

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

Lot ____ Block ____ Plan ____

Applicant

Same as Property Owner

Name _____

Address _____

Town/City _____ Postal Code _____

Phone _____

E-mail _____

Signature _____

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 _____

Date Received _____

Town File # _____

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.*