



PROPERTY ACCESS APPROACH APPLICATION

LAND DEVELOPMENT ENGINEERING
 53109A Hwy 779 Parkland County, AB T7Z 1R1
 T 780.968.8888 TF 1.800.880.0858
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 E LDE@parklandcounty.com

Proposed Approach Location					
Plan		Block		Lot	Subdivision
Meridian <input type="checkbox"/> W4 <input type="checkbox"/> W5	Range	Township	Section	Quarter Section <input type="checkbox"/> PT <input type="checkbox"/> NW <input type="checkbox"/> NE <input type="checkbox"/> SW <input type="checkbox"/> SE	Municipal Address (if applicable)}

Applicant/Landowner Information	
Applicant Name: _____ Mailing Address: _____ City, Prov: _____ Postal Code: _____ Ph: _____ Cell: _____ Email: _____	Registered Owner Name(s): _____ <i>(if different from applicant)</i> Mailing Address: _____ City, Prov: _____ Postal Code: _____ Ph: _____ Cell: _____ Email: _____

Reason for Changing Existing Approach or Requesting New Approach
_____ _____ _____
<input type="checkbox"/> New Approach <input type="checkbox"/> Existing Approach

Applicant & Landowner Authorization		
I hereby make application to construction an approach in accordance with the attached plan, Parkland County Engineering Design Standards (latest version), and at the location shown on the sketch plan on reverse of this form.		
<table style="width: 100%;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">Date of Application</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">Signature of Applicant</td> </tr> </table>	Date of Application	Signature of Applicant
Date of Application	Signature of Applicant	
Proof of Consent (Registered Owner) <div style="text-align: center; border-bottom: 1px solid black; margin-top: 10px;"> Signature of Registered Owner (if different from applicant) </div>		

FOR PARKLAND COUNTY USE ONLY – Application Approval		
APPLICATION NO.: _____		
Date Approved (yyyy-mm-dd)	Name of Parkland County Representative	Signature
SPECIAL PROVISIONS: _____		

FINAL INSPECTION ACCEPTED		
Date Approved (yyyy-mm-dd)	Parkland County Representative	Signature
PAYMENT INFORMATION (Collect Fee + Refundable Deposit)		
Application Type (Select One)	Application Fee	Refundable Deposit*
<input type="checkbox"/> Residential (non-pavement) (Code: PAR/1801)	\$369	\$1,500 (CODE: RDFG/17402)
<input type="checkbox"/> Residential (pavement) (Code: PAR/1801)	\$369	\$3,500 (CODE: RDRP/17402)
<input type="checkbox"/> Commercial (Code: PANR/1801)	\$792	\$7,500 (CODE: RDIC/17402)
<input type="checkbox"/> Field Approach (non-pavement) (Code: PAR/1801)	\$369	\$1,500 (CODE: RDFG/17402)
<input type="checkbox"/> Field Approach (pavement) (Code: PAR/1801)	\$369	\$2,500 (CODE: RDFP/17402)
Application Fee Receipt # _____ Refundable Deposit Receipt # _____		
* Refundable Deposits must be paid by Certified Funds (cash, debit, certified cheque, bank draft, letter of credit)		

The personal information provided by you is being collected under the authority of the *Municipal Government Act* and will be used for the purposes under that Act. The personal information that you provide may be made public, subject to the provisions of the *Freedom of Information and Protection of Privacy Act*. Questions regarding the collection and use of this information may be directed to the Freedom of Information & Protection of Privacy (FOIP) Coordinator, Parkland County, 53109A HWY 779, Parkland County, Alberta T7Z 1R1 (780-968-3229).

Notes:

1. Each parcel of land can have one residential approach for access as per Engineering Policy EN 010. The approach is subject to approval by the County and will be constructed by the owner at their own cost.
2. A non-refundable application fee must be submitted with this application as per [Schedule E.5 of the Fees and Charges](#) approved by Council.
3. This application includes two (2) inspections – original site visit and site inspection. If additional inspections are required, additional fees will be incurred. NOTE: In order for a site visit to occur, the approach must be free and clear of snow and ice (both pavement and culvert must be visible to inspect).
4. A refundable deposit as shown on [Schedule E.5 of the Fees and Charges](#) must accompany the application and will be returned to the applicant following construction approval or if the application is rejected. A larger deposit may be required where special circumstances are involved.
5. Approaches shall be constructed to Policy EN-10 and Parkland County’s Engineering Design Standards drawing 7.12
6. All approaches shall meet or exceed Parkland County Engineering Design Standards.
7. All approach removals shall be completed at the owners cost and the ditch restored to original or better condition by the removal date specified in the Special Provisions. Positive drainage within the ditch must be maintained.
8. The approved application is valid for one (1) year from the date of approval. Approaches not started/ constructed by this date will receive a refund on the refundable amount shown on [Schedule E.5 of the Fees and Charges](#). Applicant will be required to submit a new application if approach not started and refund received.
9. Proposed new approach locations should be inspected prior to construction to verify spacing and sight lines.
10. Applicant to notify Parkland County Land Development Engineering Department when approach is complete and ready for inspection.
11. Applicant to contact Alberta One Call and locate all utilities prior to construction 1-800-242-3447.
12. An address is to be assigned, as required, pursuant to the Civic Addressing Bylaw No. 2015-30 following the final inspection and approval of the approach if part of a subdivision process.

The Sketch Plan should indicate the following:

- Location of proposed Approach, dimensioned from the closest property corner
- Boundaries of the land parcel including dimensions
- All drainage courses
- All roads adjacent to the parcel labeled
- Location of any existing approach(es) (residential, field, or industrial) on both sides of the road
- North arrow for orientation

Please indicate proposed location by placing flagged stakes at both sides of the intended approach if on site meeting with Parkland County representative is not possible.

