



### ACCESS APPLICATION

Approval to Construct an Access Onto A Highway / County Road

- **Please note:** Site plan **must** accompany the application form.
- If applicant is not landowner please complete an Appointment of Agent Form (found on our website under Planning & Development Services Forms).
- Approach installation must be completed within one year from date of approval.

#### SECTION A – CONTACT INFORMATION

Applicant Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

#### SECTION B – SITE INFORMATION

Street/Rural Address: \_\_\_\_\_  
 Legal Subdivision: Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_  
 Part of:  NE  NW  SE  SW ¼ Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_ West of: \_\_\_\_\_ M  
 Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 Applicant Name Signature \_\_\_\_\_ Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

#### DEFINITION OF AN ACCESS

*An access means any public or private roadway or driveway connection between the outside edge of the shoulder or curb line and the right-of-way line of a highway or county road, intended to provide vehicular access to, from, or across said highway or county road.*

#### INSPECTION REQUIRED

**Prior to the installation of the gravel base and/or paving, the Applicant shall arrange for an inspection with the County. 24 – 48 hours prior notice must be given to the County to arrange the inspection.**

#### TERMS AND CONDITIONS

1. The access must be constructed at a location which provides an unobstructed view of the highway or road involved for a sight distance of no less than 300 metres (1000 feet) unless otherwise specified and meet the conditions of the current Land Use Bylaw.
2. **An access entering onto a paved, oiled or chip sealed road shall be paved with asphalt, from road shoulder to property line, to the satisfaction of Red Deer County.** The travelable surface of the access shall not be less than 9 metres (30 feet) when entering onto a **paved, oiled or chip sealed road**, nor greater than 6% gradient unless otherwise specified (refer to Engineering Standards); a minimum 3:1 side slope shall apply. **A minimum 200 mm depth (8 inches) of crushed gravel base structure is required from road shoulder to property line. The subgrade must be suitable material such as clay or pit run. No black dirt is to be used as a subgrade.**
3. **An access entering onto a gravel road shall be constructed to a gravel standard, to the satisfaction of Red Deer County.** The travelable surface of the access shall not be less than 7 metres (23 feet) in width when entering onto a **gravel road** nor greater than 6% gradient unless otherwise specified (refer to Engineering Standards); a minimum 3:1 side slope shall apply. **A minimum 100 mm depth (4 inches) of crushed gravel base structure is required from road shoulder to property line. The subgrade must be suitable material such as clay or pit run. No black dirt is to be used as a subgrade.**
4. The access must be perpendicular, (90 degrees) to a highway or County road.
5. If the access will obstruct the flow of water, a culvert of not less than 500 mm (20 inches) in diameter must be installed, or larger if conditions warrant.
6. **Access shall be constructed in accordance with the Engineering Guidelines and Minimum Servicing Standards and inspected to the satisfaction of Red Deer County.**
7. The access shall be constructed at no cost to Red Deer County.
8. The Applicant shall indemnify and save harmless Red Deer County from and against all loss, costs, charges, damages and expenses which Red Deer County may suffer or sustain as a result of the construction of the access;
9. Other conditions or specifications, if required: \_\_\_\_\_

If requirement for culvert is waived, Approving Authority - please initial here: \_\_\_\_\_



**PLEASE NOTE THAT ACCESS APPROVAL DOES NOT GUARANTEE DEVELOPMENT APPROVAL, CONTACT THE PLANNING AND DEVELOPMENT DEPARTMENT FOR MORE INFORMATION REGARDING PERMIT APPLICATIONS 403-350-2170.**

**RED DEER COUNTY HEREBY GRANTS APPROVAL TO CONSTRUCT AN ACCESS FROM THE LOCATION INDICATED ABOVE ONTO A PUBLIC HIGHWAY (Excluding Provincial Highways) IN ACCORDANCE WITH THE TERMS AND CONDITIONS SPECIFIED BELOW WHICH FORM PART OF THIS APPROVAL.**

Please contact Red Deer County for a final inspection once the access has been completed.

\_\_\_\_\_  
Approving Authority (printed name)

\_\_\_\_\_  
Approving Authority (signature)

\_\_\_\_\_  
Approval Date

**FINAL INSPECTION**

\_\_\_\_\_  
Approving Authority (printed name)

\_\_\_\_\_  
Approving Authority (signature)

\_\_\_\_\_  
Date of final Inspection

Approving Authority's Comments: \_\_\_\_\_

INDUSTRY (\$200.00 per inspection)

AGRICULTURAL / DEVELOPMENT (\$110.00)

**PAYMENT INFORMATION**

Cash  Debit  Credit Card  Cheque No.: \_\_\_\_\_  Please call for payment (credit card only)

Credit Card No.: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_ Signature of Card Holder: \_\_\_\_\_

**FOR OFFICE USE ONLY**

Date Received: \_\_\_\_\_ File Number: \_\_\_\_\_ Legal File No.: \_\_\_\_\_

Application Fee: \_\_\_\_\_ Diamond No.: \_\_\_\_\_ Linc No.: \_\_\_\_\_

Roll No.: \_\_\_\_\_ Receipt No.: \_\_\_\_\_ Region: \_\_\_\_\_ Division: \_\_\_\_\_

**Please Note:** The personal information requested in these forms is protected under the Freedom of Information and Protection of Privacy Act (FOIP). Collection of the personal information on this form is authorized under the Municipal Government Act and is required for the purpose of the County's Operations processes. The information will be used by the County staff and representative contact information. If you have questions regarding FOIP, please phone 403.350.2150 and ask for the FOIP Coordinator.

