

Municipality of Grey Highlands Policy

Policy Name: Municipal Road Construction Minimum Standards

Policy Number: A09-T-06

Department: Transportation & Environmental Services

**Authority: Authority to control the street/road minimum standards
is the Municipality of Grey Highlands.**

Effective Date: 2014-08-25

Supersedes:

Last Modified:

1 Purpose

1.1 This policy establishes minimum standards for the construction of a new municipal road and/or the upgrading/reconstructing of an existing municipal road(s) within the Municipality of Grey Highlands; and sets guidelines for the use of unopened road allowances, seasonal roads and private/cottage roads.

1.2 The goal of this policy is:

- to ensure consistency in the construction of new and upgrading/reconstructing of existing municipal roads;
- to ensure adherence to the official plan;
- to ensure that proponents build new municipal roads to a minimum municipal standard;
- to avoid passing any new development costs to ratepayers of the municipality;
- to ensure that proponents upgrading existing seasonal or private roads to municipal roads abide by a minimum municipal standard;
- to control the means by which the municipality may assume private/cottage or seasonally maintained municipal roads to provide fairness and consistency; and to control the use and development of unopened road allowances.

2 Scope

This Policy applies to all of the Municipality of Grey Highlands.

3 Policy

3.1 It is the intent and policy of the Corporation of the Municipality of Grey Highlands:

- To provide minimum construction standards for all municipal roads, and seasonal roads within the Municipality;
- To provide standard guidelines for all private/cottage roads within the Municipality;
- To apply consistently the minimum standard to ensure the quality of new road construction and the upgrading/ reconstructing of existing roads to municipal road;
- To ensure that all proponents are held to the same standard of quality. The proponent shall refer to the Municipality of Grey Highland's Development Standards;
- To maintain ownership and control of unopened road allowances except in specific circumstances as outlined in the following guidelines;
- To not assume responsibility for or maintenance of any private/cottage road except as outlined below. Should Council ever deem it necessary to assume such a road; it must first be brought up to municipal standards as detailed in Schedule "B";
- To not assume on a year round basis any seasonal road. Should Council ever deem it necessary to assume, on a year round basis, such a road, it must first be brought up to municipal standards as per the typical road cross section drawings attached.

3.2 Municipal Road Allowance

3.2.1 It is the Municipality's preference to not allow improvements to municipal road allowances that are not maintained unless the following occurs:

- the road is brought up to a municipal standard and assumed by the Municipality for maintenance purposes; or

- the proponents of the road allowance improvements enter into legal agreement with the Municipality that includes provisions for indemnification of liability, signage and liability insurance;
- that a professional engineer's report be submitted to the Municipality confirming that the remedial work proposed would not adversely affect adjacent land or cause environmental concerns; and specifically;
- that any wetland crossings are the subject of an assessment by a qualified biologist to demonstrate that there are no adverse environmental impacts;
- The above also applies to any crossing of a Municipal road allowance.

3.3 Municipal Road Standards

- 3.3.1** The Municipality shall only assume and maintain new roads or existing private roads following a petition of Council and if the road is first brought up to the standards of the Municipality as outlined below;
- 3.3.2** The Municipality must be convinced that the assumption of a new road or an upgraded road is in the best interest of the public before it commits to the assumption of the road;
- 3.3.3** The Municipality may consider waterfront development on a private road where it may be demonstrated that a publicly assumed and maintained road is not necessary for the appropriate development of the Municipality as per the zoning by-law and the Official Plan;
- 3.3.4** The Municipality may consider imposing seasonal and private/cottage road standards where it is deemed appropriate for development designed for seasonal or private/cottage use only;
- 3.3.5** Year round road service will not be provided on seasonal roads or private/cottage roads until formally assumed by Council and until such roads are upgraded to the Municipality's typical road cross section standards (attached), at the expense of the benefiting **property owners**.

3.3.6 For general road and servicing construction, the report should consider depth of services and identify likely areas where dewatering will be required, the rate of dewatering, requirements for dewatering, permits, and the strategy to achieve the required groundwater levels. If dewatering is necessary, the report should contain sufficient data on groundwater quality and temperature of the receiving watercourse.

3.4 Private/Cottage Roads

Council may only assume private/cottage roads if they are upgraded to the appropriate standard as detailed in this policy, if the proponent provides, at their own cost, an accurate and current legal survey, and if Council deems it in the best interest of the public.

3.5 Scope

3.5.1 This road construction minimum standard policy applies to all streets/roads within the Municipality of Grey Highlands, that are Municipal highways under the Municipal Act, 2001, S.O. 2001, c. 25 as amended, section (26) (31). The policy further applies to all new subdivision and/or private/cottage roads, all existing seasonal roads and all unopened road allowances.

3.5.2 All subdivision agreements will include conditions that will ensure new roads meet the construction minimum standard and conditions of the Official Plan. The Municipality of Grey Highlands Design Standards shall apply.

3.5.3 This policy also applies to the upgrading/reconstruction of seasonally maintained municipal roads and/or private roads to municipal road minimum standard.

3.6 Rational

3.6.1 The Municipality of Grey Highlands roadway network contains road built to an Urban, Semi-Urban and Rural standard, in addition the municipality has road segments that are seasonal and/or private roads, and has received inquiries / demands for the municipality to upgrade and/or assume these roads.

3.6.2 The focus of this policy is to provide a construction minimum standards policy that will establish how the municipality will control road construction standards as well as determine who will be responsible for the costs associated with achieving these standards. The Municipality of Grey Highlands, the basis of the municipal road construction minimum standard involves the following three official **sources**:

- Ministry of Transportation Geometrical Design Standard Manual;
- Transportation Association of Canada (TAC) Geometric Design Guide for Canadian Roads; and
- Minimum Maintenance Standards for Municipal Highways (Regulation 239/02 of the Municipal Act).

3.6.3 It is the intent of the Council of the Municipality of Grey Highlands to protect the municipality and its residents from incurring tax increases to finance road construction and upgrades/reconstruction that are the responsibility of developers, and in some cases residents whose properties are abutting and/or accessed by seasonal and private roads.

3.7 Road Classification

3.7.1 The class of road will be determined by the MTO standards for Highway Maintenance Priority Class Categories by using a traffic volume count and applicable speed limits. The assumed speed limit for all municipal roads is 80 km per hour unless otherwise posted.

3.7.2 Based on the average annual daily traffic (AADT) count, to date, all highways/roads within the Municipality receive, on a yearly average, more than 0 and less than 999 vehicles per day and are therefore categorized as within a class 3, class 4, class 5 or class 6 roadways.

3.8 Approval from all Agencies

Before commencement of any work, municipality shall obtain all necessary permits and approvals as required. Construction or installation of services shall not take place until the all necessary permits and approvals, and has complied with all requirements as outlined by the approval agencies.

3.9 Minimum Standards for Year-Round Municipal Roads and Streets

3.9.1 Right of Way

The road right of way is to be properly surveyed and dedicated to, or owned by the Municipality Grey Highlands, and is to be a continuous minimum width of 20.0 metres (66 ft.).

3.9.2 Platform Width

The overall width of the road is the sum of the surface width and twice the shoulder width. The platform width of the road is 6.7 metres (22 ft.) plus 2 – 1 metre (3 ft.) shoulders, or 8.7 metres (28 ft.) total.

3.9.3 Surface Width

The surface width is considered the driven portion of the road which does not include the width of the shoulder. The surface width shall be 6.7 m (22ft). The surface is to be covered by a minimum depth of 150 mm (6 in) after compaction of granular "A" crushed gravel measured at all points on the roadway.

3.9.4 Shoulder Width

Each of the two shoulders shall be a minimum width of 1 metre (3 ft.). These shoulders shall be covered by a minimum depth of 150 mm (6 in) after compaction of granular "A" crushed gravel measured at all points on the shoulder.

3.9.5 Depth of Granular Base

The depth of granular base material, which is the material below the surface course of crushed gravel, shall be placed to a minimum depth of 300 mm (12 in) after compaction of granular "B", depending on the sub-grade material which is the original ground in its natural state. The Municipality reserves the right to increase the depth of granular base after consideration of the sub-grade material in the proposed road construction site.

3.9.6 Drainage

All drainage and grading works necessary for the road project in the opinion of the Municipality or any agent for the Municipality to provide for proper drainage of all lands included in the work plan. A drainage study may be required depending on the length of road in question, soil conditions and the topography of the land. Requirement for a drainage study is at the discretion of the Municipality or his designate.

3.9.7 Ditches

Minimum width between the centers of the ditches shall be 9 metres (30 ft.). All ditches are to be carried to a sufficient outlet. The depth of the ditch may be required to be greater than 0.75 metres to carry the drainage to a sufficient outlet. A drainage easement will be required for all drainage ditches outletted across private property regardless of whether a natural drain exists.

3.9.8 Entrances and Culverts

Entrances and Culverts as per the Municipality of Grey Highlands Entrance Policy

3.9.9 Horizontal and Vertical Alignment

The horizontal and vertical alignment as per the Municipality of Grey Highlands Development Standards

3.9.10 Guardrails

Guardrails will be installed where the distance from the bottom of the ditch or drop-off immediately adjacent to the shoulder of the roadway exceeds 3 metres (10 ft.). The length of the guardrail will be determined at the discretion of the Road Superintendent or his designate. Shoulder width will be increased by 0.6m where guiderail is required.

3.9.11 Turn-arounds

All roads are to be extended to the limit of the subdivision boundary and shall terminate at a turning "T" or cul-de-sac (at discretion of the Municipality) when not connecting to an existing road.

3.9.12 Surface Type

All roads with a classification of 5 or 6 (less than 400 vehicles per day) will be gravel surface.

All roads with classification of 4 or better (400 or more vehicles per day) will be hard surfaced with low-cost bituminous surface or Asphalt surface.

3.9.13 Roadway Surface Maintenance and Rehabilitation

As per the typical road cross sections, Asphalt surface is required.

For the surface maintenance and rehabilitation of rural roadways, and only where approved by the Municipality, single or double surface treatment as well as cold in-place recycling with expanded asphalt may be permitted.

Surface treatment is to be completed in accordance with OPSS 304, 1006, and 1103.

Cold in-place recycling with expanded asphalt is to be completed in accordance with OPSS 335.

At the discretion of the Municipality, surficial cracking of an asphalt roadway may be temporarily sealed through traditional route and seal methods. Other methods may be recommended by a Geotechnical Engineer.

Crossings made on an existing roadway should be reinstated with non-shrinkable fill up to sub-grade followed by the existing adjacent pavement structure. The existing asphalt should be milled to allow the new asphalt to be lapped at least 0.3m with a tack coat.

Where non-shrinkable fill is not used and the backfill materials vary greatly from the existing subgrade soils, frost tapers should be employed as directed by the Geotechnical Engineer.

4 Definitions

4.1 Municipal Roads

Roads and streets that have been assumed by the municipality, and are maintained year round by the municipality.

4.2 Seasonal Roads

Roads and streets that have been assumed by the municipality, and are maintained only during the summer months (April to mid-November) usually for cottage/camp access.

4.3 Private/Cottage Roads

Roads and streets that have not been assumed by the municipality, which provide access by means of a registered right-of-way to private property; the use and maintenance of which are the responsibility of the abutting land owners.

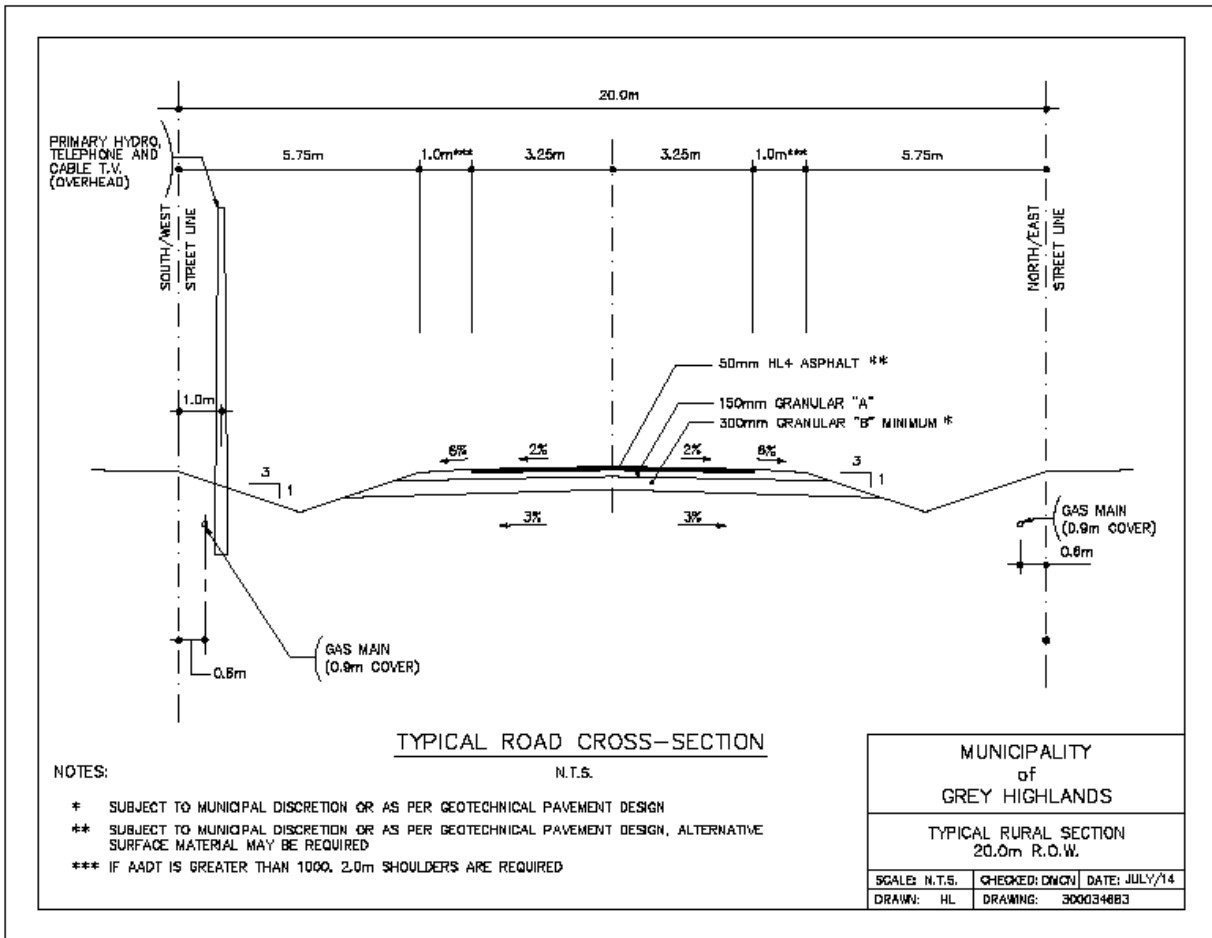
4.4 Proponents

Developers, residents, or ratepayer or other associations who are building a new road or street under a subdivision agreement, or land severance or are upgrading or requesting the municipality to upgrade an existing seasonal or private road to a municipal highway.

5 References and Related Documents

Appendix A: Typical Cross Road Sections Design attached.

Appendix A: Municipality of Grey Highlands – Typical Road Cross Sections



** Please Refer to Section 3.9 (I) Surface Type from Policy A09-T-06 for further details

