

**APPLICATION FOR
SUBDIVISION APPROVAL**

July 2023

For Office Use Only

File Number: _____ Date of receipt of completed application: _____

Fees submitted: Yes No

A complete and full application for subdivision approval consists of the following:

- this form completed accurately and in full,
- a current (less than 30 days old) copy of the title(s) of the subject land,
- a subdivision sketch (hard copy or electronic) acceptable to the City of Red Deer, and
- payment of the applicable application fees

In the course of reviewing the application, the Subdivision Authority may request additional information or documentation from the applicant that the Subdivision Authority considers necessary to review the application.

The following information is required to facilitate the review of the application. This form is to be completed accurately and in full, wherever applicable, by the registered owner of the land that is the subject of the application or by a person authorized to act on the registered owner's behalf.

1. NAME OF REGISTERED OWNER OF THE LAND TO BE SUBDIVIDED (Please Print) _____ MAILING ADDRESS _____

EMAIL _____

PHONE NUMBER _____

2. NAME OF THE AGENT (PERSON) AUTHORIZED TO ACT ON BEHALF OF THE REGISTERED OWNER _____ MAILING ADDRESS _____

EMAIL _____

PHONE NUMBER _____

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

All/Part of the _____ ¼ Sec. _____ Twp. _____ Range _____ West of the 4th Meridian

Being all/part of: Lot(s) _____ Block _____ Plan _____ C.O.T. No. _____

Area of the above parcel of land to be subdivided _____ m² or hectares

4. LOCATION OF LAND TO BE SUBDIVIDED

a. Is the land situated immediately adjacent to the municipal boundary? Yes No

b. Does the proposed parcel contain or is it bounded by a river, stream, lake or other body of water, or by a drainage ditch or canal? Yes No

If "Yes," state its name _____

c. Is the proposed parcel within 1.5 km of a sour gas facility? Yes No

5. DESCRIBE EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

- a. Existing use of the land _____
- b. Proposed use of the land _____
- c. Land use district (zoning) of the land as classified in the Land Use Bylaw _____

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (WHERE APPROPRIATE)

- a. Describe the nature of the topography of the land (e.g., flat, rolling, steep, mixed) _____

- b. Describe the nature of the vegetation and water on the land (e.g., brush, shrubs, tree stands, woodlots, sloughs, creeks) _____

- c. Describe the kind of soil on the land (e.g., sandy, loam, clay) _____

7. EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

- a. Describe any buildings or structures on the land and whether they are to be demolished or moved:

8. WATER AND SEWER SERVICES

- a. If the proposed subdivision is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewer disposal:

9. ADDITIONAL INFORMATION

- a. Municipal address of land (if any) _____
- b. Proposed land use district (if amendment required) _____
- c. Total number of parcels (new titles) being created, including any remaining land in title _____
- d. Size of parcels being created _____
- e. Proposed use of remaining land in title _____
- f. Proposed disposition of reserves:
 - Land Dedication (location and areas to be shown on sketch)
 - Money in place of reserves (registered owner may be required to provide an appraisal of the land)
 - Deferment (by Caveat)
 - Not applicable (e.g., existing title is less than 0.8 hectares, reserves previously provided, etc.).

10. MUNICIPAL SERVICES

Each proposed lot, including any remainder lot, is to be directly serviceable with municipal utilities (i.e., water, sanitary sewer, storm sewer, and power) without crossing one private lot to service another private lot.

- a. Are there any municipal water, sanitary sewer, storm sewer, and/or power service lines on the subject land that are to be retained? Yes No

If "Yes," please include an Existing Features sketch, satisfactory to Engineering Services, showing the surface drainage patterns and the location of municipal service lines relative to the proposed new lots.

11. INDICATE IF THE SUBJECT LAND IS SITUATED WITHIN: YES NO
- a. 450 m of an operating or non-operating landfill or hazardous waste management facility
 - b. 300 m of an area of parcel of land currently being used for the processing of waste water
 - c. 300 m of a livestock feeding lot.

12. INDICATE IF THE SUBJECT LAND CONTAINS OR IS NEAR ABANDONED OIL OR GAS WELLS: YES NO
- a. Does an Abandoned Oil or Gas well exist within or near the subject land?
 - b. Is a map attached from the Alberta Energy Regulator website (www.aer.ca) indicating if/where any abandoned oil and gas wells are located within or near the proposed subdivision area as required by AER Directive 079.
- Note the other requirements/responsibilities of the applicant in Directive 079 if an abandoned well or pipeline is on or near the subject land.

13. RIGHT-OF-ENTRY

The characteristics of the land must be considered when subdivision applications are reviewed. A visual inspection of the area proposed for subdivision is necessary to determine these characteristics. As the owner, or person in possession of the land proposed for subdivision, please indicate below, whether an authorized person may enter upon your land to carry out a visual inspection.

I am in favor of an inspection of the property, or I am opposed to an inspection of the property

14. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF

I, _____ hereby certify that
 Print Full Name

- I am the registered owner(s), or
- I am the agent authorized to act on behalf of the registered owner and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision.

15. AUTHORIZATION, IF APPLICABLE, TO ACT ON BEHALF OF THE REGISTERED OWNER:

I (We) hereby authorize _____ to act on my (our) behalf on matters pertaining to this application for subdivision.

 Signature of Owner(s)

NOTE: Any personal information on this form is collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act for the purpose of evaluating the proposed subdivision and may be circulated to relevant agencies and adjacent landowners for a consistent purpose. If you have any questions regarding the collection, use and protection of this information, please contact the City Planning & Growth Manager at 403-304-8383.