

THE RURAL MUNICIPALITY OF WOODLANDS

BY-LAW NO. 2684/17

Being a by-law of the Rural Municipality of Woodlands to establish the Policy and Standards for the Construction of Private Approaches and the Installation of Culverts in Private Approaches in the Rural Municipality of Woodlands.

WHEREAS "The Municipal Act" C.C.S.M. c. M225 provides as follows:

"Section 232(1) A council may pass by-laws for municipal purposes respecting the following matters:

- (e) private works on, over, along or under municipal roads;
- (f) property adjacent to highways or municipal roads, whether the property is publicly or privately owned;
- (h) drains and drainage on private or public property;

Section 232(2) (e)(i) establishing fees, and terms for payment of fees, for inspections, licenses, permits and approvals, including fees related to recovering the costs of regulation."

AND WHEREAS the Council of the Rural Municipality of Woodlands (herein after call the "Municipality") deems it expedient and in the public interest to establish policies, requirements, and standards for the location, construction, materials, workmanship, and other matters in connection with the installation, re-construction, or maintenance of Private Approaches and Culverts in Private Approaches;

NOW THEREFORE the Council of the Rural Municipality of Woodlands, duly assembled, enacts as follows:

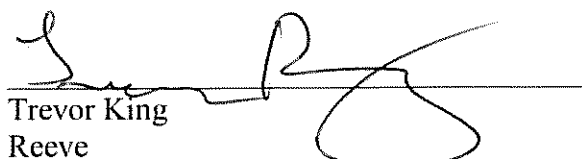
- 1) A landowner desiring to have a private approach built, replaced, relocated or restored including private approaches that do not require a culvert, shall obtain a permit from the Municipality.
- 2) The requirement for a culvert, and the size and type of culvert, shall be determined by the Municipality.
- 3) The location of every approach shall be approved by the Municipality.
- 4) Private approaches shall be constructed and culverts shall be installed in accordance with the Standards set out in Appendix D, hereto attached.
- 5) In Urban Residential areas the standard size of culvert is 9.0 metres in length and up to 450 mm in diameter. If required by the Municipality to accommodate the municipal drainage system a culvert greater than the standard size is required, the additional cost above the standard size shall be borne by the Municipality.
- 6) In all areas other than Urban Residential the standard size culvert is 12.0 metres in length and up to 600 mm diameter. If required by the Municipality to accommodate the municipal drainage system a culvert greater than the standard size is required, the additional cost above the standard size shall be borne by the Municipality.
- 7) Landowners desiring a culvert greater than the standard size for the area must have approval from the Municipality and shall be responsible for all additional costs.
- 8) Landowners who wish to have a crossing relocated shall be responsible for the total costs of the relocation including additional costs for culverts required for municipal drainage that are greater than the standard size for the area.
- 9) Landowners shall be permitted one (1) private approach.
- 10) In the Rural Area Zone landowners wishing to have an additional approach shall apply for approval from Council on form Appendix C. All costs for the additional approach shall be borne by the landowner.

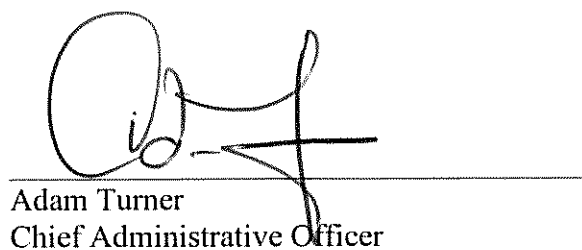
- 11) In areas other than in the Rural Area Zone, landowners wishing to have an additional approach shall apply for approval on Form Appendix C, and:
 - a) Applicants will be required to pay a fee at the time of application. The fee shall be the same as that established for a Variation Order.
 - b) Following receipt of an application, a public hearing will be held in order to receive representations from any persons who wish to make them in respect to the matter.
 - c) The public hearing notice and procedure shall be held in the same manner as for hearings held under The Planning Act for Variation Orders.
 - d) The decision of Council is final and not subject to appeal.
 - e) If approved, all costs for the additional approach shall be borne by the landowner.
- 12) The landowner shall be responsible for the cost of an application for license to construct drainage works as required by Manitoba Conservation.
- 13) Approaches now in existence shall be maintained until deterioration requires reconstruction.
 - a) If a culvert deteriorates due to natural causes, the Municipality shall reconstruct said culvert and costs shall be borne by the Municipality.
 - b) If a culvert is damaged due to negligence, the Municipality shall reconstruct said culvert and the landowner shall be responsible for any costs incurred.
 - c) If a culvert requires replacement or restoration, the Municipality shall reconstruct or repair to municipal minimum private approach standards.
 - d) If landowners pave, or in any way improve or decorate approaches and/or culverts, the Municipality will not replace and/or restore, or in any way compensate for the paving, improvement or decoration.
- 14) Construction of private approaches and installation of culverts shall be inspected by the Municipality.
- 15) Appropriate approvals shall be obtained from all applicable government authorities (e.g.: Conservation, Department of Highways, and the Municipality).
- 16) The landowner must apply for clearances from utilities (e.g. MTS, and Manitoba Hydro) prior to work commencing. Copies of clearances must be forwarded to the Municipal Office and included with the application.
- 17) If a private approach and/or culvert is installed without a Permit from the Municipality, the landowner will be instructed to remove said approach and/or culvert within seven (7) days.
- 18) Failure to remove the unauthorized approach and/or culvert within seven (7) days will result in the Municipality removing said approach and/or culvert. All costs incurred shall be charged to the landowner.
- 19) In the event of an emergency, the Municipality shall remove the unauthorized approach and/or culvert without notice and all costs incurred shall be charged to the landowner.
- 20) Any person violating any provision of this By-law shall:
 - a) be liable to the Rural Municipality of Woodlands for any expense suffered by the Municipality as a result of the violation; and
 - b) if a person is in default of effecting the repairs, the Rural Municipality of Woodlands may effect the repairs and charge the cost thereof to the landowner.
- 21) Any amount of expenses or costs due the Municipality in default from a landowner, may be added to the landowner's tax Roll and collected in the identical manner as ordinary taxes.
- 22) That Appendix "A", hereto attached shall be the procedure of administration for the purposes of this by-law.

- 23) That Appendix "B", hereto attached shall be the form prescribed by the Council of the Rural Municipality of Woodlands as the "Application/Permit for Private Approach & Installation of Culvert in Private Approach".
- 24) That Appendix "C", hereto attached shall be the form prescribed by the Council of the Rural Municipality of Woodlands to apply for more than one approach.
- 25) That Appendix "D", hereto attached shall be the "Standards for the Construction of Private Approaches and the Installation of Culverts in Private Approaches in the Rural Municipality of Woodlands".
- 26) That By-law No. 2679/17 is hereby repealed upon final passage of this by-law.

DONE AND PASSED in Council assembled at the Council Chamber of the Rural Municipality of Woodlands at Woodlands, in the Province of Manitoba, this 21 day of JUNE, 2017.

Rural Municipality of Woodlands


Trevor King
Reeve


Adam Turner
Chief Administrative Officer

Read a first time this 13 day of JUNE, 2017.

Read a second time this 21 day of JUNE, 2017.

Read a third time this 21 day of JUNE, 2017.

THE RURAL MUNICIPALITY OF WOODLANDS

APPENDIX "A" TO BY-LAW NO. 2684/17

ADMINISTRATION

- 1) The application to have a private approach built, replaced, or relocated shall be completed and passed on to the Public Works Foreman.
- 2) The landowner shall clearly mark the centre of where the proposed culvert is to be located.
- 3) The Public Works Foreman or designate will inspect the site to approve the location and determine the installation requirements for the site.
- 4) The Public Works Foreman will authorize the application and appropriate payment shall be received for the permit.
- 5) The Public Works Foreman will inspect the site during construction and at completion.
- 6) Upon completion of the work, the Public Works Foreman or designate shall so note on the application and forward same to the Administration Office.

THE RURAL MUNICIPALITY OF WOODLANDS

APPENDIX "B" TO BY-LAW NO. 2684 /17

APPLICATION/PERMIT FOR PRIVATE APPROACH
& INSTALLATION OF CULVERT IN PRIVATE APPROACH

New Approach	<input type="checkbox"/>	Urban Residential		Rural Residential		Farm		Other	
Relocation of Existing Approach	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
Widen Existing Approach	<input type="checkbox"/>								
Secondary Approach	<input type="checkbox"/>								

1.	Urban/Residential:	HD Poly	450mm x 9.0M (29.5')		=	\$ _____
2.	Farm, Rural Residential	Steel	450mm x 12M (39.3')	@ \$ _____ /M	=	\$ _____
3.	Farm, Rural Residential	Steel	600mm x 12M (39.3')	@ \$ _____ /M	=	\$ _____
4.	Other		_____ mm x _____ M	@ _____ /M	=	\$ _____
				5% GST	=	\$ _____
5.	License to construct drainage works (Manitoba Conservation)			@ \$ _____	=	\$ _____
6.	Approach only, no culvert required				=	\$ _____
					Total	\$ _____

APPLICANT NAME: _____

MAILING ADDRESS: _____ POSTAL CODE: _____

TELEPHONE: _____ FAX: _____ E MAIL: _____

ROLL No. : _____ LOCATION OF PRIVATE APPROACH (ROAD NUMBER ADDRESS): _____

PLEASE PROVIDE A SKETCH ON REVERSE SIDE

THE APPLICANT AGREES TO PAY THE AMOUNT OF \$ _____ FOR THE PRIVATE APPROACH.

DATE OF APPLICATION: _____

PRINT NAME OF REGISTERED OWNER/APPLICANT _____

SIGNATURE OF REGISTERED OWNER/APPLICANT _____

APPROVALS:

COUNCIL: Required _____ Not Required _____ Resolution Number _____

CONSERVATION: Required _____ Not Required _____ License Number _____

WOODLANDS MUNICIPALITY: Approved: _____ Denied: _____ Date: _____

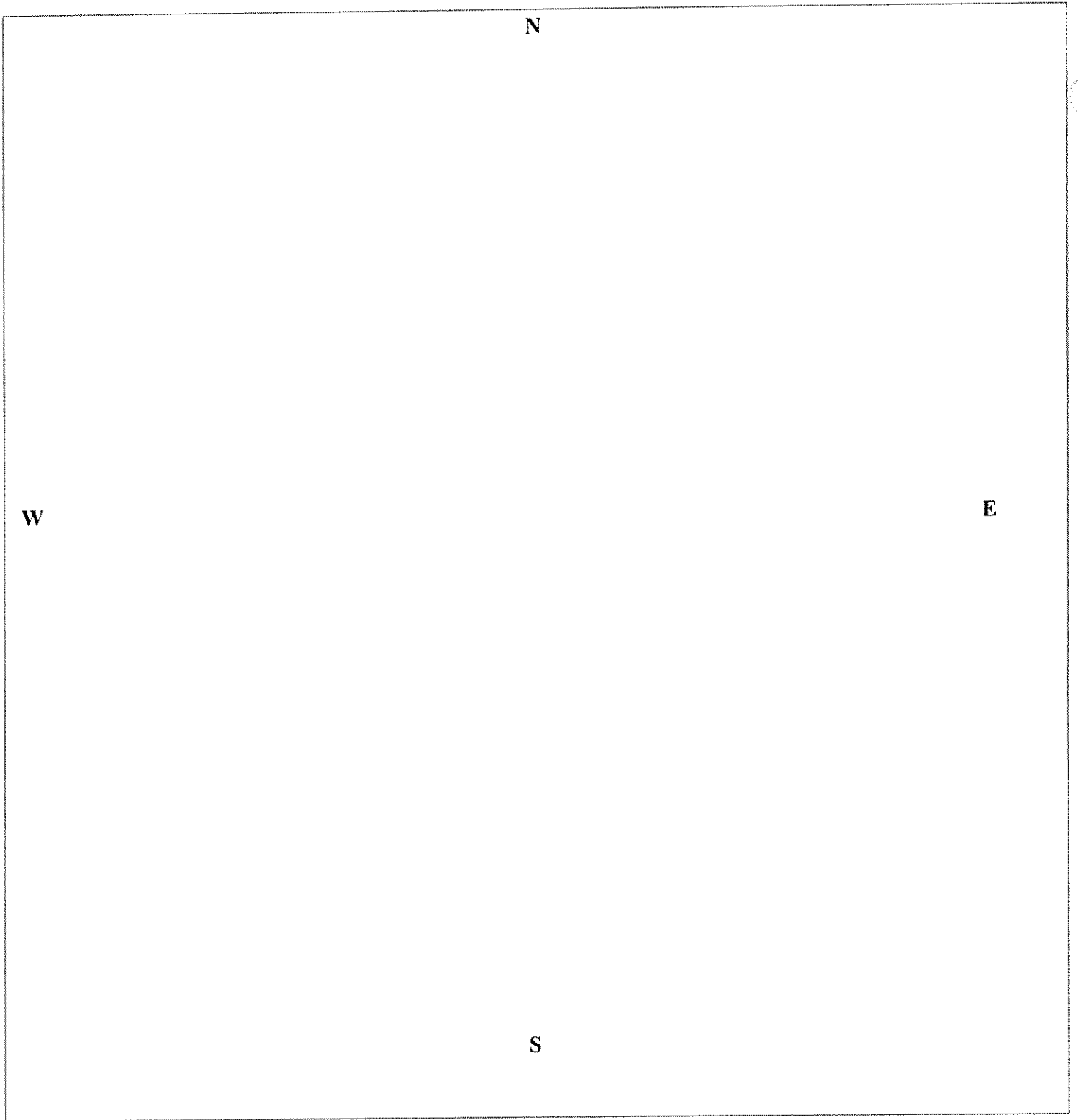
Authorized Signature: _____

DATE OF COMPLETION: _____

INSPECTION BY MUNICIPAL EMPLOYEE: _____ (NAME & POSITION)

If required, By-law No. 2684/17 can be viewed in its entirety at the Municipal Office.

Sketch:



RURAL MUNICIPALITY OF WOODLANDS
APPLICATION FOR MORE THAN ONE APPROACH

Rural Area Zone

In a Zone other than the Rural Area Zone

OWNER: _____

FILE NO. _____

APPLICANT: _____

ROLL NO. _____

LEGAL DESCRIPTION OF PROPERTY: _____

LOCATION OF PROPERTY: _____

PLEASE INCLUDE THE FOLLOWING, AS INDICATED:

Site Plan

Other: _____

APPLICABLE DOCUMENT(S):

R.M. of Woodlands Private Approaches and Installation of Culverts in Private Approaches By-Law No. 2684/17

REASONS IN SUPPORT: _____

I undertake to observe and perform all provisions of *By-Law No.* _____ and any conditions imposed by Council of the Rural Municipality of Woodlands related to this application.

Signature of Owner _____

Date: _____

Address: _____

Phone: _____

Signature of Applicant _____

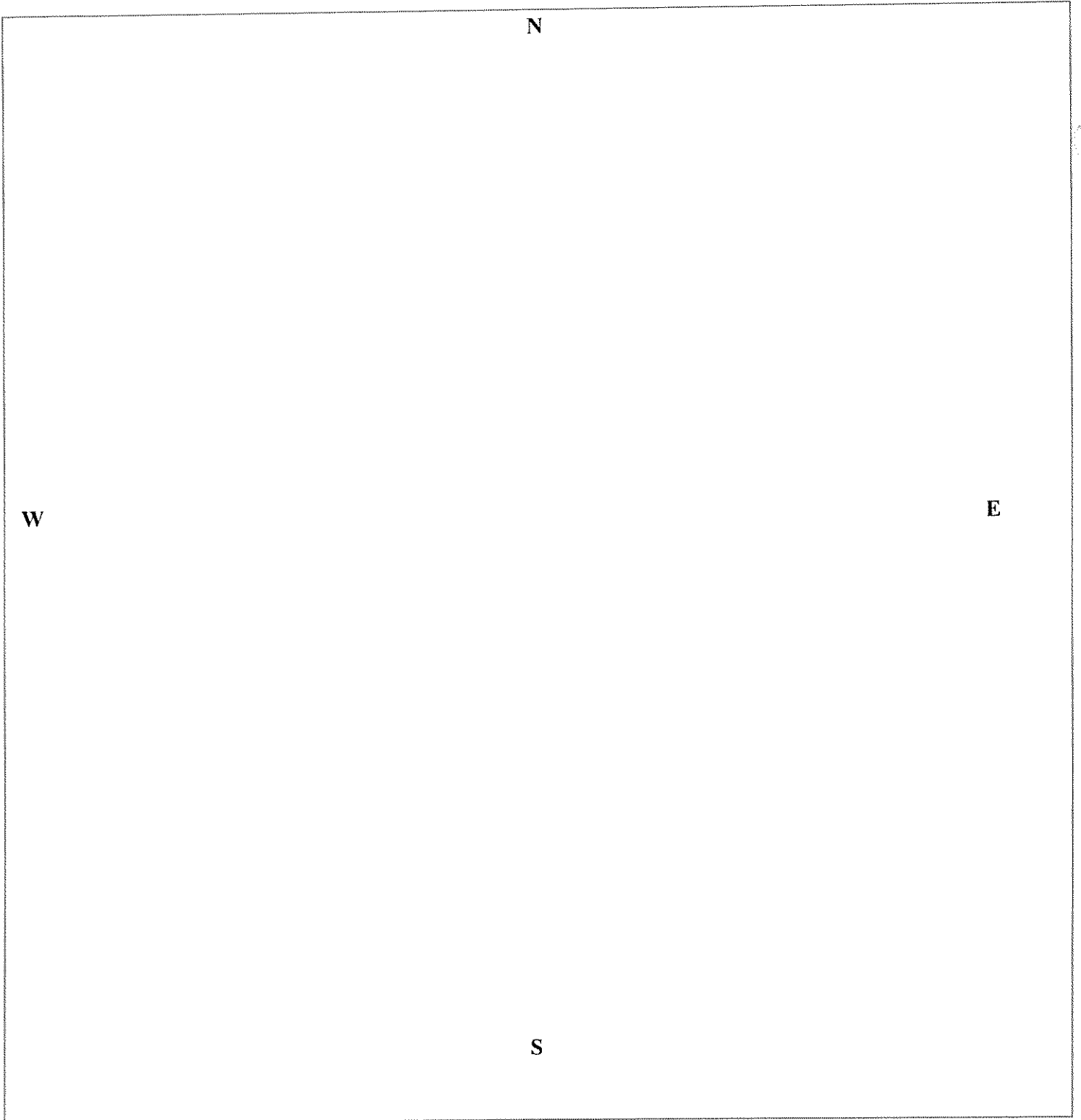
Date: _____

Address: _____

Phone: _____

Application Received By: _____	Date: _____
Application/Administration Fee: _____	Receipt #: _____

Sketch:



THE RURAL MUNICIPALITY OF WOODLANDS

APPENDIX "D" TO BY-LAW NO. 2684/17

STANDARDS FOR APPROACH AND CULVERT INSTALLATION

- a) Subject to specifications from the Municipality, drainage culverts shall comply with CAN/CSA – G401 corrugated metal pipe (CMP), minimum 16 gauge (1.6 mm total thickness), coated with 2 ounce Zinc per square foot (610 g/m²); joined with annular corrugated couplers.
- b) Subject to specifications from the Municipality drainage culverts for Urban/Residential crossings may be constructed of high density polyethylene pipe (HDPE) complying with CSA B182.8 of minimum 260 kPa stiffness, joined with molded fittings or adapters.
- c) Drainage ditches shall be graded at a slope of 0.10% or greater. Side slopes shall be no steeper than 3 horizontal : 1 vertical. Ditch bottoms shall be at least 1 metre wide.
- d) The private approach must be constructed of clay backfill, or 19mm crushed gravel, sufficiently compacted, with a minimum of 100mm of limestone or gravel finish. Frozen materials should not be used.
- e) No part of the crossing shall be higher than the road.
- f) Maximum slopes on the sides of the crossing to be 3 horizontal : 1 vertical.
- g) Location of all culverts (urban or rural) shall be approved by the Municipality.
- h) In urban areas, unless otherwise approved by the Municipality side yard distance to culvert ends shall be a minimum of 2 metres away from a boundary made by straight line continuation of the property lines to the road.
- i) In developments where ownership of "Services" have not yet been transferred to the Municipality the grade for the culvert shall be obtained from the Developer.
- j) Invert of the culvert to be installed 25 mm for corrugated metal pipe, and 50 mm for high density polyethylene pipe, below proposed ditch bottom elevation.
- k) In **Urban Areas** (and in other areas if so specified by the Municipality) culverts shall be installed with 100mm compacted gravel bedding below Y as specified and illustrated on RM of Woodlands Typical Approach Detail forming part of this Appendix D.

General Notes:

All construction must conform to applicable laws and regulations. Permits must be acquired prior to commencing work.

It is the contractor's responsibility to confirm all utility locations prior to commencing any construction.

Material Specifications:

Bedding shall meet the following:
19mm crushed gravel

Acceptable backfill material includes:
Clay
19mm crushed limestone

Capping for side slopes shall be impervious clay material.

Construction Details:

Contractor to stake grades, then call for RM inspection at 204 383 5679 a minimum of 48 hours prior to commencing work, except on new developments where services are not transferred to Municipality, in which case call the Developer.

Over-excavate by Y for installation of bedding below the design culvert invert:
• Y = 25 mm for corrugated metal pipe
• Y = 50 mm for high density polyethylene pipe

For any over-excavations, install bedding to underside of design culvert invert. Compact to 98% standard proctor density using backhoe bucket or vibratory packer. Confirm compaction by proof-rolling. A maximum of 19mm thick sand may be used on top of bedding as a leveling course.

Install culvert at the design grade.

Install bedding in 150mm lifts to half-way up the culvert, compacting each lift to 98% standard proctor density.

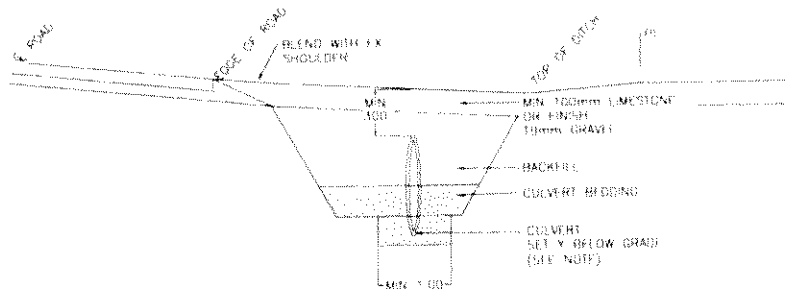
Fill with backfill to underside of driveway finish material, compacting each 150 mm lift to 98% standard proctor density.

Side slopes are to be capped and sloped a min of 1b:3v.

Culvert ends to be left blunt and protruding 300mm from the end of the embankment.

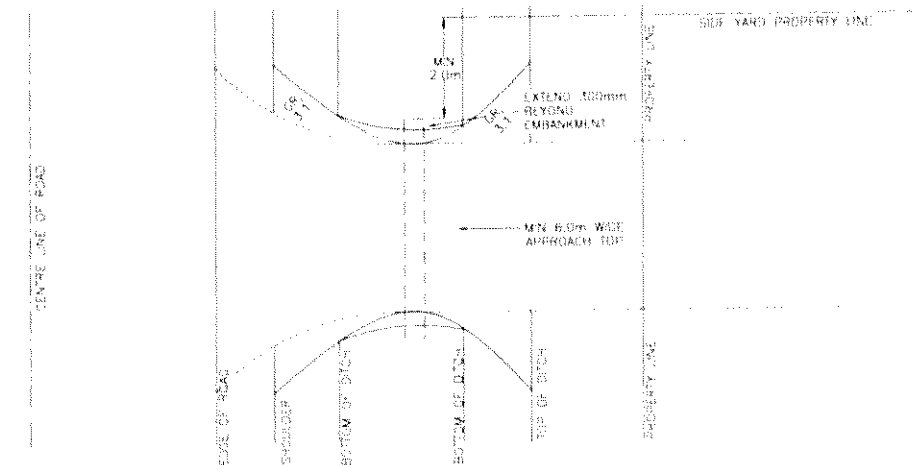
APPROACH CROSS SECTION DETAIL

HT2



APPROACH PLAN VIEW

HT3



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RM OF WOODLANDS

TYPICAL APPROACH DETAIL

SHEET 1 OF 1
R.M. OF WOODLANDS
LAND DEVELOPMENT
DEPT. 001
DRAWING NUMBER