

# Subdivision Application

## Application for Subdivision



**LLOYDMINSTER**

**Application Date:** \_\_\_\_\_

The following information is required in order to facilitate the review of the application for subdivision. It is collected under the authorization of the Subdivision and Development Regulations, Alberta Ref. 48/2011, as needed.

**Property Information**

**Municipal Address (if applicable)**

\_\_\_\_\_

**Legal Description of Land to Be Subdivided (all/parts of)**

Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_

\_\_\_\_\_ ¼ Sec. \_\_\_\_\_ Twp. \_\_\_\_\_ Rge. \_\_\_\_\_ W \_\_\_\_\_ M \_\_\_\_\_

**Applicant Information**

Applicant Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Land Owner Information**

Owner Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Existing and Proposed Use of Land**

Existing use of the Land: \_\_\_\_\_ Current Zoning: \_\_\_\_\_

Proposed Land Use District: \_\_\_\_\_

**Descriptions of Current Structures on Land**

Are there currently any buildings or structures on the land?  Yes or No

If Yes, describe the buildings and/or structures on the land. Will they be demolished or moved?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Application Info (for office use only)**

**Application #** \_\_\_\_\_

Fees \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

PD File # \_\_\_\_\_ Date App Complete: \_\_\_\_\_

Notification: \_\_\_\_\_

Attachments: \_\_\_\_\_

Referrals Sent Date: \_\_\_\_\_

File Closed Date: \_\_\_\_\_

**Land Information**

**Application for:**  Subdivision **OR**  Consolidation

Acres: \_\_\_\_\_ Hectares: \_\_\_\_\_

# of Parcels Created \_\_\_\_\_  
(Including any remaining land)

**Location Information of Land to be Subdivided**

a. Is the land situated in Lloydminster?  Yes or No

b. Is the land adjacent to the municipal boundary?  
 Yes or No

If yes, the adjoining municipality is: \_\_\_\_\_

c. Is the land situated within 0.8 km of a highway right-of-way?  
 Yes or No

If yes, the highway # is: \_\_\_\_\_

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

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

If yes, state its name: \_\_\_\_\_

f. Is the land situated within 450 metres of an operating or non-operating landfill or hazardous waste management facility?  
 Yes or No

g. Is the land situated within 300 metres of a parcel of land that is currently being used for the processing of wastewater?  
 Yes or No

**Collection and Use of Personal Information:**

The personal information being collected on this form is for the purposes of processing and acting upon this application in accordance with the Municipal Government Act, and is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act (FOIP). The City will not share your personal information for purposes outside of those stated without your permission in writing, unless there is a specific exemption stated in the Municipal Government Act.

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### Physical Characteristics of Land

a. Describe the mature topography of the land (flat, rolling, steep, mixed etc.) \_\_\_\_\_

b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, sloughs, creeks, etc.) \_\_\_\_\_

c. Describe the kind of soil on the land (sandy, loam, clay etc.) \_\_\_\_\_

\_\_\_\_\_

### Abandoned Well Information

1. Does an Abandoned Oil or Gas well exist within the subject area of the application?  Yes or  No

2. **Alberta Applications**  
Please provide a map providing information surrounding oil and gas development in the proposed subdivision area. Alberta Site information can be found through the Alberta Energy Regulator's (AER) OneStop application at: <https://extmapviewer.aer.ca/Onestop/Public/index.html> or Government of Alberta's GeoDiscover application at: <https://geodiscover.alberta.ca>

3. **Saskatchewan Applications**  
Please provide a map providing information surrounding oil and gas development in the proposed subdivision area. Saskatchewan Site information can be found using Geoatlas: <https://gisappl.saskatchewan.ca/Html5Ext/index.html?viewer=GeoAtlas>

### Water and Sewer Services

Is the proposed subdivision going to be served by the Municipal water distribution system and wastewater collection system?  Yes or  No

If no, please describe the manner in which water services and sewer disposal will be provided. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Application #** \_\_\_\_\_ **PD File #** \_\_\_\_\_

### Proposed Disposition of Reserves

Land Dedication (location and areas to be shown on plan)  
 Cash-in-Lieu (see note below)  
 Deferment (by Caveat)  
 Not Applicable

**Note:** In the event that the Subdivision Authority decided that money is to be provided in place of reserves, the registered owners may be required to provide an appraisal of the land referred to in the Subdivision Application.

### Right of Entry

The characteristics of the land must be taken into account when subdivision applications are reviewed. A visual inspection of the area proposed for subdivision is necessary to determine these characteristics. As the owner, a 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

### Authorization

I \_\_\_\_\_ hereby certify that:

I am the registered owner of the land proposed for subdivision and all statements contained herein are true

I am not the registered owner, however I am authorized to act on behalf of the registered owner(s); and that all statements contained herein are true.

Registered owner(s) authorization form attached if application is submitted by an authorized contact and/or agent.

I have read and agree to all submission requirements.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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Item	Application Requirements for Submissions
<input type="checkbox"/> <b>Application Fee</b>	<ul style="list-style-type: none"> <li>As per fee Schedule</li> </ul>
<input type="checkbox"/> <b>Owner Authorization Letter</b>	<ul style="list-style-type: none"> <li>A letter of authorization from the registered landowner (if applicant is not the property owner)</li> </ul>
<input type="checkbox"/> <b>A Complete Application Form</b>	<ul style="list-style-type: none"> <li>Complete application includes signature, payment and all necessary information in regards to the subdivision filled out. Application <b>MUST</b> be dropped off in person or emailed. Faxed and illegible applications will not be accepted.</li> </ul>
<input type="checkbox"/> <b>Certificate of Title</b>	<ul style="list-style-type: none"> <li>1 Certificate of Title or Land Title Search of the property, obtained no more than 30 days prior to the date of application. The Title search can be obtained from Alberta Registries (SPIN) Or Information Services Corporation (ISC) in Saskatchewan;</li> <li>If a current land title is not provided, the City can do so on your behalf for an additional fee of \$20.</li> </ul>
<input type="checkbox"/> <b>Plan of Proposed Subdivision</b>	<ul style="list-style-type: none"> <li>Signed and Sealed, showing existing and proposed easements and existing buildings;</li> <li>The Plan must be an original;</li> <li>A reduced copy of this plan, not larger than 11X17 must also be submitted.</li> </ul>
<input type="checkbox"/> <b>Digital File</b>	<ul style="list-style-type: none"> <li>An AutoCAD compatible format to accompany all applications by Plan. Email to: <a href="mailto:planning@lloydminster.ca">planning@lloydminster.ca</a></li> </ul>
<input type="checkbox"/> <b>ERCB Information (Alberta) or Digital Well Log Data Base Information Saskatchewan</b>	<ul style="list-style-type: none"> <li>Information concerning active or abandoned oil and gas wells on the property.</li> </ul>
<b>Notes:</b>	<ul style="list-style-type: none"> <li><b>Application Fees are non-refundable. Once application processed, no fees will be reimbursed.</b></li> </ul>