



City of Kelowna
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Council Policy

Registration of Highway Reserve Agreements

APPROVED August 23, 1999

RESOLUTION: R375/10/04/26
REPLACING: R729/99/08/23
DATE OF LAST REVIEW: April 2010

When a property owner is required to enter into a highway reserve agreement and there is no subdivision involved, the owner is required to have a highway reserve plan prepared to the City's satisfaction and to pay a highway reserve processing fee of \$500 to the City for the preparation and registration of the plan and agreement at the Land Title Office as a priority charge against the subject lands. The City will attend to the registration of this type of highway reserve plan and agreement at the Land Title Office.

REASON FOR POLICY

To ensure that Highway Reserve Agreements are registered at the Land Title Office and to pass the costs of preparation and registration of the agreement to the property owner.

LEGISLATIVE AUTHORITY

Community Charter.

PROCEDURE FOR IMPLEMENTATION

Land Use Management staff will advise owner of Policy. On receipt of an acceptable highway reserve plan and the required fee, the Real Estate Services Branch will prepare the agreement. After the owner has obtained the signatures of all charge holders and signed the agreement the Real Estate Services Branch will obtain Council approval of the highway reserve and will arrange for registration of the reserve in the Land Titles Office.