



Policy No.
PW-1

CORPORATION OF THE TOWN OF RAINY RIVER

Public Works

Entrance and Culvert Policy

Purpose / Application

The Town of Rainy River shall consider the following criteria when reviewing all applications for new entrances or alteration to entrances:

- a) protection of the public through the orderly control of traffic movements on municipal roads;
- b) maintenance of traffic carrying capacity of the road network;
- c) protection of public investment in the Town of Rainy River road infrastructure:
and
- d) provide legal access onto municipal roads from adjacent private property.

Definition(s)

In this Policy:

Residential Entrance: Provides access to residential facilities of four units or less.

Commercial/Industrial Entrance: Provides access to a development where goods are manufactured or sold to the public and includes residential facilities of five or more units.

Temporary Entrance: provides access to properties for a limited period not to exceed one year for the purpose of construction, repairs or improvement on that property or to facilitate staged development.

Location of Entrances

The Public Works Department may restrict the placement of an entrance or access onto the road in the interest of public safety. New entrances must be located in accordance with all local Municipal Zoning By-Laws, and so as to provide:

- a) no undue interference with the safe movement of public traffic, pedestrians, or other users of the highway.

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- b) favourable vision, grade, and alignment conditions for all traffic using the proposed access to the road.

In general, new entrances will not be permitted at the following locations:

- a) in close proximity to intersections.
- b) within daylight triangles at intersections.
- c) where the following minimum sight distance requirements are not met.

<u>Speed Limit</u>	<u>Minimum Sight Distance</u>
50 km/hr	135 metres
70 km/hr	180 metres
80 km/hr	200 metres

Note: Sight distance shall be measured from an eye height of 1.05 metres measured 6.0 metres from the outer edge of the traffic lane to passenger car lights designated as 6.0 metres above the roadway surface.

Design Standards

Entrance Grade: The finished surface of the access must drop away from the edge of the highway driving surface at a slope of not less than 2% to at least the edge of shoulder rounding

Residential Entrance: Shall be surfaced with at least 150 mm (6") crushed gravel (granular "A"), and where a culvert is required its length must be sufficient to provide a 1:1 slope up from the ditch invert to an entrance width of 6.0 metres.

Commercial/Industrial Entrance: Shall be surfaced with hot-mix or 150 mm (6") crushed gravel (granular "A") and where a culvert is required its length will be dictated by the entrance design which will be site specific having regard for number and type of vehicles expected to utilize the entrance.

Curbs and/or Headwalls: No curb or headwall can extend above the surface of the roadway of the roadway within the limits of the road allowance. All curbs and headwalls are constructed at the sole expense and risk of the applicant.

Maintenance of Entrances: Property owners having access to a road are fully responsible for the maintenance of the access including the removal of snow and ice and keeping the portion of the access within the highway in a safe condition for vehicular traffic.

Curb and Gutter: Where curb and gutter exists at the location of the proposed entrance, the applicant will be required to construct a curb cut at the entrance location if required. The existing curb shall be removed and replaced using material acceptable to the Municipality or altered in accordance with the Roads Department. The area between the curb and sidewalk is to be paved with hot-mix asphalt, concrete or paving stones in accordance with the Public Works Department requirements.

Installation and Replacement of Culverts

- a) All landowners with property abutting highways under the jurisdiction of the Town of Rainy River shall comply with this policy and all landowners shall make application to obtain a culvert permit at the Municipal Office.
- b) That "Application for a new Entrance/Culvert" Schedule "I" forms part of this policy.
- c) That the size and type of all culverts installed shall be determined and approved by the Public Works Foreman.
- d) That the Town of Rainy River shall arrange for all materials (culvert and gravel) and shall install all culverts.
- e) That all culverts shall be new and all cover material shall be crushed gravel (granular A), arranged by the Town of Rainy River and invoiced to the owner.

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- f) That the Town of Rainy River be solely responsible for the labour and machinery for the installation of all culverts with the costs being invoiced to the landowner.
- g) That the Town of Rainy River shall replace all culverts damaged during Municipal road reconstruction or maintenance at no expense to the landowner.
- h) That the landowner shall obtain written approval from the Town of Rainy River Public Works Foreman prior to the installation of a culvert. Approval will be in the form of a Culvert Permit.
- i) That failure to comply with the above conditions shall result in the removal of the culvert at the landowner's expense.
- j) That should a permit approved culvert fail, the Municipality shall replace the culvert at no expense to the landowner.

Relocation of Existing Culvert

- a) That all landowners with property abutting highways under the jurisdiction of the Town of Rainy River shall comply with this policy.
- b) That the landowner shall make application to obtain a permit from the Town of Rainy River Public Works Foreman prior to the relocation of an existing culvert to ensure the type, size, condition and location of the culvert are satisfactory.
- c) That if the existing culvert is not satisfactory, it will be replaced with a new culvert arranged by the Town of Rainy River with the cost of the culvert and materials being invoiced to the landowner.
- d) That all cover material shall be crush gravel (granular A) supplied by the Town of Rainy River with costs being invoiced to the landowner.
- e) That the Town of Rainy River shall arrange for all materials (culvert and gravel) and shall install all culverts.
- f) That the Town of Rainy River be solely responsible for the labour and machinery for the installation of all culverts with the full cost being invoiced to the landowner.

Width of Accesses

It will be the policy of the Public Works Department to limit the width of entrances to discourage the construction of entrances wider than required for the safe and reasonable use of the entrance.

Schedule "1"
Application for a new Entrance/Culvert

DATE: _____

NAME OF LANDOWNER: _____

MAILING ADDRESS:

TELEPHONE:

RESIDENCE: _____

BUSINESS: _____

OTHER: _____

Location of proposed entrance/culvert:

TYPE OF ENTRANCE:

Residential Entrance Commercial/ Industrial Entrance Temporary Entrances

SKETCH OF AREA:

Sketch to include:

- Approximate total length of frontage (also show buildings)
- Any other entrances to property
- Distances between existing and proposed entrances including any nearby entrances on other properties
- Other feature, i.e. intersections, curves, etc.

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PUBLIC WORKS FOREMAN USE ONLY

Is the visibility adequate in each direction?

Yes or List problems

Requirements for Culvert:

Top width required on Entrance _____ m Length of culvert: _____ m

Diameter of pipe _____ mm Number of Couplers _____

Reason for new Access:

Request Approved:

Installation Scheduled for: _____

Request Denied:

Foreman Signature: _____ Date: _____

ADOPTION & REVIEW GUIDELINES

Approved by Motion # 16-073 on June 13, 2016
Reviewed/Revised by Res. # _____

Approximate date of next review (annually) June 13, 2017

REFERENCES:	POLICY AREA	POLICY NUMBER
	Public Works	Section PW-1
	_____	_____