

Clear Form

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**1. Owner Information**

Name of Registered Landowner(s)			
Address(es)		Postal Code(s)	
Email(s)		Telephone(s)	

**2. Applicant Information**

Name of Authorized Person or Agent Acting on Behalf of Registered Owner(s)			
Address		Postal Code	
Email		Telephone	

**3. Legal Description and Area of Land to be Subdivided**

All / part of the	¼ Sec.	Twp.	Range	West of 6th Meridian
Being all / part of Lot	, Block	, Reg. Plan No.		C.O.T. No.
Area of the Above Parcel to be Subdivided in Hectares				
Municipal Address			Number of Lots Created	

**4. Location of Land to be Subdivided**

a) Is the land situated immediately adjacent to the municipal boundary?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
b) Is the land situated within 1.6 kilometres of the centre line of a highway right-of-way?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If "yes", the Highway is # _____, the Secondary Road is # _____		
c) Does the proposed parcel contain, or is adjacent to, a river, stream, lake or other body of water, or near a drainage ditch or canal?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If "yes", state its name: _____		
d) Is the proposed parcel within 1.5 kilometres of a sour gas facility?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
e) Is the land to be subdivided in the urban service area or the rural service area?	<input type="checkbox"/> Urban	<input type="checkbox"/> Rural

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f) Is the land the subject of a licence, permit, approval, or other authorization granted by the Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy and Utilities Board or Alberta Utilities Commission?

Yes  No

If "yes", please describe:

g) Is the land the subject of the application is the subject of a licence, permit, approval, or other authorization granted by the Minister or granted under any Act the Minister is responsible for under s.16 of the Government Organization Act\*?

Yes  No

\*The Minister is responsible for the following Acts: AB Land Stewardship Act, Environmental Protection Act, Public Lands Act, Surveys Act, Water Act. Please see attached list of resources for identifying this information.

## 5. Existing and Proposed Use of Land to be Subdivided

Describe:

a) Current use of the land

b) Proposed use of the land

c) The designated use of the land as classified under the Land Use Bylaw

d) Has the land recently been rezoned?

Yes  No

## 6. Subdivision Design

a) Area Structure Plan (ASP) Name

b) Outline Plan (OP) Name

c) Proposed Subdivision Name & Phase

## 7. Physical Characteristics of Land to be Subdivided

a) Describe the nature of the topography of the land (flat, rolling, steep, mixed)

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

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

d) Has the site subject to subdivision had any fill brought in and, if yes, how may it affect foundations?

### 8. Land Uses in the Vicinity of the Land to be Subdivided

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| a) Within 450 m of the working area of an operating landfill                                  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| b) Within 450 m of the disposal area of a non-operational hazardous waste management facility | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| c) Within 300 m from the working area of an operational wastewater treatment plant            | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| d) Within 300 m of the working area of an operational waste storage site                      | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| e) Within 300 m of a livestock feeding lot  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

### 9. Existing Buildings on the Land Proposed to be Subdivided

Describe any buildings, historical or otherwise, and any structures on the land and whether they are to be demolished or moved.

### 10. Water and Sewer Services

If the proposed subdivision is to be serviced by anything other than a water distribution system and wastewater collection system, describe the manner of providing water and sewage disposal. Model process documentation must be submitted with this application if the land is unserved and is in the rural service area.

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**11. Provisions For Reserve**

Proposed provisions made for reserve relative to the application.

**Land dedication** (location and areas to be shown on plan)

**Deferment** (by caveat)

**Money in lieu of reserves\***

**Not applicable** (reserves previously provided)

\*In the event that the Subdivision Authority decides that money is to be provided in place of reserves, the registered owner will be required to provide a current appraisal of the land prior to issuing an approval.

**12. Indicate if the land that is the subject of the Subdivision Application contains an Abandoned Oil and Gas Well**

(please attach abandoned well form)

a) Does an abandoned oil and gas well exist within the subject area?

Yes  No

b) Is a map attached from the Alberta Energy Regulator (AER) website ([www.aer.ca](http://www.aer.ca)) indicating if/ where any abandoned oil and gas wells are located within the proposed subdivision area?

Yes  No

(required as per Municipal Affairs Bulletin 05/12 ERCB Directive 079)

**13. Registered Owner or Person Acting on Their Behalf**

I am the registered owner, and the information given on this form is full and complete and is, to the best of my knowledge, a true statement of facts relating to my application for subdivision approval.

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

I consent to receive documents and correspondence by email.

Address

Telephone

Email

Date

Print Name

Signature

**For Office Use Only**

File No.

Date Received

Fees

Date Deemed Completed

Notes

## Legislation

The following information is required to facilitate the review of the application for subdivision. It is collected under the authorization of the Matters Related to Subdivision and Development Regulation, Alberta Reg. 84/2022.

## Submission Information

This form is to be completed in full by the registered owner of the land or by an authorized person acting on his/her behalf.

Please include the Application Checklist and Application Form, with supporting Forms and Payment of Fees. Any portion of the required forms that are not filled out will deem this application incomplete.

Completed subdivision applications should be dropped off at the at the City Service Centre (9505 112 Street) to the attention of the Subdivision Authority with digital files on a USB drive.

## Questions

If you have questions about the application form or the application process, please contact **780-538-0438** or [subdivisions@cityofgp.com](mailto:subdivisions@cityofgp.com).

## FOIP Act Policy

This information is being collected under the Authority of Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act, RSA 2000, c. F-25, as amended from time to time, and will be used in the processing of the subdivision application and shared with outside organizations for the purpose of processing applications. Your personal information is protected by the privacy provisions of the FOIP Act. Please forward any questions or concerns to [subdivisions@cityofgp.com](mailto:subdivisions@cityofgp.com).