

# Subdivision Application



All materials must be clear, legible, and precise. Only applications that are complete will be accepted. This application is for subdivision only, if a rezoning is required, you must apply separately. **Incomplete or illegible applications may result in delays or application refusals.**

## Address

### Applicant

Same as Property Owner

Name \_\_\_\_\_

Address \_\_\_\_\_

Town/City \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Signature \_\_\_\_\_

## Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_

### Property Owner

Name \_\_\_\_\_

Address \_\_\_\_\_

Town/City \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Signature \_\_\_\_\_

Providing an email means you consent to receiving documents or communications related to this application, including, but not limited to subdivision application decisions, acknowledgments confirming an application is complete, any notices identifying or requesting outstanding documents and information, by email.

I, the applicant, acknowledge that:

1. This application does not exempt the applicant, owner, or owner's agents from full compliance with any easement, covenant, building scheme, or other agreements affecting the property, nor from any applicable laws, bylaws, or regulations.
2. The Town and its agents have the right to enter the property to inspect for and enforce compliance with issued approvals, and any relevant bylaws, regulations, and legislation.
3. I declare that I have reviewed the information from the Energy Resource and Conservation Board (ERCB) and can advise that the information shows the absence of any abandoned wells on the parcel that is the subject of this application.

Signature \_\_\_\_\_

Date \_\_\_\_\_

## As the Applicant, I affirm

I am the registered owner of the above property.

I have entered into a binding agreement to purchase the above property with the registered owner(s).

I have permission of the registered owner(s) of the above property to make this application for subdivision.

## Land Information

The property applied for is (select all that apply):

Adjacent to Mackenzie County (even if separated by a road, highway, or other right-of-way).

Within 1.6 KM of a highway | HWY #:

Contains or borders, a river, stream, lake, drainage ditch, or canal.

Within 1.5 KM of a sour gas facility.

## Existing Use of The Land

## Proposed Use of The Land

## OFFICE USE ONLY

Current Zoning \_\_\_\_\_

Town File # \_\_\_\_\_

Date Received \_\_\_\_\_

MPS File # \_\_\_\_\_

# Subdivision Application

## Property Information & Checklist



**Describe the general topography of the site:**

**Describe the vegetation and water bodies on/near the site:**

**Describe the soil conditions of the site:**

**Describe any building/structure currently on the land and whether they'll be removed:**

**How do you plan to provide servicing to the subdivided parcels?  
(Water, sewage, electrical, gas, etc.)**

## **Subdivision Application Package Requirements**

Tentative Plan of Subdivision Completed by  
a Qualified Surveyor and/or Engineer

Site Orthophoto Showing  
Full Extent of Property

Certificate of Title\* (<30 days)

\*If the applicant is unable to obtain a Certificate of Title, the Town will acquire one for an additional fee of \$15.