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<b>Policy:</b>	<b>Private Road Standards</b>
<b>Main Contact:</b>	<b>Manager of Public Works</b>
<b>Last Revision:</b>	<b>November 2019</b>

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## Policy Statement

The Township of Whitewater Region recognizes the importance of private roads as a form of development, providing municipal taxation based on assessed property values, and the role of private road users in supporting the local economy. This policy supports the continued use of private roads to support development and the provision of safe road access for private road users.

## Purpose

This policy has been developed in order to guide, establish standards for the development of new and existing private roads within the Township of Whitewater Region.

## Definitions

“**Township Road**” means a municipal road that is owned and maintained by the municipality, being the Corporation of the Township of Whitewater Region.

“**Owner**” means the owner(s) of the private road. In some cases, the owner of the private road is the landowner for the entire length of the road until it reaches a Township road. In other cases, the private road may be owned in segments by one or more individual property owners; each owning the piece adjacent to their property.

“**Private Road**” is a road that is maintained solely by a private individual, organization, or company. Cottage Road shall have a corresponding meaning.

“**Road Classification**” means a highway classification in accordance with Minimum Maintenance Standards O.Reg. 239/02 as amended, based on the speed limit applicable to it and the average daily traffic on it.

## Policy Requirements

The Township of Whitewater Region may require a road to be designed by a qualified engineer in accordance with sound engineering principles, and to a standard exceeding this policy, regardless of the ownership, type of road, or maintenance requirements.

### 1.0 Reference

The Private Road Standard referred to in this policy relates to a private (rural) or cottage road, but does not refer to a private semi-urban or urban road.

### 2.0 Private Road Ownership and Maintenance

Private roads are typically owned and maintained by one or more land owners and used to access private property. A private road may be constructed on an unopened road allowance however it has not been assumed into the road network and the municipality does not undertake any maintenance of the road.

It is the responsibility of the owner(s) accessing the private road to ensure uninterrupted access, fair use and cost sharing to oversee the administration and supervision of maintenance works programs and related budgets.

The municipality will have no responsibility, obligation or exercise any degree of operational control with respect to maintenance of the affected private road(s). Private roads are not included as a Road Classification.

The municipality recommends land owner(s) seek professional legal advice when dealing with matters of incorporation, by-laws, insurance, property rights, road ownership, collection of road dues and remedies for non-payment, etc.

### 3.0 Official Plan / Zoning By-Law

Private roads may be permitted within the Official Plan / Zoning By-Law; however, development restrictions and/or requirements may apply.

## 4.0 Naming Private Roads

In accordance with the Municipal Act, 2001, Section 48, Naming Private Roads, a local municipality may name or change the name of a private road after giving public notice of its intention to pass the by-law.

## 5.0 Civic Addressing

Civic Addressing is primarily used to support emergency response services through 911 system. The Township of Whitewater Region administers the civic addressing program in accordance with the County of Renfrew Civic Addressing By-Law Schedule “A”: *Civic Addressing Policy*.

## 6.0 Township Road Access to Private Road

When a private road abuts a municipal road, and the private road standard is greater than the connecting road, the owner may be required to bring the Township roadway up to the minimum private road standard at their cost, prior to any development.

## 7.0 Private Road Standards

Private road standards have been developed, attached hereto as Schedule ‘A’. These standards should be the minimum standard accepted for:

- new private roads
- major extensions to existing private roads, and
- for new development on existing private roads when the majority of existing or proposed land use are permanent residential or commercial (> 50%).

Where a private road is to be constructed, extended or upgraded to permit further development, the owner of the subject property, shall enter into an agreement with the Township to construct the private road to the Private Road Standard set out in Schedule “A” to this policy.

The agreement shall be registered against the title to the lots accessing the private road and include provisions acknowledging:

- i. The Township does not maintain or repair the private road.
- ii. The Township may not provide municipal services normally associated with public roads.
- iii. The Township is not responsible for any loss or damage created by failure to maintain the private road.
- iv. The Township shall be indemnified for any loss or damage.

## 8.0 Township Road Standard

Township Road Standards are outlined in the Township Road Standard Policy and exceed the Private Road Standards.

A private road that has been constructed to meet or exceed the Township Rural Road Standard will not necessarily or automatically be assumed into the Township's road network.

### Monitoring

The Manager of Public Works shall be responsible for receiving complaints and/or concerns related to this policy.

### Authority

This policy is established pursuant to Section 10 of the Municipal Act, 2001, as amended, indicating that the municipality may provide any thing that the municipality considers necessary or desirable for the public, including matters dealing with highways and the health, safety and well-being of persons within the municipality.

### Contact

Manager of Public Works  
Telephone: 613-646-2282

### Change History

Policy Name	Effective Date	Significant Changes	By-law No.
Private Road Standards	December 1, 2019	New policy	2019-12-1236

## Schedule 'A'

Minimum Private Road Standards	
Item	Private Road Standards
Right-of-Way Width	20.0 m <i>and shall be increased to incorporate a minimum of 5 m around the constructed turn-around for dead-end roadways (see below)</i>
Turn-around (dead-end)	15 m minimum turning circle (cul-de-sac), or 9.0 m x 4.5 m hammerhead
Height Clearance	5.0 m
Width of Clearing	9.0 m
Platform Width	6.0 m
<ul style="list-style-type: none"> <li>• Surface Width</li> </ul>	6.0 m
<ul style="list-style-type: none"> <li>• Shoulder</li> </ul>	Nil
Surface Material	Crushed Gravel or Stone
Depth of Granular Base	200 mm
Topsoil	Stripped prior to placement of Granular Base
Maximum Vertical Grade	12% (1:8)
Safe Passage of Emergency Vehicles	Maximum change of gradient not more than 1 in 12.5 (8%) over a minimum distance of 15 m.
Geometrics / Alignment	Safe Passage of Emergency Vehicles and such that a motor grader can work effectively.
Ditches (minimum)	0.50 m from crown of road to bottom of ditch
Ditch Outlet	. Ditches to be carried to sufficient outlet.
Crown (minimum)	3%

Cross-Culvert Diameter (minimum)	350 mm
Cross-Culvert Cover (minimum)	300 mm
Culvert Material	CSP or HDPE
Road Specific	With consideration of right-of-way width or due to steeply rolling and/or rock conditions, the Township may consider a reduction in the standard, subject to approval by the road authority.

### Metric to Imperial Conversion

100 mm = 10 cm = 0.10 m = 4 in.  
 150 mm = 15 cm = 0.15 m = 6 in.  
 200 mm = 20 cm = 0.20 m = 8 in.  
 300 mm = 30 cm = 0.30 m = 12 in.  
 350 mm = 35 cm = 0.35 m = 14 in.  
 400 mm = 40 cm = 0.40 m = 16 in.  
 600 mm = 60 cm = 0.60 m = 24 in.

0.5 m = 1.5 ft.  
 1.0 m = 3 ft.  
 4.5 m = 15 ft.  
 5.0 m = 16 ft.  
 6.0 m = 20 ft.  
 7.0 m = 23 ft.  
 9.0 m = 30 ft.  
 12.0 m = 39 ft.  
 15.0 m = 50 ft.  
 16.0 m = 52 ft.  
 20.0 m = 66 ft.