



COUNCIL POLICY C-EN14

Overland Drainage

Prepared By: Engineering Services

Council Approval Date: November 24, 2015

Effective Date: November 24, 2015

Council Resolution No.: N/A

References: N/A

Previous Revision Date: November 8, 2005
(Policy EN 014)

Function: Infrastructure Management

LAS Review Date: November 13, 2015

PURPOSE

This policy establishes specific guidelines to better manage the overland drainage program throughout Parkland County.

POLICY STATEMENT

Parkland County will determine through policy standards, the appropriate action to be taken when dealing with drainage issues affecting County road allowances, and ratepayers concerns with drainage issues affecting private property.

DEFINITIONS

1. "Agents" means any private contractors or consultants hired by either the County or private land owners.
2. "Government Agencies" means any applicable provincial or federal governing body that may require approval or consultation on a specific project, e.g., Alberta Environment, Department of Fisheries and Oceans, Lands and Forests, etc.

SCOPE

This policy applies to all future and existing drainage facilities, public and licensed, to manage overland drainage in Parkland County.

MANAGEMENT RESPONSIBILITIES

The Manager of Engineering Services is responsible for implementing, monitoring, and evaluating this policy.

STANDARDS**1. Road Allowance Drainage Maintenance**

- a. Parkland County will endeavor to maintain all County road allowance ditches and culverts within its jurisdiction, and will endeavor to rectify any drainage problems as scheduling and budget permit.

- b. Parkland County will endeavor to operate and maintain the storm water management facilities owned by the County.
- c. Parkland County will endeavor to maintain bridges and bridge-sized culverts with applicable funding available from other orders of government.

2. Drainage Course/Basin Improvements

- a. Parkland County may, at its discretion, and with the approval of funding and licensing from the provincial government, improve existing drainage courses and drainage basins.
- b. Any improvements to drainage courses or basins will be completed when scheduling and budget permit.

3. Maintenance of Licensed Water Courses

- a. Parkland County will maintain any watercourses licensed to Parkland County by the provincial government.
- b. Weed control of drainage easement areas shall be the responsibility of the landowner. If during the course of normal maintenance directed by Parkland County the land is disturbed, the County will spray and maintain the disturbed area for a period of two (2) years after the maintenance is completed.
- c. Parkland County may remove brush and trees within the easement area. Grass growing in the drainage course will not be mowed by the County as part of regular maintenance.

4. Ditch Construction and Maintenance on Private Property

- a. Parkland County will not enter upon private lands to construct or make drainage improvements unless it directly improves the County's ability to maintain its road allowances, licensed watercourses, or other County infrastructure.
- b. Parkland County may enter private lands to make drainage improvements in the event of a disaster or emergency.

5. Private Work Within County Road Allowances

- a. Parkland County may allow private landowners, at their expense, to modify the roadway back-slope in order to better maintain and enhance their property.
- b. A completed application for back slope improvements must be submitted to the Manager of Engineering Services, accompanied by a deposit as set out in the Fees and Charges Schedule C, Engineering Services. The application shall include a detailed drawing showing the complete extent of all proposed work.
- c. Upon review and evaluation of the application, the Manager of Engineering Services will advise the applicant in writing, of refusal or approval of the application. In the case of application refusal, the deposit will be refunded to the applicant twenty (20) days after notification of refusal. In the case of application approval, the deposit will be refunded upon acceptable completion of the construction in accordance with the approval. If the completed works do not meet Parkland County standards, the County or its agents shall be at liberty to use the deposit to complete any outstanding work, and invoice the landowner for any costs over the deposit amount.
- d. Upon approval of the application, the applicant shall have a period of one (1) year to complete all proposed work. If after a period of one (1) year the work has not been completed, the approval becomes void and the deposit will be refunded or used to rectify any incomplete work.
- e. Any work done by the landowner shall not affect the functionality of the roadway or limit the adjacent landowner's ability to maintain it.

- f. The landowner will be fully responsible for a period of two (2) years from the completion date of the work. This includes ensuing ditch blockage, erosion, siltation, grass seeding, weed control, or any other related problems that may develop as a direct result of the landowner's work within the road allowance.
- g. The landowner shall locate all utilities through Alberta One Call before commencing work.
- h. The landowner or its agents will be solely responsible for any and all costs incurred as a result of damage to any utilities within the road allowance, or on private property, resulting from any work performed by them or their agents.
- i. The landowner shall provide Parkland County with signed permission from adjacent landowners for any work to be done in front of the neighbouring properties.
- j. The landowner shall enter into a temporary workspace agreement with the County prior to commencing any work within the road right-of-way.

6. Pumping of Water

- a. Parkland County will not enter private property to pump water from a natural collection area, and/or supply pumps to landowners.
- b. Parkland County may enter private lands for the purposes of pumping water in the event of a disaster or emergency.
- c. Any pumping or diversion of water from private lands must have prior approval from Alberta Environment and Parkland County.

7. Crossings of Creeks or Water Courses

- a. Parkland County will only provide crossings for creeks or licensed watercourses if identified as a condition of the easement. Crossings for new subdivided parcels on property with an existing easement are the responsibility of the landowner, and must be constructed to a standard specified by the County and in accordance with provincial and federal regulations.
- b. Any unauthorized crossings installed by the landowner or his agents within the easement area, and without the prior consent of Parkland County and the applicable government agencies, shall be removed at the landowner's expense.