

**Policy statement**

Leduc County recognizes the importance of the long-term preservation of the transportation network.

This policy provides guidance on the use of undeveloped road allowances (URA) in the County.

**Definitions**

*Adjacent Land* means land that is next to or adjoining to the URA.

*Administration* means the staff of Leduc County under the direction of the county manager.

*Council* means the duly elected council of Leduc County.

*County* means the municipal district of Leduc County in the Province of Alberta.

*County Chronicle* means the monthly newsletter distributed to County residents and businesses.

*License to Occupy (LTO)* is an agreement between the County and the interested party in which temporary use of an undeveloped road allowance is granted for a specified term.

*Undeveloped road allowance (URA)* is any land laid out for roads by a Crown surveyor (Province of Alberta) that has not been fully developed or not yet required for vehicular traffic. Undeveloped road allowances are a part of the road grid system of Alberta, with undeveloped road allowances being placed every two miles North to South and one mile East to West.

*Licensee* means a person to whom a license is granted or issued.

**Policy authority**

*Legislative implications:*

- *Municipal Government Act* Section 22
- *Traffic Safety Act* S.13(1)(o)

**Policy standards**

1. Leduc County's preferred manner to allow use of a URA is through a license to occupy (LTO).
2. A license to occupy a URA will only be granted to adjacent landowners.
3. Leduc County will only support the closure, sale and consolidation of a URA to an adjacent landowner in very specific circumstances, such as when:
  - The road does not have any current or future impact on the County's road network.
  - It increases land efficiency and promotes effective planning and development as determined by Leduc County.
  - A structural encroachment exists that is difficult to move (i.e. residence with a basement).
  - It restricts access to highly disruptive pedestrian areas where there is chronic issue of multi-person gatherings where trash and other biological hazards damage the allowance.
4. The closure and sale of a URA will be advertised within the County Chronicle.

5. All inquiries about obtaining a license to occupy or the closure and sale of a road allowance shall be directed to Leduc County's Assessment and Land Management Services department.

**Policy responsibilities***Council responsibilities:*

Council will,

- Review and approve this policy.
- Approve any road closure requests before submission to Alberta Transportation.

*Administration responsibilities:*

Administration will,

- Adhere to this policy when processing requests involving undeveloped road allowances.
- Develop administrative directives and procedures to support this policy.

**Monitoring and updating**

- This policy will be posted on Leduc County's website.
- This policy will be reviewed at least once every four years.