



# COUNTY OF STETTLER NO. 6

## SUBDIVISION APPLICATION

This form is to be completed in full wherever applicable by the registered owner of the land that is the subject of this application or by a person authorized to act on the registered owner's behalf. The application form must be accompanied by a subdivision sketch that provides applicable details of the proposed subdivision. If there are any additional supporting documents (i.e. photos, professional studies, etc.) that help explain the application, please provide them upon submission.

Office Use Only	
Application Fee:	
RDF Contribution:	
Receipt #:	
Date Received:	
Land Use District:	
File #:	

1. CONTACT INFORMATION	
Applicant Name(s):	
Mailing Address:	Postal Code:
Phone #:	
Email:	
Landowner Name(s), if not the Applicant:	
Mailing Address:	Postal Code:
Phone #:	
Email:	

2. CONSENT TO ELECTRONIC PROCESS	
I/We, the landowner(s) and/or agent(s) acting on behalf of the landowner(s), consent to the use of email communication, which includes electronic documents, stamps, and signatures, for all notices related to this application.	<input type="checkbox"/> YES <input type="checkbox"/> NO

**3. LEGAL LAND DESCRIPTION**

All/part of the \_\_\_\_\_ ¼ Sec. \_\_\_\_\_ Twp. \_\_\_\_\_ Range \_\_\_\_\_ West of the \_\_\_\_\_ Meridian

Being all/part of Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_

Municipal Address (if applicable):

**4. SUBDIVISION PROPOSAL (a subdivision sketch must be attached to your application)**

Total number of parcels to be created:

Proposed parcel size(s):

Existing use of land:

Proposed use of new parcel(s):

Proposed use of remaining land in title:

Describe any buildings/structures on the proposed parcel(s) and whether they are to be demolished or moved:

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**5. PHYSICAL CHARACTERISTICS OF LAND**

Describe the nature of the topography of the land (flat, rolling, steep, mixed, etc.):

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

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## 6. LOCATION OF LAND

Is the subject site situated immediately adjacent to a municipal boundary?

YES  NO

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

Is the subject site situated within 1.6 km of the centre line of a highway right-of-way?

YES  NO

Does the proposed parcel contain or is it adjacent to a river, stream, lake, to other body of water or by a drainage ditch or canal?

YES  NO

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

## 7. WATER AND SEWER SERVICES

Describe the method of water (i.e. well, cistern) and sewage disposal (i.e. septic field, open discharge system, etc.) if the proposed parcel is to be served by a system other than a municipal water distribution and municipal wastewater collection system:

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## 8. RIGHT OF ENTRY

The characteristics of the land must be considered when subdivision applications are reviewed. A visual site 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, whether an authorized person may enter upon your land to carry out a visual site inspection.

Yes, I am in favour of an inspection of my property.

No, I am not in favour of an inspection of my property.

9. APPLICANT/OWNER AUTHORIZATION

I/We \_\_\_\_\_ hereby certify that:  
print full name(s)

\_\_\_\_\_ I am the registered owner,                      **OR**                      \_\_\_\_\_ I am the agent authorized to act on behalf  
of the registered owner(s),

and confirm 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 subdivision application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

10. AGENT AUTHORIZATION (if applicable), TO ACT ON BEHALF OF THE REGISTERED OWNER

I/We hereby authorize \_\_\_\_\_ (print full name) to act in my/our behalf on matters pertaining to this subdivision application.

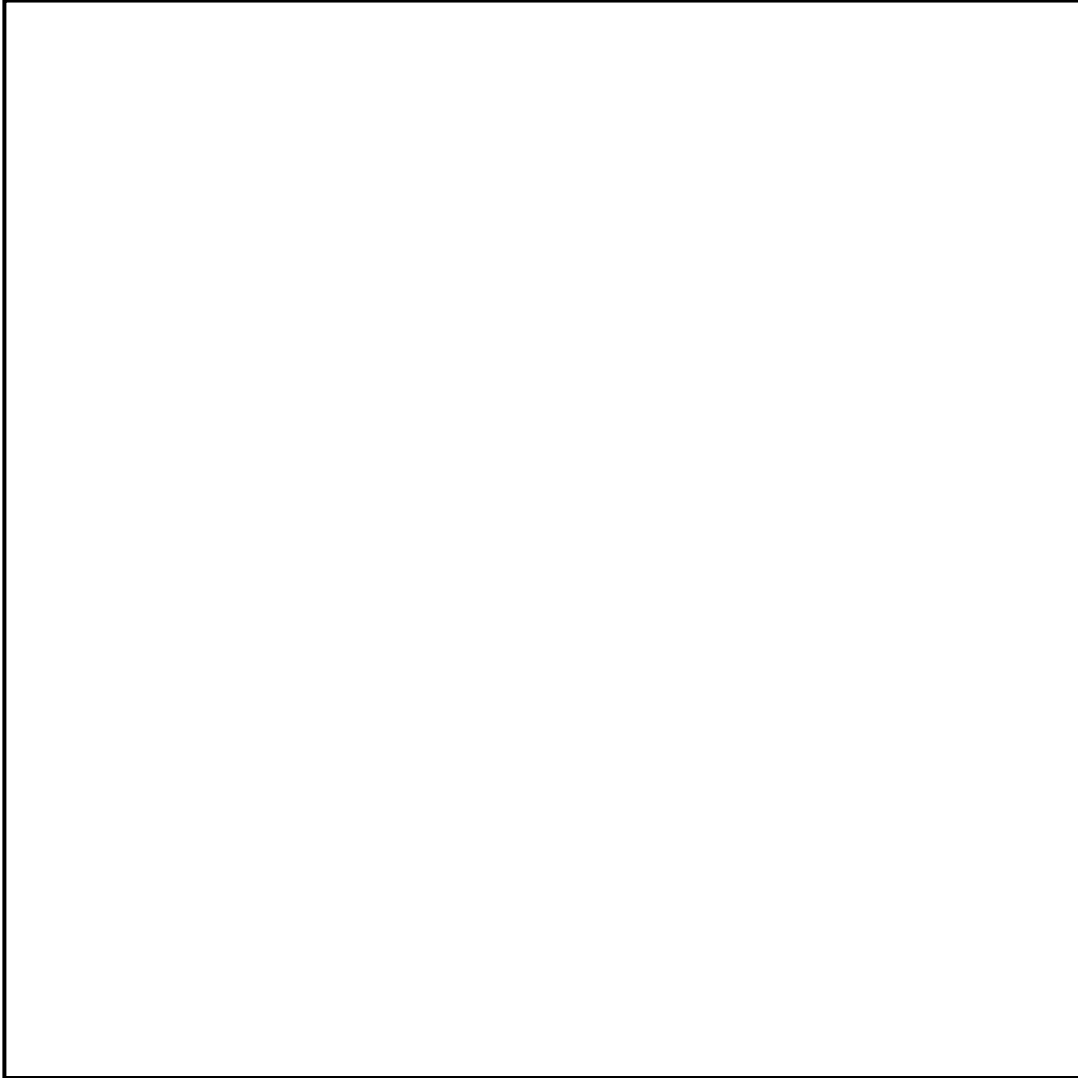
\_\_\_\_\_  
Signature Owner

\_\_\_\_\_  
Signature Owner

Note: The personal information requested in these forms is protected under the Freedom of Information and Protection of Privacy Act (FOIPP). Collection of the personal information on this form is authorized under the Municipal Government Act and is requested for the purpose of the County's subdivision process. The information will be used by County staff and representatives for contact information and is not disclosed to other parties. If you have any questions regarding FOIPP, please phone (403) 742-4441 and ask for the FOIPP coordinator.

# SUBDIVISION SKETCH

Please use the below square to create a subdivision sketch to accompany your application. Alternatively, you may attach a separate document that outlines the proposed subdivision. An example sketch is located on the next page.



1. The square is intended to represent the full quarter section where the subdivision is proposed. If your property is not a full quarter section, please draw your parcel shape within the square.
2. Locate and draw your proposed parcel within the property boundaries and show its dimensions.
3. Indicate all existing buildings that will remain or are to be removed from the proposed parcel and the distances from the proposed new boundaries.
4. Identify the location(s) of any roads and/or road allowances.
5. Identify the location(s) of the existing/proposed accesses to the proposed parcel and the remainder of the land.
6. Include shelterbelts, water wells, septic systems, utility lines, watercourses, steep slopes or any other feature relevant to the proposed subdivision.

Example of the information required on a subdivision plan  
Dimensions and distances shown here are examples only

