

## APPLICATION FOR SUBDIVISION APPROVAL

### *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.

<p>1. NAME OF REGISTERED OWNER OF THE LAND TO BE SUBDIVIDED (Please Print)</p> <p>_____</p> <p>EMAIL _____</p>	<p>MAILING ADDRESS</p> <p>_____</p> <p>PHONE NUMBER _____</p>
<p>2. NAME OF THE AGENT (PERSON) AUTHORIZED TO ACT ON BEHALF OF THE REGISTERED OWNER</p> <p>_____</p> <p>EMAIL _____</p>	<p>MAILING ADDRESS</p> <p>_____</p> <p>PHONE NUMBER _____</p>
<p>3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED</p> <p>All/Part of the _____ ¼ Sec. _____ Twp. _____ Range _____ West of the 4<sup>th</sup> Meridian</p> <p>Being all/part of: Lot(s) _____ Block _____ Plan _____ C.O.T. No. _____</p> <p>Area of the above parcel of land to be subdivided _____ m<sup>2</sup> or hectares</p>	
<p>4. LOCATION OF LAND TO BE SUBDIVIDED</p> <p>a. Is the land situated immediately adjacent to the municipal boundary? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>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 <input type="checkbox"/> No <input type="checkbox"/></p> <p>If "Yes," state its name _____</p>	

- 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    | <input type="checkbox"/> | <input type="checkbox"/> |
| b. 300 m of an area of parcel of land currently being used for the processing of waste water | <input type="checkbox"/> | <input type="checkbox"/> |
| c. 300 m of a livestock feeding lot.   | <input type="checkbox"/> | <input type="checkbox"/> |

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?   | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Is a map attached from the Alberta Energy Regulator website ( <a href="http://www.aer.ca">www.aer.ca</a> ) indicating if/where any abandoned oil and gas wells are located within or near the proposed subdivision area as required by AER Directive 079.<br>Note the other requirements/responsibilities of the applicant in Directive 079 if an abandoned well or pipeline is on or near the subject land. | <input type="checkbox"/> | <input type="checkbox"/> |

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: The personal information collected through this form is for the purpose of evaluating the proposed subdivision and may be circulated to relevant agencies and adjacent landowners for a consistent purpose. This collection is authorized by section 4(c) of the Protection of Privacy Act and section 3 of the Municipal Government Act. For questions about the collection of personal information, contact [planning@reddeer.ca](mailto:planning@reddeer.ca) or 403-406-8711.