

**Village of Port Clements  
Highway and Laneway Policy  
Policy No. 16, 2017**

Prepared by Chief Administrative Officer Kim Mushynsky  
Submitted by Acting Chief Administrative Officer Ruby Decock

Adopted: November 20, 2017  
Last Reviewed:  
Next Review:

Policy Goal:

It is the goal of this policy to provide Port Clements with a level of service that fits the area and resources available in regards to the creation of new highways or lanes (back alley access). The Village of Port Clements will not undertake any activities which will result in a loss of highway access to a lot, such as a Bylaw for a highway closure. In the circumstance where a highway closure bylaw is anticipated, affected lots must be provided with an alternate means of access such as a lane. Highways and Lanes can only be considered for areas where our Municipal plan already has space allocated for such a purpose.

Definitions:

Highway – any roadway open to the use of the public but does not include private right-of-ways on private property and for the purpose of this policy does not include secondary access to property which is in this policy is referred to as a lane. Highway maintenance is generally considered to be held to a higher standard than lane maintenance. Highways will have a minimum width of 15 metres.

Lane – a “highway” that provides second access to a property when that property already has another highway access. Maintenance of secondary access lanes are not held to the same standard of maintenance as a highway. Lanes must connect to an existing highway network. Lanes will have a minimum width of 6 metres unless the survey plan less, then the minimum width will be as per the survey plan. A lane does not have to

accommodate bi-directional traffic; it can be designated as one-way if that is more appropriate for the area under consideration.

Policy Objectives:

1. If the majority of property owners in a block request a secondary lane staff will investigate the request and put together a proposal for Council in regards to the cost of providing this service. In preparing the proposal staff will take into consideration the terrain and soil conditions of the area in question, safety, traffic flow and/or congestion and ongoing maintenance costs.
2. If an area of Port Clements is being sub-divided it will be the responsibility of the person undertaking the sub-division to adhere to the current Sub-Division bylaw in respect to the creation of new highways for the sub-division based on a plan approved by the Village of Port Clements Approving Officer.
3. When a resident buys a lot in a block that is currently undeveloped (but not being sub-divided as discussed in #2) they will be responsible to create a highway or lane to access their property, built to Village specifications, and then, once built the Village will take over ownership and maintenance of the highway or lane.
4. If a proposed highway or lane will intersect with a Provincial Highway the Village will have to coordinate and get the necessary approvals from the Ministry of Transportation before proceeding with a report and recommendation to Council.

  
Mayor Thomas

  
Acting CAO Decock