

THE RURAL MUNICIPALITY OF WOODLANDS

BY-LAW NO. 2791/24

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:

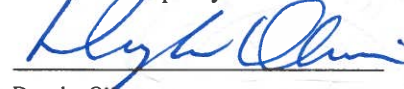
- 1) A landowner desiring to have a private approach built, replaced, relocated, widened or restored including private approaches that do not require a culvert, shall obtain a permit from the Municipality.
- 2) The requirement for a culvert, and the size and type of culvert, shall be determined by the 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 C, hereto attached. 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.
- 5) In all areas other than Urban Residential the standard size culvert is 12.0 metres in length and up to 600 mm diameter or 18.0 metres in length and up to 600 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) 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.
- 7) 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.
- 8) Landowners shall be permitted one (1) private approach.

- 9) In the Rural Area Zone landowners wishing to have an additional approach shall apply for approval via resolution from Council on form Appendix B. All costs for the additional approach shall be borne by the landowner.
- 10) In the Industrial General Zone, Commercial General Zone, and Commercial Highway Zone, landowners wishing to have an additional approach shall apply for approval via resolution from Council on form Appendix B. All costs for the additional approach shall be borne by the landowner.
- 11) In areas other than in the Rural Area Zone, Industrial General Zone, Commercial General Zone or Commercial Highway Zone, landowners wishing to have an additional approach shall apply for approval on Form Appendix B, 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 registration and/or 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. The Municipality shall not be liable for any damages made to said improvements/decorations, or any costs incurred.
 - e) Any improvement or decoration made by landowners to approaches and/or culverts must not interfere with Municipal drainage and/or infrastructure. It will be at the Municipality's discretion if the improvement or decoration is impeding the drainage and/or infrastructure.
- 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. The RM of Woodlands accepts no responsibility or liability in respect to obtaining utility clearances.
- 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 affect 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 form prescribed by the Council of the Rural Municipality of Woodlands as the "Application/Permit for Private Approach & Installation of Culvert in Private Approach".
- 23) That Appendix "B", hereto attached shall be the form prescribed by the Council of the Rural Municipality of Woodlands to apply for more than one approach.
- 24) That Appendix "C", 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".
- 25) That By-law No. 2776/23 and 2684/17 are 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 12th day of March, 2024.

Rural Municipality of Woodlands



Douglas Oliver

Reeve



Kaitlyn Griffith

Chief Administrative Officer

Read a first time this 27th day of February 2024
Read a second time this 27th day of February, 2024
Read a third time this 12th day of March, 2024

THE RURAL MUNICIPALITY OF WOODLANDS -APPENDIX "A" TO BY-LAW NO. 2791/24

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

Part I (to be completed by the Landowner/Applicant)

In accordance with By-law 2791/24, all applications shall be subject to the approval of the RM of Woodlands.

Application Date: _____

Applicant Name: _____

Phone Number: _____

Landowner Name: _____

Phone Number: _____

Mailing Address: _____

Postal Code: _____

Roll No.: _____

Email Address: _____

Location of Private Approach: _____

Legal Description: _____ **Please provide a sketch of location in the space provided**

Type of approach/work (Please check):

New Approach

Relocation of Existing Approach

Widen Existing Approach

Secondary Approach

(Must first submit Appendix B)

Urban Residential

Rural Residential

Farm

Other _____

Part II (to be completed by the RM of Woodlands after part I has been completed)

Approvals:

Council: Required Not Required Resolution Number: _____

Culvert Requirements

None – approach only

Municipal Comments: _____

Length of Culvert (metres): _____

Diameter of Culvert (mm): _____

Material of Culvert: Steel HD Poly

RM of Woodlands Public Works Foreman: Approved Date: _____

Cost of Culvert and Additional Fees:

1. Urban Residential: HD Poly 450mm x 9.0M (29.5') @ _____ /M = \$ _____
2. Farm, Rural Residential: Steel 450mm x 12.0M (39.3') @ _____ /M = \$ _____
 Steel 600mm x 12.0M (39.3') @ _____ /M = \$ _____
 Steel 450mm x 18.0M (59.1') @ _____ /M = \$ _____
 Steel 600mm x 18.0M (59.1') @ _____ /M = \$ _____
3. Other _____ mm (x) _____ M @ _____ /M = \$ _____
 5% GST = \$ _____
4. MB Conservation: Registration @ _____ = \$ _____
 License @ _____ = \$ _____
5. Approach Only Permit Fee (no culvert required) @ _____ = \$ _____

Total Payment Required by Applicant: = \$

Part III (to be completed by the Applicant and Municipality after Part II has been completed)

I, _____, Applicant, agree to install the culvert as per RM of Woodlands By-Law No. 2791/24, and agree to make payment in full prior to the commencement of the approved work.

Applicant

Municipal Employee

Date of Authorization

Part IV (to be completed by the RM of Woodlands Public Works after Part III has been completed)

****A MINIMUM 24-HOUR NOTICE IS REQUIRED PRIOR TO FINAL INSPECTION, OR ANY OTHER INSPECTION REQUESTED DURING CONSTRUCTION. APPLICANTS TO CALL THE RM OF WOODLANDS PUBLIC WORKS OFFICE AT 204-383-5651****

Conservation: Registration License File Number: _____

Date of Final Inspection: _____ Approved:

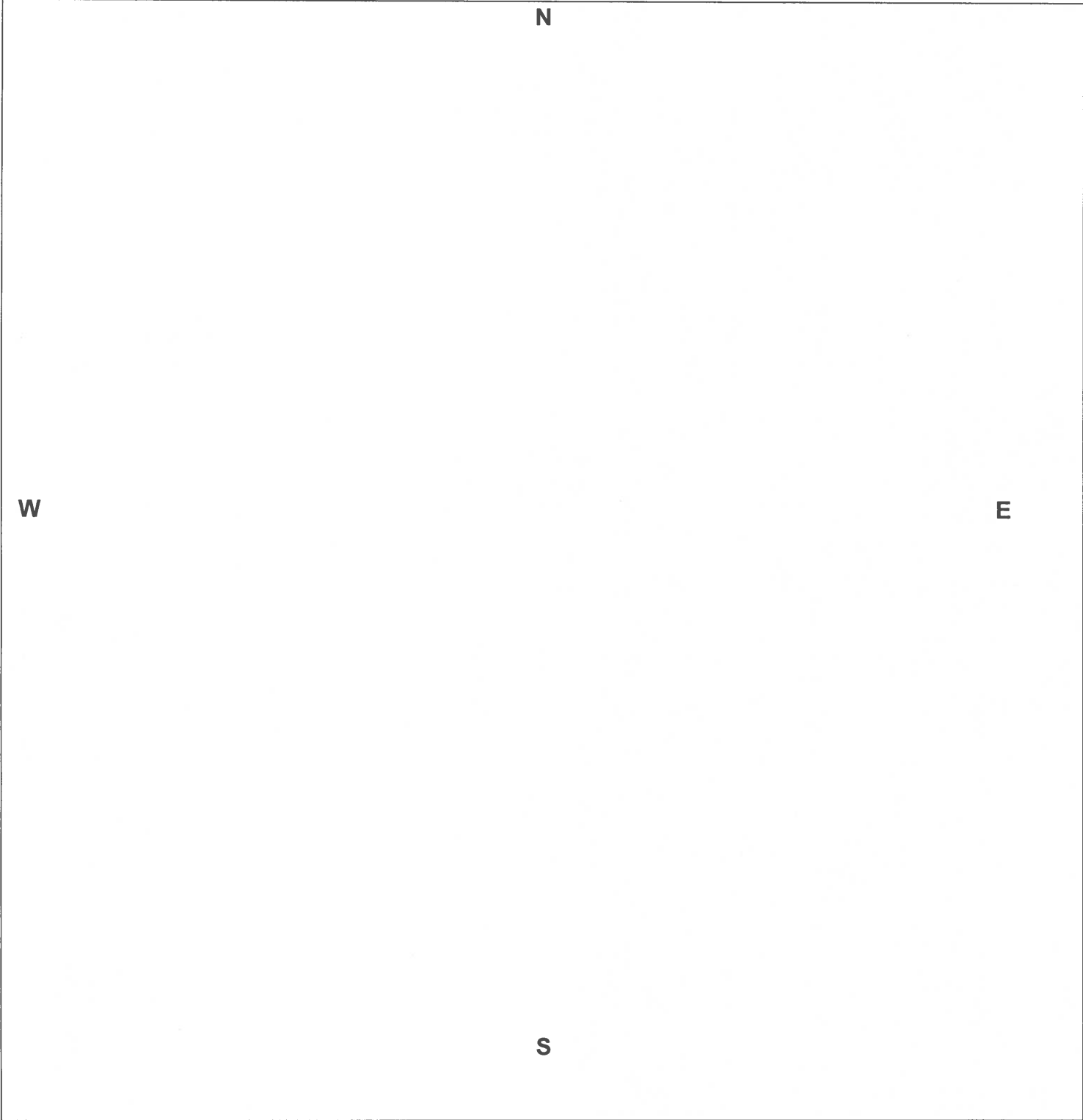
Public Works Foreman or Designate: _____ Signature: _____

Final Elevations: _____ **Coordinates:** _____

N	S
E	W

Easting: _____
 Northing: _____

Sketch:



If required, By-Law No. 2791/24 can be viewed in its entirety at the Municipal Office

THE RURAL MUNICIPALITY OF WOODLANDS APPENDIX "B" TO BY-LAW NO. 2791/24
RURAL MUNICIPALITY OF WOODLANDS – APPLICATION FOR MORE THAN ONE APPROACH

- Rural Area Zone
- Industrial General Zone
- Commercial General Zone/Commercial Highway Zone
- In a Zone other than the Rural Area Zone, Industrial General Zone, Commercial General Zone, or Commercial Highway Zone

Owner: _____ File No. _____

Applicant: _____ Roll No. _____

Legal Description of Property: _____

Location of Property: _____

Please Include the Following:

- Site Plan (following page) Other:

Applicable Documents: RM of Woodlands By-Law No. 2791/24 – RM of Woodlands Private Approaches and Installation of Culverts in Private Approaches

Reasons in Support: _____

I undertake to observe and perform all provisions of By-Law No. 2791/24 and any conditions imposed by the Council of the RM of Woodlands related to this application.

Signature of Owner: _____ Date: _____

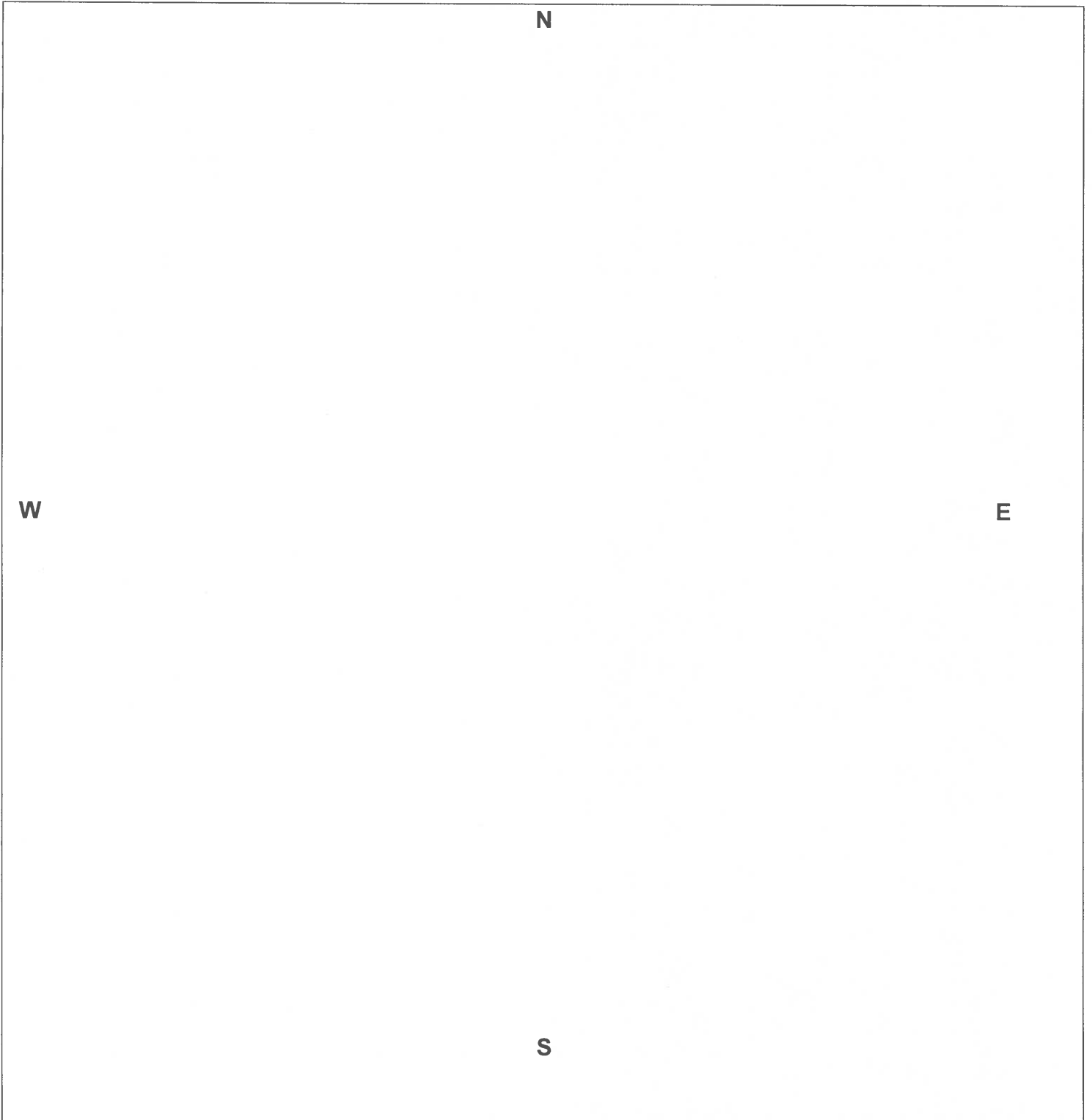
Address: _____ Phone: _____

Signature of Applicant: _____ Date: _____

Address: _____ Phone: _____

Application Received By: _____	Date: _____
Application/Admin Fee: \$ _____	Receipt #: _____

Sketch:



If required, By-Law No. 2791/24 can be viewed in its entirety at the Municipal Office

THE RURAL MUNICIPALITY OF
WOODLANDS APPENDIX "C" TO
BY-LAW NO. 2791/24

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 C.

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.

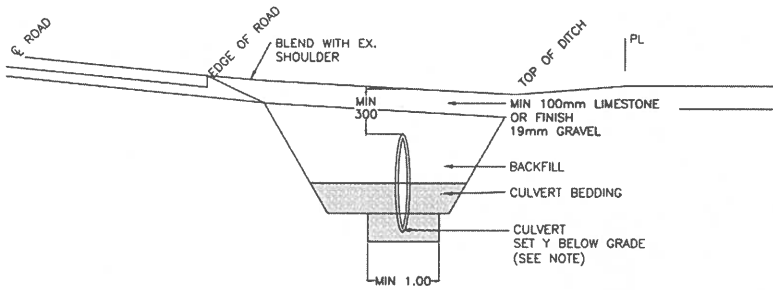
Fill with backfill to underside of driveway finish material, compacting each 150 mm lift to 98% standard proctor density.

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

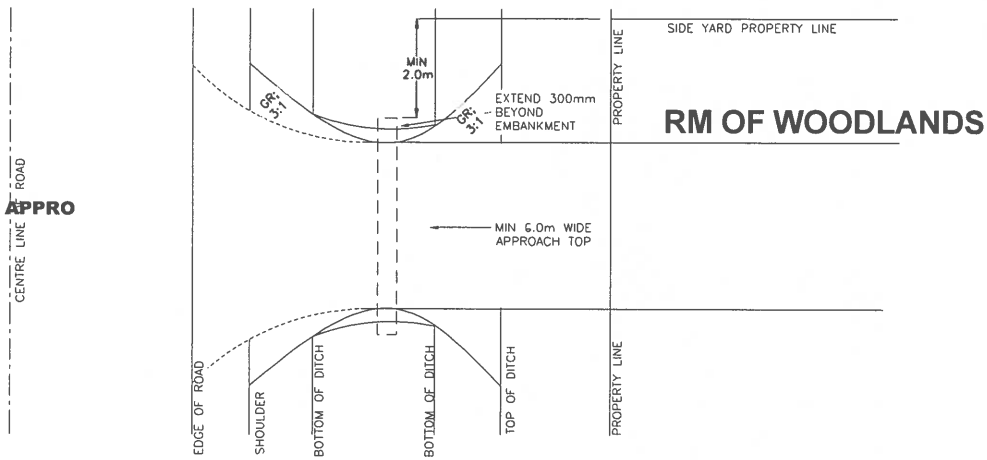
Culvert ends to be left blunt and protruding 300mm from the end of the embankment.

APPROACH CROSS SECTION DETAIL
NTS

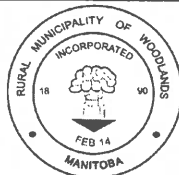
APPROACH PLAN VIEW
NTS



TYPICAL APPROACH



JME World Consultants
Box 54 Grp 17 RR2
Dugald MB R0E 0K0
204-330-1773
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SHEET 1	OF 1
FILE DRAWING NAME JME WOODLANDS CULVERT DETAIL R1	
DRAWING NUMBER	