



Approaches

Public Works Policy N16

Policy:	N16 – Approaches
Policy Department(s):	Public Works
Adoption Date:	August 8, 2011
Adoption Reference:	08-618-11
Effective Date:	August 8, 2011
Last Amended:	January 16, 2023

Policy Purpose

To provide a standardized process for the supply of access to a parcel of land from a developed road and direction as to who bears the cost of access.

Policy Statement

The County of Grande Prairie provides effective transportation networks that align with the needs of residents, business, and industry. The County establishes installation requirements and standards to ensure infrastructure remains in a good state.

Definitions

“Agricultural District (AG) zone” means a portion of land that has been zoned for as such by the County. This district is intended to cover the majority of land in the municipality in order to recognize agriculture as the predominant land use in the County. Zoning districts, the uses acceptable under each district, and the method for making decisions are defined by the County Land Use Bylaw.

“Chief Administrative Officer (CAO)” means the person appointed by Council to the position of Chief Administrative Officer under the Municipal Government Act for the County or designate.

“County Standard” means the minimum standards and specifications that County infrastructure must meet.

“County” means the municipality of the County of Grande Prairie No. 1 having jurisdiction under the Municipal Government Act and other applicable legislation;

“Industrial Approach” means access to a lot within an Industrial Zoned district, or Industrial Permitted use district. Zoning districts, the uses acceptable under each district, and the method for making decisions are defined by the County Land Use Bylaw.

“Right of Way” is a general term referring to land between property lines that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, or for pedestrian



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use, and can include, but not limited to, a sidewalk, boulevard, carriageway, berm, ditch, swale, bicycle facility, noise attenuation facility, and landscaping.

Policy Guidelines

1. Approval from the Public Works Department is required for all approaches.
2. The applicant shall submit a complete application and upon approval provide any required deposit or fees as specified in the Schedule of Fees, Rates and Charges Bylaw prior to installation.
3. All approach installations must meet County standards.
4. The County will approve and install one (1) approach for every one-half mile of road allowance distance in an Agricultural District (AG) zone. Additional, or wider approaches may be approved at the Public Works Department's discretion.
5. In the case of a quarter section, bordered by one half mile of road, and having a creek or river going through the quarter section, the County will approve installation of two (2) approaches to allow access to both sides of the creek or river.
6. For Agricultural District (AG) zone approaches that are narrower than 9.3 meters (installation date prior to August 8, 2011), subject to conditions in Section 1 and 2, the County will either:
 - 6.1. Allow the landowner to install and widen of the approach to 9.3 meters at their expense; or
 - 6.2. Install and widen the approach to 9.3 meters for an installation fee as defined by the Schedule of Fees, Rates and Charges Bylaw.
 - 6.2.1. Installations done by the County will be added to the ongoing list and be completed as time and funding; and
 - 6.2.2. Pertains to only one (1) access per parcel.
7. For Agricultural District (AG) zone approaches that are narrower than 9.3 meters (installation date prior to August 8, 2011), a landowner may request an approach greater than 9.3 meters, to a maximum of 15 meters. Subject to conditions in Section 1 and 2 the County will either:
 - 7.1. Allow the landowner to install and widen the approach to a maximum of 15 meters at their expense; or
 - 7.2. Install and widen the approach for an installation fee as defined by the Schedule of Fees, Rates and Charges Bylaw.
 - 7.2.1. The landowner bears all costs over and above what is required to meet the 9.3 meter standard.



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- 7.2.2. Installations done by the County will be added to the ongoing list and be completed as time and funding allows; and
 - 7.2.3. Pertains to only one (1) access per parcel.
 - 8. Application must be made to the Public Works department for any approach requested outside of the development process, including but not limited to, secondary approaches. Landowner deposit shall be taken as per the Schedule of Fees, Rates and Charges Bylaw and refunded upon County approval that the installation meets the County standards. Installation and all installation costs are the sole responsibility of the landowner.
 - 8.1. Landowner requests for approaches outside of the development process are subject to County approval prior to installation.
 - 9. Applicants for Industrial Approaches will be required to enter into agreement with the County, provide deposit as defined by the Schedule of Fees, Rates and Charges Bylaw, and be approved for installation with the installation to County standards.
 - 10. As part of the inspection of any applicant installed works, the Publics Works Department shall make one of the following determinations regarding the works and any refundable security or deposit:
 - 10.1. All works have been completed to County standards and the entire security or deposit shall be refunded; or
 - 10.2. The work has not been completed and the security or deposit shall be retained to cover the cost of completing the work to County standards.
 - 11. At the time of subdivision, the developer will be responsible for:
 - 11.1. Any required subdivision or Development Permit applications;
 - 11.2. In the case where an approach exists to the subdivided lot, temporary approaches excluded, the immediate installation of an approach to the balance of the quarter, if there is no existing approach to the balance, to County standards;
 - 11.3. In the case where an approach exists to the balance of the quarter, the immediate installation of an approach into the subdivided lot, if there is no existing approach into the subdivided lot, to County standards;
 - 11.4. In the case of no existing approaches the immediate installation of an approach into either the balance of the quarter section of the subdivided lot, to County standards; and
 - 11.5. Providing the necessary securities as defined by the Schedule of Fees, Rates and Charges Bylaw



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12. The County, in its sole discretion, reserves the right to remove unapproved or substandard approaches. Landowners may be required to bear the cost of removal and restoration of County right of way.
13. Exceptions and exemptions to this policy may be considered and are at the discretion of the Director of Public Works.

Attachments

N/A

References

Legal Authorities	N/A
Related Plans, Bylaws, Policies, Etc.	Policy B1 – Policy Development Land Use Bylaw
Other	Approach Application

Revision History

Review Date	Description
January 16, 2023	Reviewed and Amended CM20230116.008
April 23, 2018	Reviewed and Amended CM20180423.1009
April 18, 2016	Reviewed and Amended CM20160418.1036
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