PONOKA COUNTY
APPLICATION FOR SUBDIVISION APPROVAL

File _____

Date Received _____

REGISTERED OWNER / AGENT INFORMATION

Registered Owner of Property _____ Phone No. _____

Address _____

Email address: _____

Applicant/Agent _____ Phone No. _____

Address _____

Email address: _____

LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED

Legal Description of Property: _____

(If applicable) Lot _____ Block _____ Plan _____ Blue Sign _____

Area of current title: _____ acres/ha(circle one) Area of lot(s) to be created: _____ acres/ha(circle one)

LOCATION AND PRESENT USE

If the land is immediately adjacent to a municipal boundary, give name of the other municipality _____

If the land is within a mile (1.6 km or 2 quarter sections) of a Highway or Secondary Hwy, give its number _____

If the proposed parcel is within 1.6 km (one mile) of a sour gas facility, give its location _____

If the proposed parcel contains or is bounded by a river, stream, lake or other water body, or by a drainage ditch or canal, give its name _____

Present land classification (zoning or district) _____

PROPOSED SUBDIVISION

Describe the proposed subdivision _____

_____

_____ Number of lots to be created _____

Describe any existing buildings on the proposed parcel(s) _____

List all utility services available (water, sewer, gas, power, etc) _____

Describe the soil, slope and vegetation _____

Describe the present sewage disposal system and indicate its location on a sketch _____

_____

OWNER'S APPLICATION AND CONSENT

1. I am the registered owner of the property as noted.
2. I am applying for approval to subdivide the property as noted.
3. The information 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.
4. I consent to staff/agents of the County and referral agencies to enter the above noted lands to conduct a site inspection.

5. I acknowledge the Decision Time Limit of **60 days**: Under S. 6(b) of the ALBERTA REGULATION 43/2002, SUBDIVISION AND DEVELOPMENT REGULATION
6. The information on this form may be released under S.653 of the Municipal Government Act or successor legislation.
7. (*Optional*) I nominate the person noted below to act as my agent in processing the application.
8. The personal information provided is being collected under the authority of the Municipal Government Act RSA 2000 chapter M-26 and will be used for the purposes under that Act. The personal information may be made public, subject to the provisions of the Freedom of Information and Protection of Privacy Act.

_____ _____

Signature *Date*

OWNER'S AGENT (if applicable)

Name:_____

Address:_____City:_____ Province:_____ P/C:_____

Telephone:_____Fax: _____ E-mail:_____

_____ _____

Signature of Owner's Agent: *Date:*

Fee Schedule

Initial Subdivision Application Fees (due at the time of application):

- Single lot: **$600**
- Multi-lot: **$1000 plus $100 per new lot created**

Lot Line (Boundary) Adjustment: **$200**

Time extension of subdivision approval **$10**

Endorsement Fees (due at the time of plan endorsement): **$100.00 per new lot created**
(Lot line/boundary adjustments, Roads, reserve lots and public utility lots are excluded)

NOTE: A DETAILED SKETCH OF THE PROPOSED LOT MUST BE SUBMITTED ALONG WITH THE APPROPRIATE FEES FOR THE APPLICATION. WITHOUT THE DRAWING AND THE APPROPRIATE FEES, THE APPLICATION CANNOT BE PROCESSED.

The personal information collected through this form is for the purpose of processing applications – including eligibility, review and communication of decisions. This collection is authorized per section 4(c) of the Protection of Privacy Act and the information collected will also be subject to the Access to Information Act. For questions about the collection of personal information, contact Peter Hall, CAO at ponokacounty@ponokacounty.com or at 403-783-3333.

Sketch of Proposed Subdivision

_____ ¼ Sec: _____ Twp ____ Range ____ W___4

NORTH

WEST

EAST

Please mark existing road allowances on sketch

Attach this sketch to your subdivision application and return all to:

Ponoka County
4205 Hwy #2A, Ponoka, AB T4J 1V9
Email: Subdivisions@PonokaCounty.com