

NO: R121

COUNCIL DATE: July 27, 2020

REGULAR COUNCIL

TO: **Mayor & Council**

DATE: **July 23, 2020**

FROM: **General Manager, Planning & Development**

FILE: **1940-01**

SUBJECT: **Appointment of Approving Officer**

RECOMMENDATION

The Planning & Development Department recommends that Council:

1. Appoint Darren Todd as an Approving Officer under Section 77 of the *Land Title Act*; and
2. Authorize the City Clerk to advise the Land Title Office of the change.

INTENT

The intent of this report is to appoint Darren Todd, Current Planning Manager – South Section, as an Approving Officer for the City of Surrey.

BACKGROUND

From time to time, it is necessary to amend the City's Approving Officers, for a number of reasons including staff departures, retirements, and job changes. Historically both of the Area Planning & Development Managers, for North Surrey and for South Surrey, are Approving Officers, along with the General Manager of Planning & Development and one additional manager (an Area Planning & Development Section Manager). The most recent changes were in 2017 when there was a retirement and new manager appointments in the department.

DISCUSSION

Approving Officers are appointed under Section 77 of the *Land Title Act* by Council to independently exercise the duties and authority specified in the *Land Title Act* in order to consider and approve subdivision applications.

In order to provide effective and efficient approval of subdivisions, Jean Lamontagne, Ron Gill and Shawn Low are appointed as Approving Officers.

To ensure that operational requirements are met, including staff providing continued service to our clients and to ensure that there is always an Approving Officer available during business hours, it is appropriate to appoint Darren Todd, Current Planning Manager – South, as an Approving Officer following the retirement of Ron Hintsche.

SUSTAINABILITY

The work of this task supports the objectives of the City's Sustainability Charter 2.0. In particular, this work relates to Sustainability Charter 2.0 theme of Built Environment and Neighbourhoods. Specifically, this project supports the following Desired Outcomes ("DO"):

- Neighbourhoods and Urban Design DO: Surrey is comprised of distinct, diverse and compact neighbourhoods and Town Centres, with an engaging public realm.

CONCLUSION

Based on the information above it is recommended that Council appoint Darren Todd as an Approving Officer under Section 77 of the *Land Title Act* and authorize the City Clerk to advise the Land Title Office of the change.

Original signed by:

Jean Lamontagne
General Manager, Planning & Development

SS/JLL