

Date: August 26, 2025

To: **Mayor and Council.**

Name and title: Deanna Wasnik, Director of Planning and Development

Subject: Road Closure Application No. RCL00036, Bylaw No. 9574, 2025.

Applicants: David Mummery & Tina LaMarsh, Joshua Nelson & Zainab Rangwala

Location: Road Dedication Between 223 and 239 Kelly Street
Road Dedicated on Plan: 16457

Attachment(s): Appendix "A" – Proposed Road Closure
Exhibit "A" – Location and Zoning Map
Exhibit "B" – City of Prince George Acquisition
Exhibit "C" - Proposed Consolidation

Recommendation(s):

That Council GIVES FIRST THREE READINGS of "City of Prince George Road Closure Bylaw No. 9574, 2025".

Purpose:

Bylaw No. 9574, 2025 proposes to permanently close a 172.5 m² portion of road dedication on Plan 16457 (the "Subject Area") to rectify existing encroachments. In addition, the bylaw would also facilitate the sale of the Subject Area to the adjacent property owners..

Discussion:

The Subject Area is located in between 223 Kelly Street – Lot A, District Lot 938, Cariboo District, Plan 16457 ("Lot A") and 239 Kelly Street – Lot 1, District Lot 938, Cariboo District, Plan 16618 ("Lot 1"), as shown crosshatched on the attached Appendix "A" to Bylaw No. 9574. The Subject Area is currently an undeveloped lane, with each of Lot A and Lot 1 encroaching from their respective sides. Bylaw No. 9574, 2025 proposes to close and remove the Subject Area thereby allowing the consolidation of the applicable portions with Lot A and Lot 1, as shown Exhibit "C".

As part of the disposition of the Subject Area, the City will be acquiring portions of Lot A and Lot 1 to accommodate the required setbacks on the street side of the properties, as shown in red on Exhibit "B".

If approved, the bylaw and consolidation plan will be deposited in the Land Title Office to consolidate the applicable portions of the Subject Area with Lot A and Lot 1 as shown on Exhibit A.

Financial Considerations:

The aggregate purchase price for the Subject Area is \$11,030.00 plus GST (\$4,730.00 plus GST for portion to be acquired by the owners of Lot A, and \$6,300.00 plus GST for the portion to be acquired by the owners of Lot 1). This is based on a Comprehensive Appraisal Report prepared by GCH Appraisals on February 28, 2025.

Policy/Regulatory Analysis:

Sections 40 and 94 of the *Community Charter* provide for the municipal authority and notification process for road closures. Under the “City of Prince George Officer Positions and Delegation of Authority Bylaw No. 8340, 2011”, Administration has engaged the owners of Lot A and Lot 1 for the sale of the applicable portions of the Subject Area, subject to approval of the road closure.

Other Considerations:

Statutory Notification

As per the requirements set out in Section 40(3) and 94 of the Community Charter, the City of Prince George has given notice of Council’s intention to adopt the proposed bylaw and provide an opportunity for persons who believe they are affected by the bylaw to make representations to Council via written comments. Written submissions received in response to the public notice for this application will be provided to Council for their consideration at the time first three readings of the bylaw are proposed to be considered. Submissions received after the Council meeting agenda will be provided to Council as a handout on the day of the Council meeting for their consideration during deliberations on the application.

Notice of Property Disposition

As per the requirements set out in Section 26 of the Community Charter, and as set out in our Public Notice Bylaw No. 9329, 2022, the City of Prince George has given notice of Administration’s intention to sell the Subject Area.

Referrals:

Land Administration has conducted a circulation of the road closure proposal to various internal departments which resulted in no concerns. External utilities (Fortis BC, BC Hydro and Telus) also had no concerns with this road closure.

As the road to be closed is located within 800 meters of an arterial highway, Ministry of Transportation and Transit approval is required.

Summary and Conclusion:

Administration recommends that Council approve the closure of the Subject Area as shown crosshatched on Appendix “A” to Bylaw No. 9574. Should the closure be approved, the applicable portions of the Subject Area will be sold and consolidated with Lot A and Lot 1, and the consolidation plan will be deposited at the Land Title Office.

Respectfully submitted:

Deanna Wasnik, Director of Planning and Development

Prepared by Heather Halwas, Coordinator of Land Administration

Approved:

Walter Babicz, City Manager

Meeting date: 2025/10/06