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**TO:** Council Advisory Committee

**SUBMITTED BY:** Kirsten Duncan, Acting Development Officer/Planning Tech

**DATE:** May 4, 2023

**SUBJECT:** Proposed Subdivision Bylaw Amendments

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**BACKGROUND**

The Town’s Municipal Planning Strategy acknowledges the Subdivision Bylaw as a supporting document that helps carry out the intent of the Strategy. The Subdivision Bylaw sets out standards for the subdivision and consolidation of land, the orderly progression of land development, standards for the extension of services to new lots, street and sidewalk design, and the provision of open space. The Subdivision Bylaw was adopted in 2002 and has been amended a few times as deemed necessary.

**DISCUSSION**

The 2002 Subdivision Bylaw outlined the provision for a sidewalk on both sides of the road for new arterial roads, and a sidewalk on one side of the road for new collector roads in Appendix B – Municipal Services Standards & Specifications, Part 2 – Street Specifications, as followed:

2.12 Sidewalks shall be incorporated into the construction of new collector and arterial roadways as per the following:

Arterial Roadways - Both Sides  
Collector Roadways - One Side

In 2008, the Bylaw was amended to remove the requirement for sidewalks on new collector roads. The Active Transportation Plan, prepared by Upland Planning in 2019 recommended that we change it back to the original 2002 Subdivision Bylaw language, which required a sidewalk on one side of the road for new collector roads. Staff are supportive of this recommendation and would like to move forward with the process.

Staff would also like to amend the current provision for sidewalks on Arterial Roads, from sidewalks on both sides of the road, to a sidewalk on one side of the road only. With the support of Council, staff would like to begin the process to amend the Bylaw to reflect both of these changes.

To satisfy Policy G62 – Public Participation Policy, Staff will need to adhere to the following process:



If Council is in agreeance to begin the process, Staff would anticipate scheduling a Public Participation Meeting around the fourth week of May 2023.

Respectfully Submitted,

Kirsten Duncan  
Acting Development Officer/Planning Technician