

5.2. A Landowner may request that an existing industry approach (i.e. lease site access) remain after the Project is completed or use of the site is discontinued. In this regard, the approval process in Section 4 shall be followed.

5.3. Where an existing approach constitutes a traffic safety or stormwater drainage hazard due to neglect or lack of maintenance in the opinion of the Engineering Technologist, the owner of the land benefitting from the approach will be notified of the deficiency and requirements to bring the approach up to standard. Failure to correct the deficiency in a reasonable amount of time may result in the approach being removed in accordance with Section 6.

6. Enforcement

6.1. Approaches installed without approval or not to standard, shall be removed at the cost of the Owner of the property benefitting from the approach. Charges may be laid under the *Highways Development and Protection Act*.

7. Definitions (if applicable)

7.1. Definitions are created and maintained in the Definition Index.

8. Related Documents

8.1. Policy Directive “A” Private Approach Rural Standard

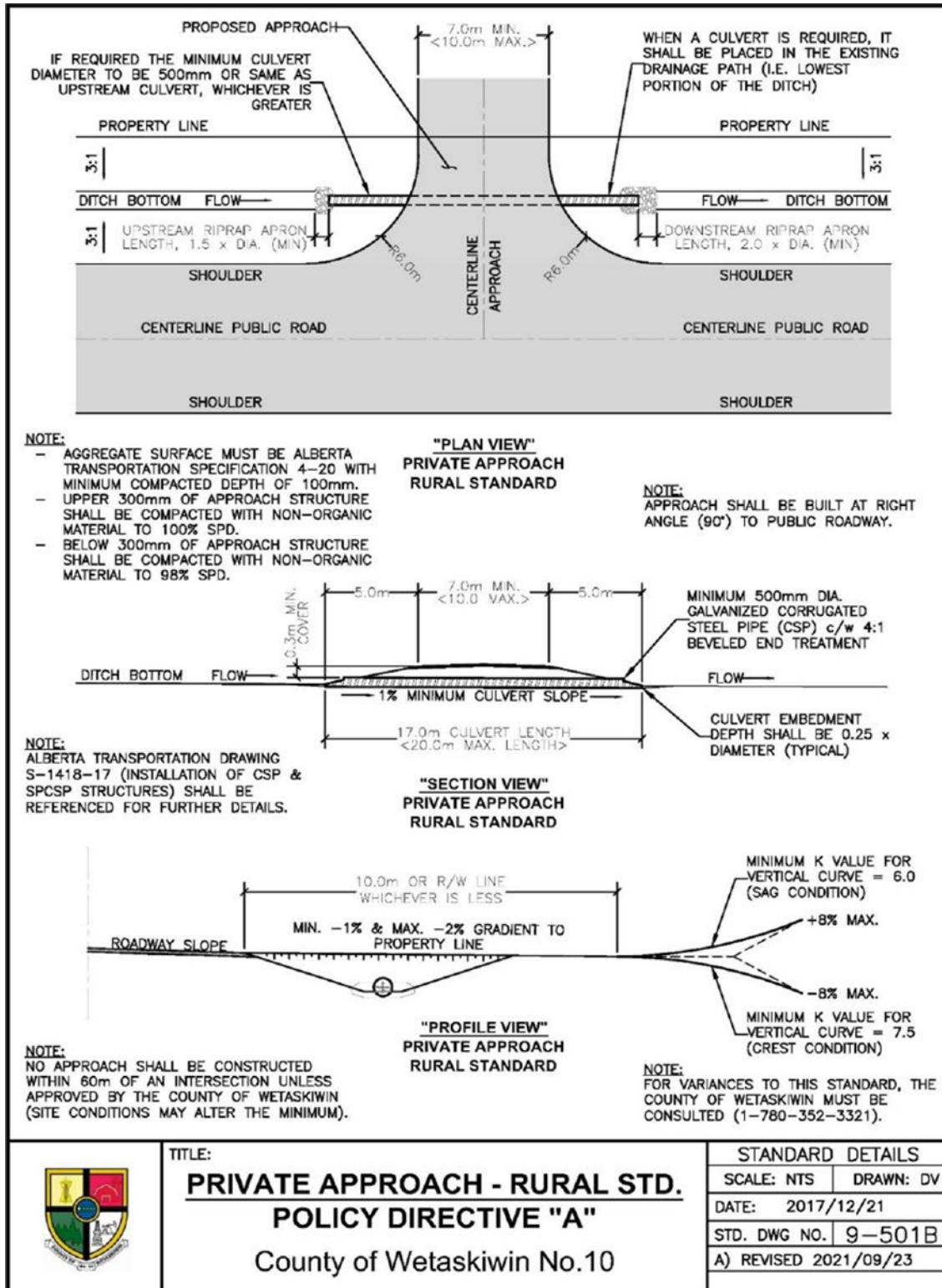
Previously Signed
Scott MacDougall, CAO

CS20250923.003
Council Resolution



County of Wetaskiwin No. 10 Policy Directive

Title Private Approach – Rural Standard



Created	Policy Reference	Department	Reviewed	Page
Sept 2025	61.1.1	PD		4 of 4