

Road Allowance Closure Requests

Approved by: Council
Approval Date: October 20, 2009
Effective Date: October 20, 2009
Revision Date: November 2, 2010

Policy Statement

To provide a clearly defined method for the processing of requests for Road Allowance Closures

Purpose: This policy will clearly define the steps for the processing of requests for road allowance closures.

Application: This policy shall apply to any staff person or Council member dealing with a request for road allowance closure. Any persons making a request for a road allowance closure.

Definitions: None

Exclusions: None

References & Related Policies:

Consequences of Non-Compliance: It is important that all requests for road allowance closures are processed in compliance with the appropriate procedures as set out by the municipality. Failure to comply with this policy may result in disciplinary action against the offending individual.

Review Cycle: This policy shall be reviewed as required.

Procedures

- **All requests for closure of unopened/unused road allowances shall be made in writing to the Council, giving details of allowance to be closed and reasons for requesting such.**
- **It shall be a clear direction of Council that requests for road allowance closures be generally discouraged.**
- **Requests for closure of any road allowance along or leading up to water will not be considered.**
- If Council does consider the closure of any allowance, the Municipality shall, before making any commitment on the closure, notify all property owners within 1,000 feet, of the request, and ask for input and/or objections.
- If after this circulation no objections are received and Council wishes to proceed, the person making the request will be required to place on deposit with the Township, \$2,600 prior to the process commencing.
- The person(s) making the request shall be responsible for all municipal and other costs** involved in the closure, and if the \$2,600 is insufficient, shall be required to provide additional funds on request, to cover the total cost.
- If objections are received, to the closure, Council shall hear the objections and decide whether such are valid and whether to proceed with the closure proceedings.
- If Council decides not to proceed, their decision is final, and no closure request of a similar nature shall be considered for a one year period thereafter – at which time, if the request is resubmitted, notification of the property owners within 1000 feet shall again take place.
- If the road allowance is closed and to be deeded to the adjacent property owner(s), the sale price at the fair market value as established by someone qualified to provide, at a minimum, an opinion of value of the property to be sold.
- All requests shall be dealt with at the discretion of council.

** staff/administration, legal, advertising*, surveying, and (the appraisal and purchase of) land Costs

* advertising of the Notice of Road Closure shall comply with the Township's Provision of Notice policy