

# Staff Report for Decision

DATE OF MEETING OCTOBER 15, 2018

AUTHORED BY DALE LINDSAY, DIRECTOR OF COMMUNITY DEVELOPMENT

SUBJECT SUBDIVISION APPROVING OFFICER

## **OVERVIEW**

### **Purpose of Report**

To request Council appoint a new Subdivision Approving Officer. |

### **Recommendation**

That Council approve the appointment of Jeremy Holm as the City's Approving Officer.

## **BACKGROUND**

As outlined in Section 77 of the *Land Title Act*, the municipal council must appoint an Approving Officer who is responsible for the review and approval of subdivision applications. The City has traditionally appointed an Approving Officer and one or more Deputy Approving Officers. Statutorily, the subdivision approval process is separate from Council with the *Land Title Act* giving the Approving Officer the authority to deal with subdivision applications.

Due to recent organizational changes, Staff recommend that Jeremy Holm, Manager of Subdivision, be appointed as the Approving Officer.

Dean Mousseau, Manager of Engineering & Environment, will continue to act in the role of Deputy Approving Officer.

## **SUMMARY POINTS**

- Due to recent organizational changes, Staff recommend that Jeremy Holm, Manager of Subdivision, be appointed as the Approving Officer.
- Dean Mousseau will continue to act in the role as Deputy Approving Officer. |

### **Submitted by:**

Dale Lindsay  
Director of Community Development