

**Policy statement**

Leduc County may approve construction of an access road by a third party, within county rights of way or road allowances, to provide access to a parcel of land, constructed to requirements of the Municipal Development Standards.

**Definitions**

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

*Capital plan* means the plan approved by the council that outlines the capital expenditures for Leduc County.

*Construction completion certificate* means the signed and dated document issued by Leduc County for the accepted completion of municipal improvements, or a portion thereof.

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

*County Manager* means the Chief Administrative Officer.

*County rights of way* means the legal plan of survey that has been filed or registered at the Land Titles office that defines the boundary of right of way limits for the purposes of identifying municipal roads.

*Final acceptance certificate* is a signed and dated document issued by Leduc County upon final acceptance of the work, with the purpose of transferring full responsibility of the municipal improvement to the county.

*Municipal development standards* means the current county standards which provide guidance for the design and construction of municipal infrastructure and are updated annually.

*Road allowances* means the lands between parcels reserved for the construction of municipal roads.

**Policy authority**

*Legislative implications:*

- *Municipal Government Act, RSA 2000*

**Policy standards**

1. Leduc County administration will evaluate the road request and provide a recommendation to Council or a Committee of Council.
2. A third party may construct or update the road, at their own expense, in accordance with the municipal development standards if the construction of the road by the municipality is not approved.
3. A development agreement will be entered into with the third party to address securities, the construction completion certificate, final acceptance certificate and warranty process, in addition to potential cost recoveries.

**Policy responsibilities**

*Council responsibilities:*

- Council will,
- Approve the Access Road Construction policy

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- Review administration recommendations and approve the requests for construction of roadways on county rights of way and road allowances.

*Administration responsibilities:*

Director, Engineering and Utilities will,

- Review road construction requests and prepare reports and recommendations to Council and/or Committees of Council for approval of construction requests.
- Evaluate the priority of construction according to the capital plan (if applicable).
- Maintain, update and adhere to 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.

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