



Second Driveway Permit

I want to install a second driveway.

What do I need to know? What do I need to do?

1. The Township installs second driveways on an at cost basis. Following your application's review, you will receive a cost estimate. The estimate will include the cost of the pipe installation and bulkhead* cost. The estimate is valid for 90 days.

**Bulkheads are end structures that prevent material from sloughing into the ditch and hold the culvert in place.*

2. Submit your Second Driveway Permit application to the Engineering Division at the Township of Langley Civic Facility (20338 - 65 Avenue). Applications also must include a non-refundable application fee of \$100 (note: fee subject to change). A Township of Langley Transportation Technologist/Engineer must approve all applications.
3. If the Township approves your application, and you wish to proceed with driveway installation, there are two options:
 - a) Township crews install the culvert and bulkheads, or
 - b) Township crews install the bulkheads and you install the culvert. You can install your own culvert only if it meets Township specifications (attached) and the Township's Watercourse Classification Map does not require environmental permits. Only Township crews can install bulkheads.

Standard Driveway Width

The standard driveway culvert width for rural residential properties is 7.5 m (actual driveway width may be less). A Township Stormwater Foreman or Drainage Engineer will determine the pipe diameter. If you need a wider driveway, please add this request to your driveway application. The Township will review and consider it on a case-by-case basis.

Installed by the Township

1. The Engineering Clerk will provide stakes for you to identify where you would like the driveway installed.

Continued on page 2

1

ENG18-300

Questions about second driveway installations?

Contact the Engineering Division at 604.533.6006.
Hours of operation: Monday through Friday, 8:30am to 4:30pm.

Second Driveway Permit

Installed by the Township continued

2. The Township's Stormwater Foreman will attend the site and complete a written estimate. Once the Engineering Clerks receive the estimate, you will receive estimate details by telephone. The estimate is valid for 90 days.
3. If you wish to proceed with driveway installation after receiving the estimate, you must pay the specified deposit as determined from the estimate.

Note: *The Township makes every effort to ensure the estimate is adequate to cover all costs. However, in the event that actual costs are higher than the estimate, the Township requires applicants pay any additional costs. If actual costs are lower than the estimate, the Township will refund the difference*

4. Timing of your second driveway installation for Class A and Class B watercourses is dependent upon BC Ministry of Forests Lands and Natural Resource Operations (MFLNRO - Water Act) and Fisheries and Oceans Canada (DFO – Fisheries Act) restrictions, weather conditions, and crew availability. The Township performs second driveway installations on a priority basis.
5. After the work is complete, and the Township has received all invoices for materials and supplies, you will receive a letter of accounting. The letter of accounting will also include either a refund cheque or invoice to cover the actual cost of the work, if applicable.

Installed by the Property Owner

1. Property owners can perform culvert installation only when there are no environmental permits required, as determined by the Township of Langley's Watercourse Classification Map. Bulkheads must be installed by Township crews.
2. The Engineering Clerk will provide you with wooden stakes for identifying where you would like the driveway installed.

Installed by the Property Owner continued

3. The Township's Stormwater Foreman will attend the site and complete a written estimate. Once the Engineering Clerks receive the estimate, you will receive estimate details by telephone. The estimate is valid for 90 days.

Continued on page 3

2

ENG18-300

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Second Driveway Permit

4. If you wish to proceed with the driveway installation, you must:

- Obtain a Highway Use Permit
- Pay the following fees at the Engineering counter at the Township Civic Facility:
 - Refundable security deposit for the estimated culvert cost

Note: After the Township's Stormwater Foreman completes an inspection to verify the work meets Township specifications, the Township will reconcile all costs and refund appropriate culvert costs. If the work does not meet Township specifications, the Township will use these funds to bring the work up to standard.

- Estimated cost for Township crews to install bulkheads

5. Before backfill, a Township of Langley Stormwater Foreman must inspect pipe installation. Please call the Township of Langley Operations Centre at 604.532.7300 to request an inspection. Hours of operation are Monday through Friday, from 8:30am to 4:30pm. Please note: 24 hours notice is required.

6. After an approved inspection, the bulkheads are complete, and the Township has received all invoices for materials and supplies, you will receive a letter of accounting. The letter of accounting will also include either a refund cheque or invoice to cover the actual cost of the work, if applicable.