

MUNICIPAL POLICY HANDBOOK

CODE NUMBER: 3519

CATEGORY: Survey & Infrastructure Services

ROAD PLAN CLOSURE

The Council of the County of Athabasca No. 12 have established the following guidelines in respect to Ratepayer requests for Road Plan Closures:

1. The Ratepayer requesting the Road Plan closure shall complete an application for Road Plan Closure (RPCA), along with an application fee of \$300.00, directed to the Infrastructure Services Department of the County of Athabasca No. 12.
2. The Director of Infrastructure Services upon receiving the application, shall consult the local Councillor regarding the Road Plan Closure; and further, review the land files to gain background information regarding the closure. He shall further investigate if the land was either donated to or purchased by the Municipality.
3. The Director of Infrastructure Services shall, after review of the application, prepare a Road Closure Resolution for presentation to County Council along with direction whether or not the land was previously donated or purchased by the County of Athabasca No. 12.
4. After presentation to County Council the Director of Infrastructure Services shall correspond to the Ratepayer, stating Council's decision as follows:
 - a) If the resolution is refused the Director of Infrastructure Services shall return the application fee to the Applicant.
 - b) If the resolution is passed by Council then the Director of Infrastructure Services shall contact the applicant with respect to whether the land was purchased by the County of Athabasca or donated.
 - i) If the land was donated by the party requesting the closure, then the County may return the land at no extra charge to the applicant.
 - ii) If the land was donated other than (i) above or was purchased, then the Applicant must pay the County the purchase price of \$500.00 per acre of land involved, with a minimum payment of \$500.00 being required, before the transfer of land shall take place.
5. The Director of Infrastructure Services shall be responsible for forwarding the Road Closure Resolution to the appropriate authority for final approvals and registrations.

Effective

Policy Date: 94/05/26

Reference: P# 10786,02/07/25

Revision: 06-698

COUNTY OF ATHABASCA NO.12

INFRASTRUCTURE SERVICES DEPARTMENT (675-2273)
3602-48 Ave. , Athabasca, AB T9S 1M8

APPLICATION FOR ROAD PLAN CLOSURE

An Application Fee of \$300.00 must be submitted with the application (If road closure is refused, the \$300.00 fee will be refunded.)

APPLICANT: Name _____
(Type or Print) Address _____
Postal Code _____
Phone (Work) _____ (Home) _____

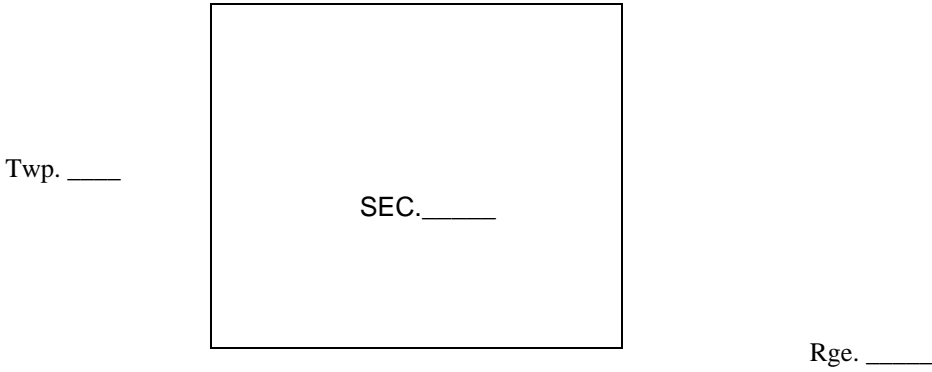
Legal: _____ ¼ Section _____ Twp. _____ Rge. _____ W4M

Description: Lot _____ Blk. _____ Plan _____ Subdivision Name _____

Road Plan # _____

Reasons for Road Plan Closure: _____

SITE PLAN



PLEASE SHOW THE FOLLOWING:

- Legal Description of Land
- Road Plan to be Closed
- Other Existing Roadways
- Location of Any Residences Affected

I/We hereby give my/or consent to allow a person appointed by Council the right to enter the above land with respect to this application only.

Date: _____ Signature _____ Signature _____