



## REPORT

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**TO:** Mayor Lawlor and Members of Council

**FROM:** Romaine Scott, Legal Coordinator, Planning & Development

**DATE:** February 8, 2023

**REPORT NO.:** PD-2023-013

**SUBJECT:** Requesting a By-law to Dedicate part of Reserve Block 26, Plan 20M-1161, as part of the Public Highway System known as Autumn Circle  
Location: 98 Autumn Circle, Georgetown

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### RECOMMENDATION:

THAT Report No. PD-2023-013 dated February 8, 2023 regarding a by-law to dedicate part of Reserve Block 26, Plan 20M-1161 as part of the public highway system, be received.

AND FURTHER THAT staff be authorized to bring forward a by-law to dedicate the part Reserve Block 26, Plan 20M-1161 shown as Part 2 on a draft reference plan prepared by Matt De Jager, O.L.S. dated May 4, 2022, as part of the public highway system known as Autumn Circle, to allow legal access from Autumn Circle onto the property at 98 Autumn Circle (the "Property").

### KEY POINTS:

The following are key points for consideration with respect to this report:

- Once the section of Reserve Block 26 as discussed herein is lifted to allow legal access onto the public street, staff will issue the appropriate permit to allow the owner to construct the new driveway at the proposed new location to the satisfaction of the Town.
- The owner will transfer a new 1 ft / 0.3 m reserve at the limits of the existing Reserve Blocks 25 and 26 to effectively close off the existing driveway access. Only one access to the Property would then be permitted at the new location where the existing reserve will be partially lifted.

- The by-law requested herein will be registered on title to dedicate a part of Reserve Block 26 as part of the public highway system, i.e. Autumn Circle.

### **BACKGROUND AND DISCUSSION:**

Reserve Blocks 25 and 26, Plan 20M-1161 were acquired by the Town in 2015 as part of the Esquesing Development - Worthington Homes (Blackcreek) Inc. Subdivision Development (the “Development”). The purpose of the Reserves was to control the driveway access from the Property onto Autumn Circle, so that it is limited to its current location between the two Reserve Blocks.

The owner of the Property has made an application to the Town for a permit to relocate the current driveway so that access from the Property is from the east side of Autumn Circle instead of its current location on the west side. Staff from Transportation & Public Works has reviewed the application and supporting drawing(s) and have no concerns with allowing the new proposed access point from the east side of the Property. To provide legal access at the new location, it is necessary to dedicate a part of Reserve Block 26 to effectively permit access onto the road at the specified location which will then only be restricted at the remaining Reserves.

The proposed location of the new driveway access point is illustrated on the map attached to this Report as Appendix “1”.

### **STRATEGIC PLAN ALIGNMENT:**

This report is administrative in nature and does not have an impact on the Town’s Strategic Plan.

### **RELATIONSHIP TO CLIMATE CHANGE:**

This report is administrative in nature and does not directly impact or address climate change and the Town's Net Zero target.

### **PUBLIC ENGAGEMENT:**

Public Engagement was not needed as this report is administrative in nature.

### **INTERNAL CONSULTATION:**

In addition to consultations with the developer, there have also been consultations among staff from Planning & Development and from Transportation & Public Works.

**FINANCIAL IMPLICATIONS:**

This report is administrative in nature and does not have any financial implications.

Reviewed and approved by,

John Linhardt, Commissioner of Planning & Development

Chris Mills, Chief Administrative Officer