



APPROACH APPLICATION

If you are planning on constructing an approach to access your property across a municipal road allowance, you will need to receive approach approval from the municipality prior to the construction of the approach. The proposed location will be inspected by the municipality to ensure proper drainage and safety. All proposed approaches must be staked prior to inspection.

FEES:

APPLICATION FEE	
Application Fee	\$100.00 (+ gst)
DEPOSIT FEE	
Agricultural and Residential Use Approaches	\$500.00
Commercial and Industrial Use Approaches	\$1000.00

Permit and Deposit Information:

- The deposit will be refunded to the applicant at the time the approach has been deemed completed by the Municipal Operations Manager.
- If the permit expires and no work has been completed, the municipality will refund the deposit less a \$100.00 administration fee.
- If the approach approval permit is canceled prior to the expiry of the approach permit, the applicant will receive 100% refund of the deposit.
- The approach approval permit is valid for 12 months from the date of approval. One 6 month extension will be granted if written notice is given prior to the expiry of the approach approval permit.

A survey plan may be required at the expense of the applicant if the approach is located within 30 metres of a side yard property line.

The applicant is 100% responsible for the work and cost associated with the construction of the approach including the purchase of a culvert, as approved by the municipality prior to the commencement of construction.

- The applicant shall choose how the approach will be constructed:
 - All work and cost associated with construction of the approach is to be performed by the applicant, as approved by the Development Services Officer, or;
 - The applicant requests to receive an estimate of the cost to construct the approach to be paid by the applicant, and construction to be performed by the municipality.
 - The Operations Manager shall approve the municipality completing the work prior to a permit issued.
 - Council shall approved the estimate for the construction of the approach prior to a permit being issued.

CONSTRUCTION STANDARDS:

Approach Type	Residential	Agricultural Commercial, Industrial and Oilfield	Hamlet and Multi – Lot Subdivisions
Minimum Top Width	4 metres	8.5 metres	4.0 metres
Maximum Top Width	7.5 metres	N/A	N/A
Side Slope	3:1 - 5:1	3:1 - 5:1	3:1 - 5:1 (if required)
Distance from Nearest Approach	30 metres	30 metres	1.5 metres from the property side yard
Distance from Nearest Intersection, Bridge and Railway	30 metres	30 metres	30 metres
Minimum Culvert Size	500mm	500mm	500mm (if required)

The applicant is responsible for meeting the standards of policy TS-013



IN OFFICE USE:	
Date Received	
Permit No.	
Tax Roll No.	
Fee / Receipt	
Deposit	

Road Approach Application

1. Applicant Information:

Applicant: _____

Mailing Address: _____

Phone: _____

Email: _____

2. Legal Land Description:

_____ ¼ Section Section _____ Township _____ Range _____ W3

Parcel _____ Lot _____ Block _____ LSD _____

Registered Plan No. _____

3. Approach Use:

- ☐ Residential Approach
- ☐ Agriculture/ Commercial / Industrial Approach (including oilfield)
- ☐ Hamlet or Multi – lot Subdivision
- ☐ Other (Specify) _____

4. Type of Approach Request:

- ☐ New Approach
- ☐ Work on Existing Approach
- ☐ Approach Widening
- ☐ Approach Reclamation

5. Road Top Materials to be Used:

- ☐ Gravel
- ☐ Asphalt
- ☐ Concrete

Other (Specify) _____

6. Type of Construction Proposed:

- ☐ All work and cost associated with the construction of the approach will be performed by the applicant, as approved by the municipality prior to commencement of construction.
- ☐ The applicant requests to receive an estimate for the cost of the work that is to be paid in full by the applicant, and performed by the municipality prior to commencement of construction.

6. Site Drawing:

Please provide a detailed diagram of location of the new approach, including location of flags/stakes. Google Map with indicators or site plan will be acceptable. **Location must be staked or flagged.**

A full-page sheet of white graph paper featuring a uniform grid of thin black lines. The grid consists of 20 columns and 20 rows, creating a total of 400 small squares. There are no margins, text, or other markings on the page.

Indicate distance (m) from adjacent properties and road names and any other distinguishing features (ie: house, trees, water, utility lines etc.)

Approval to construct a driveway or approach will be granted by the municipality provided the following conditions are met:

1. I, _____, agree to comply with the **Policy TS-013** of the Rural Municipality of Britannia no. 502 in respect to approach development and acknowledge that it is my responsibility to ensure compliance with the policy and bylaws of the municipality and applicable acts and regulations regardless of any review of drawings or inspections that may or may not be carried out by a municipal authority.
2. I, _____, agree to indemnify and save harmless the Rural Municipality of Britannia No. 502 from and against all loss, costs, charges, damages (including damages to the Rural Municipality of Britannia No. 502), and expenses which Rural Municipality of Britannia may suffer or sustain as a result of operations by developing an approach on the subject land.
3. The applicant will absorb the cost to ensure the proper drainage structure (ie. grates, swales, culverts etc.) is put in place as part of this application in order not to alter or impede the natural flow of water. The culvert will be of _____mm diameter size to ensure proper drainage. The drainage structure required will be sufficient in size and material to ensure proper drainage and must be approved by the municipal engineer and/or Operations Manager.
4. I, _____ understand that all work and cost associated with the construction of the approach will be performed by me, as approved by the municipality prior to commencement of construction.
5. The municipality shall be informed by the applicant upon completion of the approach and shall be subject to inspection by the municipality. Any deficiencies identified by the municipality in the construction of the approach shall be corrected by the applicant. If the approach does not meet the municipalities standards, the municipality will have cause to take the necessary actions to ensure the applicants approach meets the standard with all costs being assigned to the applicant.
6. The approach must be surfaced with the same material as the adjacent road that it is connected with. (ie) gravel, asphalt.
7. That any engineered designed drainage is not compromised.
8. The storage of all vehicles and development is prohibited on approaches.
9. Texas Gates must be located on private property.
10. The ditch shall be free of excess material and rock upon completion of approach construction.

The above terms are hereby agreed to by _____
Applicant Signature Date

A completed application form and \$100 + gst application fee along with the specified deposit must be submitted to the Municipal Office 4824 – 47 Street Lloydminster, SK BEFORE the application can be processed.

OFFICE USE:

Site Inspection Prior to Construction:

Culvert Size Required: _____ Ditch Slope: _____

Comments: _____

Site Inspected by Municipal Authority Date (dd/mm/yy)

- Decision:
- ☐ APPROVED
 - ☐ DENIED

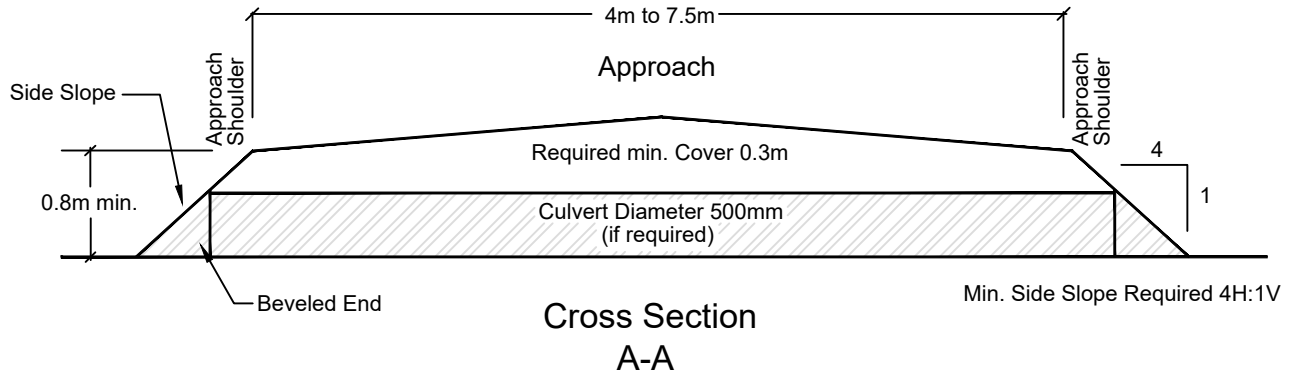
Site Inspection after Completion

- ☐ No further work is required
- ☐ Does not meet municipal standards

Site Inspected by Municipal Authority Date (dd/mm/yy)

Schedule "B"

RESIDENTIAL APPROACH CONSTRUCTION SPECIFICATIONS



Sample Culvert Length Calculation

W = Width of Approach

H = Height of Approach

D = Diameter of CSP Culvert

L = Length of Culvert Required

$$L = W + 8(H - D)$$

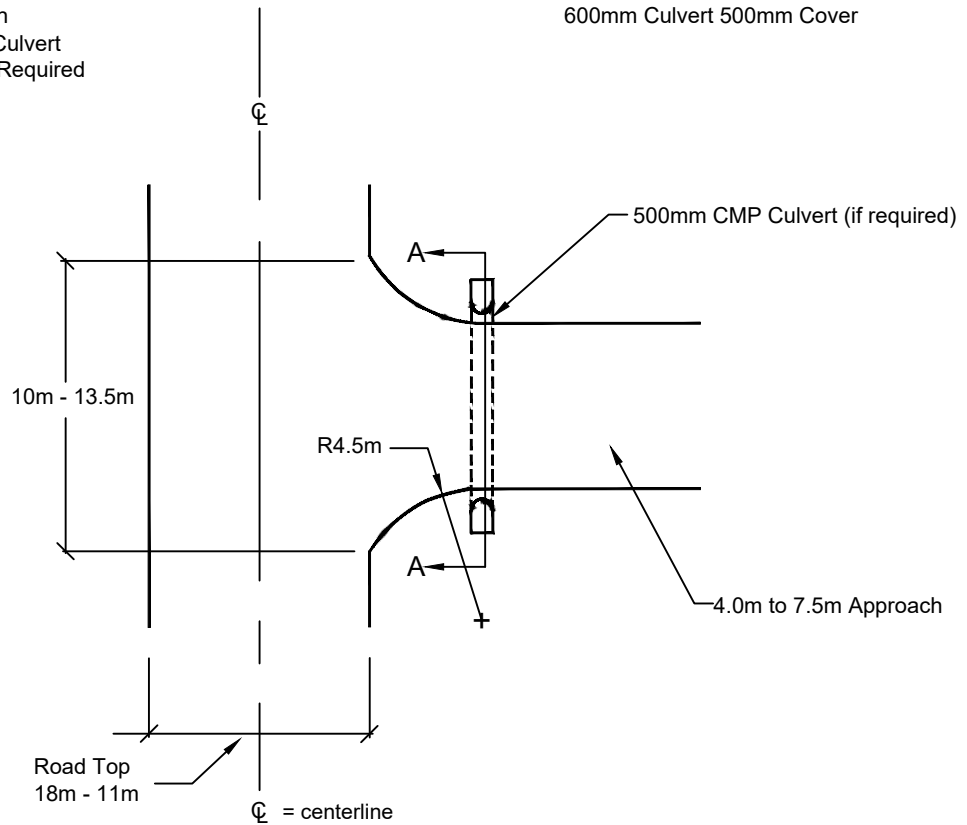
$$L = 4 + 8(0.8 - 0.5)$$

$$L = 6.4\text{m}$$

Min. Ground Cover for Culverts Size

500mm Culvert 300mm Cover

600mm Culvert 500mm Cover



RM of Britannia No. 502
4824 - 47 Street
Lloydminster, Saskatchewan
S9V 0Y7

Phone: 306-825-2610
www.rmbritannia.com

Residential Approach

3 of 4

DRAWN

MDG

SCALE

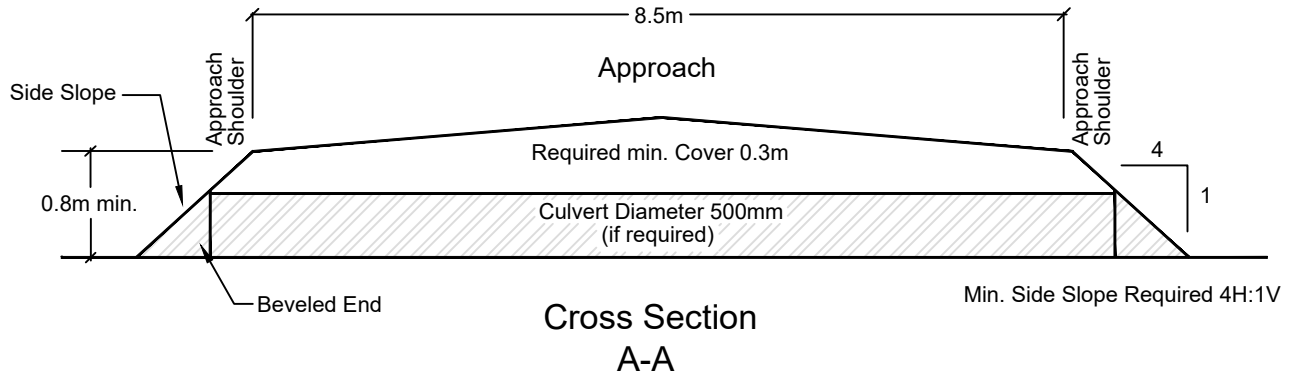
N.T.S

DATE

January 2023

Schedule "C"

AGRICULTURAL, COMMERCIAL, INDUSTRIAL and OILFIELD APPROACH CONSTRUCTION SPECIFICATIONS



Sample Culvert Length Calculation

W = Width of Approach

H = Height of Approach

D = Diameter of CSP Culvert

L = Length of Culvert Required

$$L = W + 8(H - D)$$

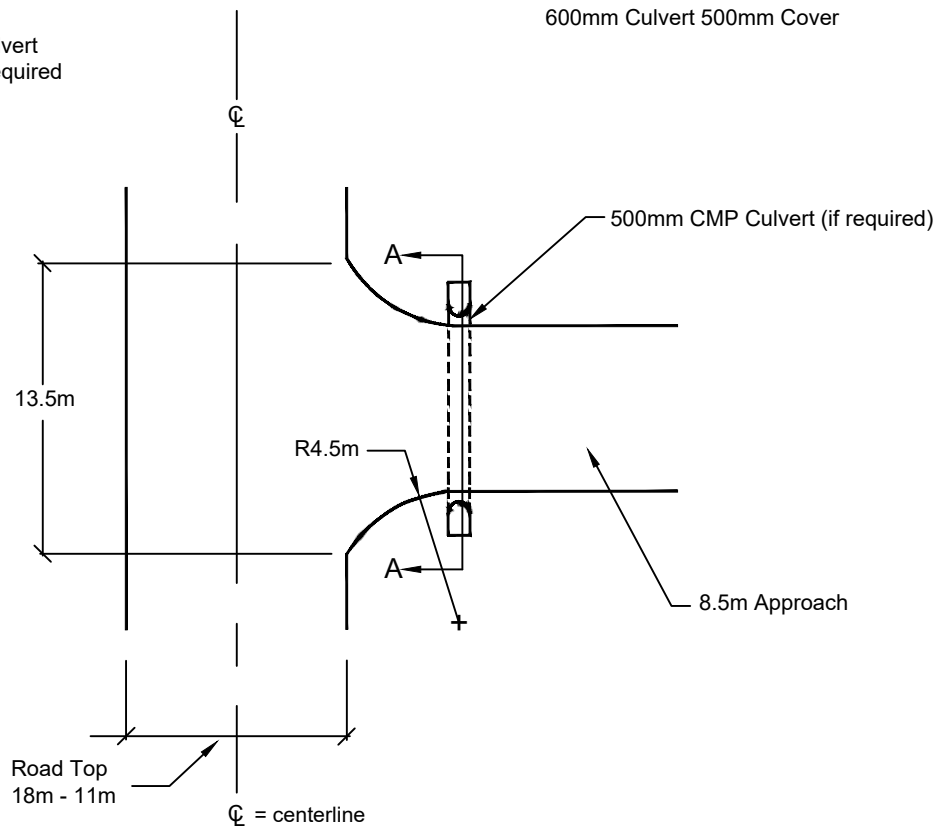
$$L = 8.5 + 8(0.8 - 0.5)$$

$$L = 10.9\text{m}$$

Min. Ground Cover for Culverts Size

500mm Culvert 300mm Cover

600mm Culvert 500mm Cover



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Agricultural, Commercial, Industrial
and
Oilfield Approach

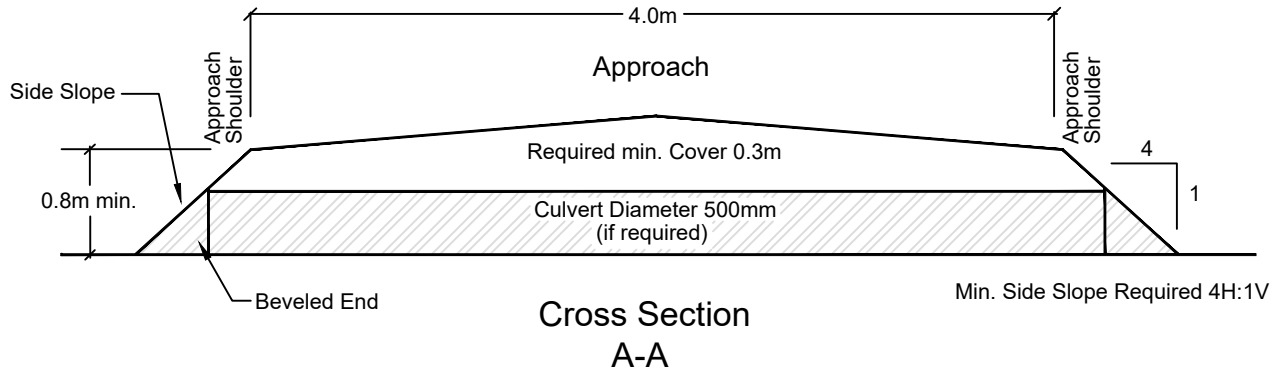
2 of 4

DRAWN
MDG

SCALE
N.T.S

DATE
January 2023

Schedule "D" **HAMLET and MULTI-LOT SUBDIVISIONS** **APPROACH CONSTRUCTION SPECIFICATIONS**



Sample Culvert Length Calculation

W = Width of Approach
H = Height of Approach
D = Diameter of CSP Culvert
L = Length of Culvert Required

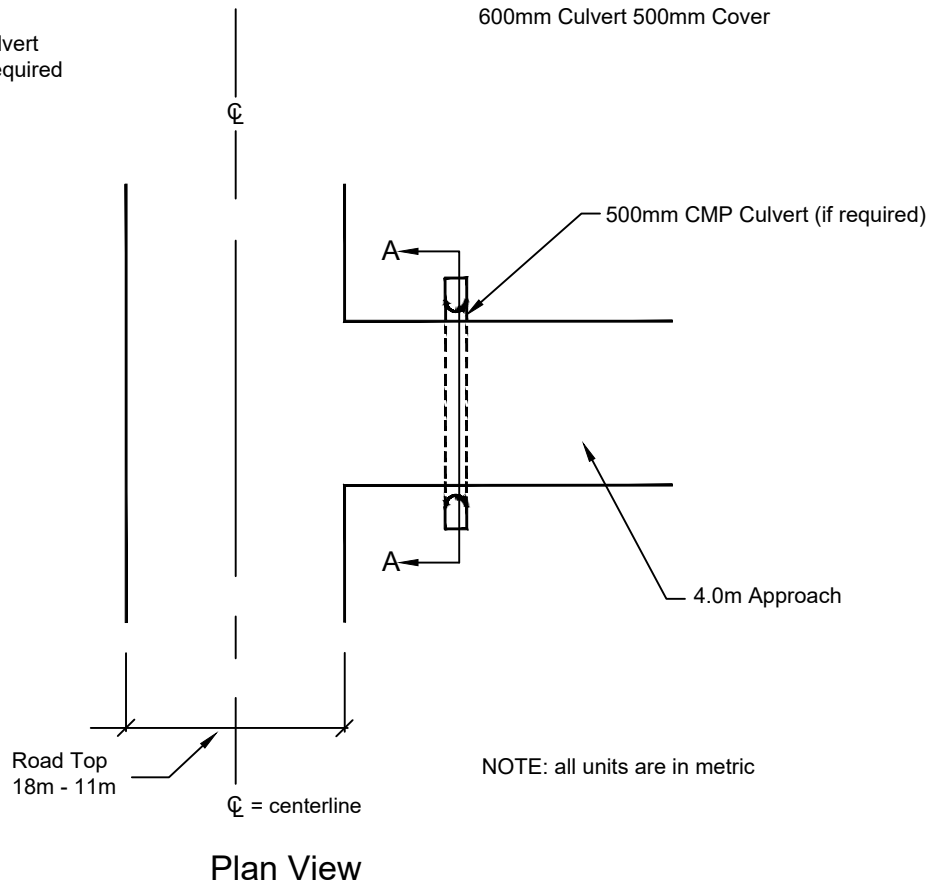
$$L = W + 8(H - D)$$

$$L = 4.0 + 8(0.8 - 0.5)$$

$$L = 6.4\text{m}$$

Min. Ground Cover for Culverts Size

500mm Culvert 300mm Cover
600mm Culvert 500mm Cover



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Hamlet, and Multi-Lot Subdivision Approach

1 of 4

DRAWN

MDG

SCALE

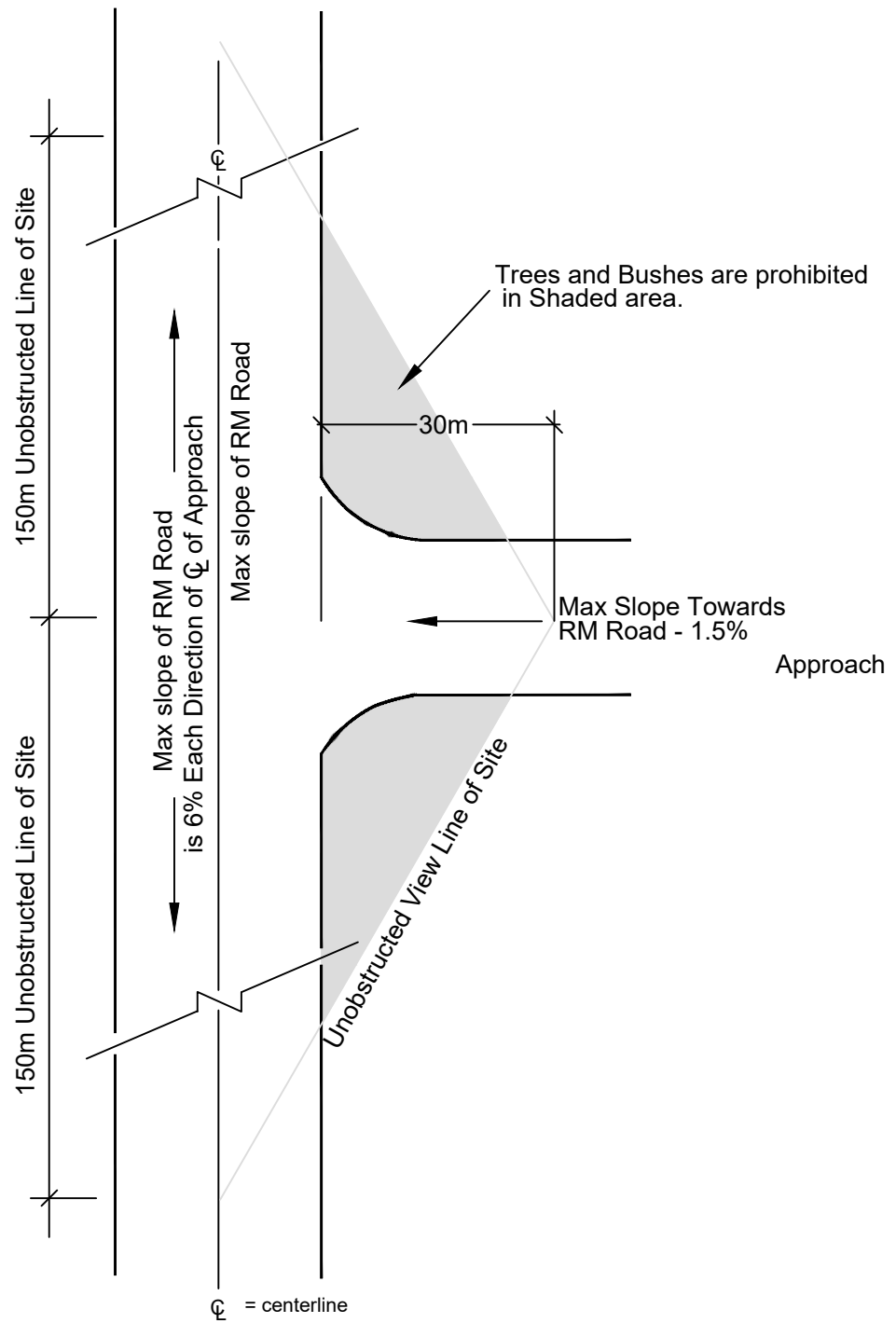
N.T.S

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January 2023

Schedule "E"

SIGHTLINE REQUIREMENTS



Plan View



RM of Britannia No. 502
4824 - 47 Street
lloydminster, Saskatchewan
S9V 0Y7
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Site Lines

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MDG

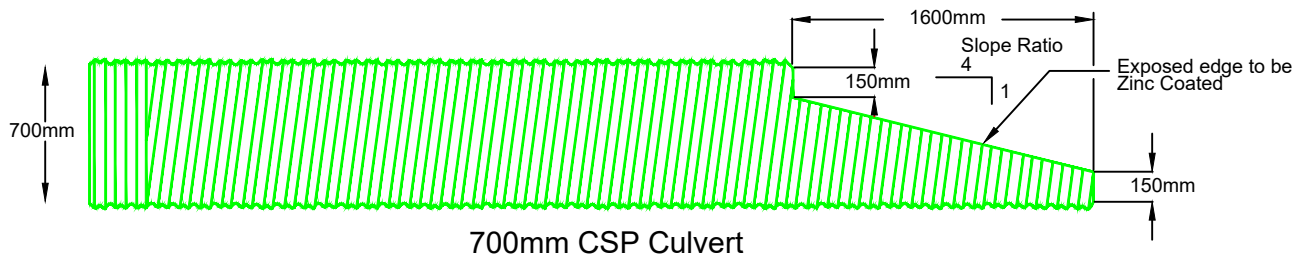
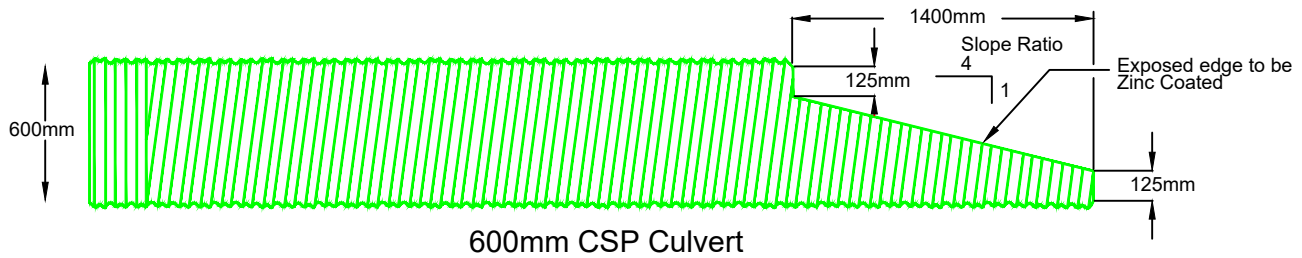
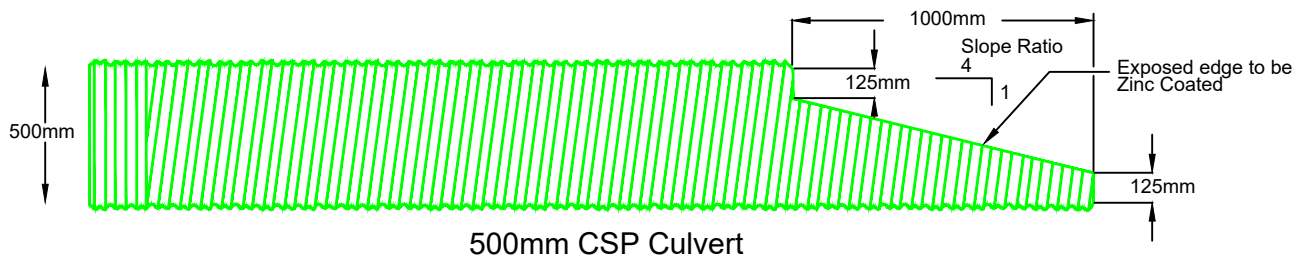
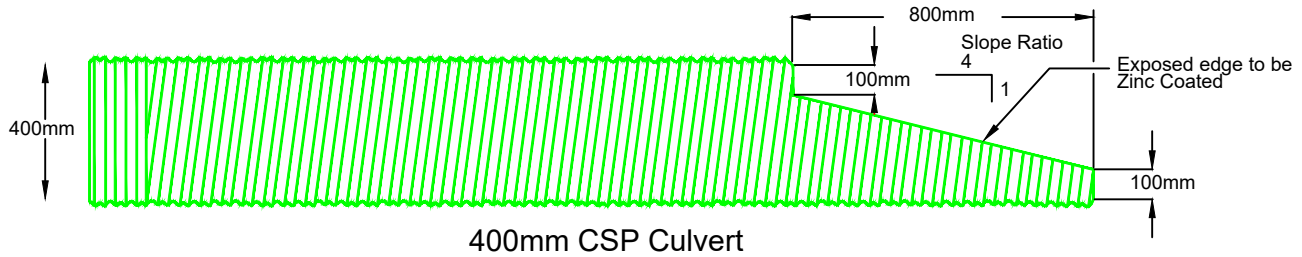
SCALE
N.T.S

DATE
January 2023

Schedule "F"

BEVELED EDGE CUTTING CHART FOR C.S.P ROUND CULVERTS

4H:1V



Profile View



RM of Britannia No. 502
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lloydminster, Saskatchewan
S9V 0Y7
Phone: 306-825-2610
www.rmbritannia.com

Culvert Beveled End

DRAWN

MDG

SCALE

N.T.S

DATE

January 2023