

7. **DEVELOPMENT PROCESS IMPLEMENTATION – DELEGATION OF AUTHORITY FOR 10% FRONTAGE WAIVER TO THE APPROVING OFFICER AND DEPUTY APPROVING OFFICERS**

Memo from the Director of Planning dated October 31, 2024.

To rescind Council Policy 99/321 “Subdivision Applications (Panhandle Lots) – Reduced Frontage.”

**ADMINISTRATIVE POLICY**

<b>SUBJECT:</b> SUBDIVISION APPLICATIONS (PANHANDLE LOTS) - REDUCED FRONTAGE	<b>DATE:</b>
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1. When reviewing an application for exemption the Approving Officer or Deputy Approving Officer shall consider the following:
  - a) whether the reduced frontage of the proposed lot will adversely affect the streetscape or result in conflict with existing driveways, intersections or natural features;
  - (d) the extent of blasting, filling, excavating and tree removal to be carried out to develop the proposed lot.
2. Applicants are encouraged to plant landscape screens along the access strip.

**Appendix A**  
**COUNCIL POLICY**

<b>SUBJECT:</b> SUBDIVISION APPLICATIONS (PANHANDLE LOTS) - REDUCED FRONTAGE	
<b>DATE:</b> JUNE 21, 1999	<b>REFERENCE:</b> 99/321

1. All panhandle lots that do not provide a minimum frontage on a highway of 1/10 of the perimeter of the lot shall be referred to Council for consideration of an exemption from the statutory requirement under Section 944 (2) of the *Municipal Act*.
2. When reviewing an application for exemption the Council shall consider the following:
  - (a) whether the reduced frontage of the proposed lot will adversely affect the streetscape or result in conflict with existing driveways, intersections, or natural features;
  - (b) whether the subdivision will result in an unacceptable loss of privacy to neighbouring properties;
  - (c) the extent to which the buildings proposed for the lot will impact neighbouring properties by:
    - i) overshadowing,
    - ii) obstructing existing views,
    - iii) blocking sunlight.
  - (d) the extent of blasting, filling, excavating and tree removal to be carried out to develop the proposed lot.
  - (e) the degree to which the building to be constructed on the proposed lot will blend in with the design, height and siting of buildings on adjacent properties.
3. The siting, size, and height of houses on panhandle lots can be regulated by covenant where applicable to enable the best siting to be obtained.
4. The siting of houses in front and beside panhandle lots can be regulated by covenant where applicable to enable the best siting to be obtained if the lot is not already developed.
5. Developers can be encouraged to plant landscape screens along the access

strip.

6. Proposed house designs for panhandle lots can be assured by covenant.