

SER-008-018

Strathcona County
Municipal Policy Handbook

New Development Major Entrance Features

Date of Approval by Council: 12/08/98**Resolution No:** 729/98**Lead Role:** Chief Commissioner**Replaces:** n/a**Last Review Date:** 12/08/98**Next Review Date:** 12/2001**Administrative Responsibility:** Planning and Development Services

Policy Statement

Major entrance features are not a mandatory requirement, however it is recognized that developers generally desire entrance feature identification, and new communities prefer that these features be preserved and maintained. The installation and maintenance of Major Entrance Features at entrances to new developments will be incorporated in each development agreement for purposes of administration and approval to ensure Major Entrance Features are attractive, tasteful, safe and maintainable at minimal cost.

Definitions

Major Entrance Features are any sign, logo, symbol, object or vegetation planting, or any modification to a fence that is intended to mark the entrance to a subdivision.

Procedures

The Manager of Planning and Development Review Services is responsible for setting and approving the Administrative Procedures.

Review and approval of proposed design is the responsibility of the Coordinator, Real Estate and Land Development Services.

Procedures (Administrative)1. Locational Criteria

Major entrance features shall, whenever possible, be located on added dedication to the required road right-of-way. Required dedication shall be defined at the time the plan of subdivision for the development is submitted for approval. Any major entrance features located on private property shall require the registration of a maintenance easement to provide for maintenance access to the feature. The easement shall be to the satisfaction of the County.

2. Design And Approvals Process

a) All applicants are required to apply to the Coordinator, Real Estate and Land Development Services for approval of Major Entrance Features at the same time as the design drawings for municipal improvements as required under the Development Agreement, are submitted for approval. The Coordinator, Real Estate and Land Development shall refer the application to Engineering and Environmental Planning and Recreation, Parks and Culture as a part of the referral of detailed design drawings.

b) Engineering and Environmental Planning checks for:

- i) conflicts with surface improvements and underground services;
- ii) traffic safety concerns
- iii) design of Major Entrance Features to ensure acceptable aesthetics and maintenance free design.

When the location proposed is unacceptable due to conflicts, the developer will be advised of the shortcomings. Resolution of shortcomings may include the need for additional dedication of land to eliminate conflict or ensure safe sight lines.

c) If a Major Entrance Features proposal is approved then the Coordinator, Real Estate and Land Development Services, will approve the design drawings for construction and ensure adequate securities are posted by the developer, prior to construction.

d) The Development Agreement process for construction completion and final acceptance will be followed. Final acceptance may be issued no sooner than 2 years after completion of the development area, or at least 90% of the development is built out, whichever occurs later.

e) Names utilized on Entrance Features shall be in accordance with approved names pursuant to the County's Naming Policy.

3. Maintenance and Removal

Until a Final Acceptance Certificate is issued, developers shall be fully responsible to maintain the Major Entrance Feature, including full responsibility for all costs and expenses associated with the upkeep of landscaping repairs, and maintenance of the feature and immediately adjacent property. The developer shall not alter, add to, or replace the feature, other than for the purpose of repair or maintenance, except upon receiving the prior consent of the County.

The County shall have the authority and right to order the developer, upon thirty (30) days notice in writing, to perform such repair and maintenance of the Entrance Feature as is necessary in the

opinion of the Coordinator, Real Estate and Land Development Services, to remove the Entrance Feature from the right-of-way herein before described and to rehabilitate the site to the County, and the developer shall be solely responsible for all costs and expenses necessarily associated with such repair and maintenance or removal and rehabilitation. In the event the developer fails to comply with such notice in writing, the County may undertake such repairs and maintenance or removal and rehabilitation and the developer shall reimburse the County for all costs and expenses incurred by the County in performing such repair and maintenance or removal and rehabilitation.

5. Security

The developer shall provide the County with Security in the amount of \$5,000 per Entrance Feature which Security shall secure the performance of that requirement. Security shall be in the form prescribed in the Development Agreement. The said Security shall be released to the applicant within ninety (90) days from the date of the Final Acceptance Certificate.

6. Insurance

The developer shall indemnify and save harmless the County from and against all claims, damages, debts, dues, suits, actions and causes of actions, costs or sums of money that the County may suffer by reason of the placement, location or existence of the Entrance Feature, or anything done or omitted to be done by the developer in the operation, repair and maintenance or removal of the Entrance Feature and rehabilitation of the site, until the issuance of the Final Acceptance Certificate.