



Clear Hills County

Effective Date: April 9, 2024	Policy Number: 3201
Title: ROAD CONSTRUCTION	

1. POLICY STATEMENT

Clear Hills County will develop and enhance the vital road network system within the County for the safe transportation of passengers, tourists, industry, and goods.

2. ROAD CONSTRUCTION INFORMATION

- 2.1 The County will evaluate and prioritize road construction.
- 2.2 All road requests will be on a first come basis.
- 2.3 Council will allocate an annual budget of \$1,000,000.00 for new road construction.
- 2.4 All Road Construction requests will require a completed road request application form to be filled out and submitted to the Clear Hills County office by March 1st to be considered for construction in the following year.
- 2.5 The CAO shall present to Council the new road construction applications with the estimated project cost for Councils review and initial approval annually in March of each year.
- 2.6 Prior to the final approval of new road construction requests, the County will proceed with the required assessment standards set out by Alberta Environments within the MSSC. The Master Schedule of Standards and Conditions (MSSC) identifies conditions that apply to formal disposition applications approved under the Public Land Act. Conditions in this document are part of multiple approval systems and processes.
- 2.7 Following the MCCS assessment, a full report will be brought back to Council to present compensation costs and requirements that will need to be met as per Alberta Environment standards prior to proceeding with construction.

3. APPLICANT LANDOWNER RESPONSIBILITY

3.1 MSSC Assessment Study

The County will cover ninety percent (90%) of the costs associated with the initial mandatory MSSC Assessments studies that will determine the compensation and requirements as per Alberta Environment standards. The applicant is required to pay the remaining ten percent (10%) of the costs.

3.2 Study Outcome Compensation

The County will pay up to a maximum of \$10,000.00 (ten thousand dollars) of the Compensation Costs, per road construction application. All compensation costs will be required to be paid in full by the applicant prior to the commencement of construction.

3.3 Fill Material

3.3.1 Road Construction Projects that do not exceed 950 meters.

- a) The responsibility for supplying fill material lies with the applying landowner of the designated land where the road is being constructed with the following rules:

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- I. Fill material must be suitable for the project.
 - II. Fill material must be accessible as close to the project as possible.
 - III. Follow all engineered environmental plans outlined.
- b) Should the construction of the road require fill material from the designated land, the landowner is required to provide the required dirt at no cost to the contractor or Clear Hills County.
- c) The landowner shall not accept any financial compensation or profit, apart from the potential benefit of establishing a borrow pit or landscape borrow, if required, for the road construction project.
- 3.3.2 Road Construction Projects that exceed 950 meters, to a maximum of 3,200 meters.
- a) The responsibility for supplying fill material for the closest 950 meters to the project, lies with the applying landowner of the designated land where the road is being constructed with the following rules:
- I. Fill material must be suitable for the project.
 - II. Fill material must be accessible as close to the project as possible.
 - III. Follow all engineered environmental plans outlined.
- b) Should the road construction of the 950 meters closest to the project require fill material from the applying landowners designated land, the landowner is required to provide the required dirt at no cost to the contractor or Clear Hills County.
- c) The remainder of fill material needed to complete the road project will be purchased by the County at a cost per cubic meter or a lump sum as directed by Council motion.
- d) The landowner shall not accept any financial compensation or profit, apart from the potential benefit of establishing a borrow pit or landscape borrow, if required, for the road construction project.

3.4 Construction

The County will pay up to a maximum of \$200,000.00 (two hundred thousand dollars), per ½ mile, for the engineering and construction cost on approved road construction applications.

4. RELATED AGREEMENTS

- The Master of Standards and Conditions (MSCC) Assessment Study Agreement
- The Master of Standards and Conditions (MSCC) Assessment Study Outcome Environmental Compensation Agreement
- Access Road Fill Material- Projects Under 950 Meters Agreement
- Access Road Fill Material- Projects Over 950 Meters Agreement
- Engineering & Construction Cost Contribution Agreement

5. RELATED POLICIES

- Policy 3202 Road Construction Specifications
- Policy 3203 Approach Construction
- Policy 3205 Land Need and Acquisition

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6. SCHEDULE A- SCORING GRID

Road Scoring Grid:

The following Road Scoring Grid will be used to evaluate road construction requests.

Priority	Scoring Criteria	Points
1. a	No Access – To a Quarter Section with Residence	95
1. b	No Access – To a Quarter Section with a Residence on a School Bus Route	90
1. c	No Access – To a Quarter Section of Farmland or titled fenced pasture	85
2	Miles school bus route is reduced	5/mile
	Anticipated school bus years	Years
3	Reduced distance by existing roads	5/mile
	Miles reduced	
4	Number of groups/households served	5/group
	Basic access	minus 20
	Limited Access	minus 10
	Wet Years -No Access	50
	Wet Years- Limited Access	25
	Water Crossing Required: Bridge File	minus 50
	Water Crossing Required: 36-48"	minus 25
	Muskeg/Coulee	minus 20
	Distance	minus 5 per ½ mile over 1 mile
	Total Points	
	Minimum Points to qualify	60

Notes:

*Applicants for roads that do not achieve minimum points will be notified in writing that the requested project is denied.

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7. TO BE COMPLETED BY APPLICANT LANDOWNER

7.1 Proof of ownership by applicant.

Name of applicant: _____ Date: _____

Phone Number: _____ Email Address: _____

Legal Land Location: _____ Mailing Address: _____

7.2 Purpose for requesting new or upgraded road:

- New Yard Site
- Existing Yard Site
- Upgrading Access
- Crop/Grazing
- Timber Salvage
- Subdivision
- Other Explanation: _____

7.2.1 If for farmland, do you have:

- a. At least 1/2 (minimum 80 acres) in seedbed condition
- b. The property is fenced for pasture

7.2.2 If for residential purpose, do you:

- a. Currently live on the land? Yes No
- b. Where is your primary residence? _____ N/A
- c. When will you reside on the land and will be claiming it as your primary residence? _____ N/A
- d. Have you applied for utilities? Power Gas N/A
- e. Have you submitted a subdivision or development application? Yes No N/A

7.2.3 How have you been getting to this land previously?

7.2.4 What is the condition of the present access? Good Fair Poor None

7.2.5 Date the land was acquired? _____

7.2.6 Have you received and reviewed the County's policy for Road Construction requests, and will you provide the required compensation costs? Yes No

7.2.7 Will supply fill material? Yes No
a) If yes, borrow pit or land scrape

7.3 Landowner will be contacted by the County to set up a meeting to review Policy 3201 and the related agreements.

Landowners Name _____ Signature _____

Witness Name _____ Signature _____

8. END OF POLICY

ADOPTED

Resolution #C190-03

Date: March 25, 2003

AMENDED

Resolution #C876-03

Date: November 25, 2003

AMENDED

Resolution #C153(03/13/07)

Date: March 13, 2007

AMENDED

Resolution #C180(02/23/10)

Date: February 23, 2010

AMENDED

Resolution #C393-12

Date: July 10, 2012

AMENDED

Resolution # C398-12(07/24/12)

Date: July 24, 2012

AMENDED

Resolution # C405-14(06/24/14)

Date: June 24, 2014

AMENDED

Resolution # C413-17 08/22/17

Date: August 22, 2017

AMENDED

Resolution #C463-20(10-13-20)

Date: October 13, 2020

AMENDED

Resolution #C357-22(07-12-22)

Date: July 12, 2022

AMENDED

Resolution #C426-23(08-15-23)

Date: August 15, 2023

AMENDED

Resolution #C205-24(04-09-23)

Date: April 9, 2024