



Subdivision Application

Office Use	
Application No: _____	Application Received: _____
Application Fee: \$ _____	Application Deemed Complete: _____
Land Use District: _____	

1. Contact Information

Registered Owner's Name(s): _____

Phone/Cell Phone: _____ Email: _____

Mailing Address: _____

Name of Applicant: _____

Phone/Cell Phone: _____ Email: _____

Mailing Address: _____

Name of Surveyor: _____

Phone/Cell Phone: _____ Email: _____

Mailing Address: _____

2. Land Information

Quarter: _____ Section: _____ Township: _____ Range: _____ W4M

Being all / part of Lot/unit (s) _____ Block: _____ Plan: _____

Municipal address (if applicable): _____

Certificate of Title No. (s): _____

Total area of existing parcel of land is: _____ Hectares or _____ Acres

Total number of lots to be created: _____ Size of lot(s): _____

3. Location of Land to be Subdivided

Is the land adjacent to a municipal boundary? ☐ Yes ☐ No

If yes, the adjacent municipality is: _____

Is the land within 1.6 kilometres (1 mile) of a highway right-of-way? ☐ Yes ☐ No

If yes, the highway is: _____

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

If yes, state its name: _____



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Is the proposed parcel within 1.5 kilometres (0.93 miles) of a sour gas facility? ☐ Yes ☐ No

Is there a Confined Feeding Operation on the land or within 1.6 kilometres (1 mile)? ☐ Yes ☐ No

Is the land subject of the application, the subject of a licence, permit, approval, or other authorization granted by any of the provincial agencies or regulatory bodies listed below? ☐ Yes ☐ No

- ☐ Alberta Energy and Utilities Board (AEUB)
- ☐ Alberta Energy Regulator (AER)
- ☐ Alberta Utilities Commission (AUC)
- ☐ Energy Resources Conservation Board (ERCB)
- ☐ Natural Resources Conservation Board (NRCB)

If 'yes', please describe:

Is the land subject of the application, 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 section 16 of the Government Organization Act*? ☐ Yes ☐ No

- ☐ Alberta Environmental Protection Act
- ☐ Alberta Land Stewardship Act
- ☐ Alberta Public Lands Act
- ☐ Alberta Surveys Act
- ☐ Alberta Water Act

If 'yes', please describe:

4. Existing and Proposed Use of the Land to be Subdivided

Existing use of the land: _____

Proposed use of the land: _____

Existing Designated use of the land as classified under the Land Use Bylaw: _____

5. Physical Characteristics of the Land to be Subdivided

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

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

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

Are there any active oil or gas wells or pipelines on the land? *Refer to Abandoned Well Statement.* ☐ Yes ☐ No



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Are there any abandoned oil or gas wells or pipelines on the land? *Refer to Abandoned Well Statement.*

☐ Yes ☐ No

6. Existing Buildings on the Land to be Subdivided

Is this a vacant parcel (devoid of any structures or buildings)?

☐ Yes ☐ No

If no, list all structures or buildings on the land:

7. Services

Water

Describe existing source of potable water: _____

- ☐ Onsite well
☐ Offsite well
☐ Cistern
 Cistern Water Source _____
☐ Other

Describe proposed source of potable water: _____

- ☐ Onsite well
☐ Offsite well
☐ Cistern
 Cistern Water Source _____
☐ Other

Sewage Disposal

Describe existing sewage disposal: _____

- ☐ Sub-surface treatment field
☐ Treatment mound
☐ Open Discharge
☐ Lagoon
☐ Holding Tank
☐ Other

Year Installed _____

Describe proposed sewage disposal: _____

- ☐ Sub-surface treatment field
☐ Treatment mound
☐ Open Discharge
☐ Lagoon
☐ Holding Tank
☐ Other

Year Installed _____

8. Reason for the Application

Describe the reasoning behind this subdivision application:



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9. Abandoned Wells Statement

This information can be obtained from the Alberta Energy Regulator's (AER) Abandoned Well Viewer ([AER - Abandoned Well Map Viewer](#)) or by contacting the AER Customer Contact Centre by telephone at 1-855-297-8311 or by email inquiries@aer.ca.

Abandoned Wells Located

I _____ the registered owner(s) (or authorized applicant) of _____ have consulted the Alberta Energy Regulator (AER) Abandoned Well Map Viewer and verified that: **ABANDONED WELLS ARE LOCATED ON THE PROPERTY SUBJECT TO THIS APPLICATION.**

☐ I have attached a copy of the AER map showing the subject property and a list identifying and locating the abandoned well(s) and on the subject property.

☐ I have contacted the responsible licensee(s) and the exact well location(s) has/have been confirmed.

The actual well location on the subject parcel must be shown on the subdivision sketch and the setback established in the AER Directive 079 in relation to the existing or proposed building sites.

Additional information provided by the licensee(s) requiring a change in the setback area is attached:

☐ Yes

☐ Not Applicable

In the event that construction activity occurs within the setback area of the abandoned well(s) as a result of development on the subject property, the abandoned well(s) will be temporarily marked with on-site identification to prevent contact during construction.

No Abandoned Wells Located

I _____ the registered owner(s) (or authorized applicant) of _____ have consulted the Alberta Energy Regulator (AER) Abandoned Well Map Viewer, and verified that: **THERE ARE NO ABANDONED WELLS LOCATED ON THE PROPERTY SUBJECT TO THIS APPLICATION..**

☐ I have attached a copy of the AER map showing the subject property.

Date: _____ Applicant Signature: _____



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10. Registered Owner of Peron Acting on Their Behalf

I, _____ hereby certify that I am authorized to act on behalf of the register owner.

11. Right of Entry

I, _____ do ☐ / do not ☐ (please check one) authorize representatives of the Lethbridge County to enter my land for the purpose of conducting a site inspection and evaluation in connection with my application for subdivision. This right is granted pursuant to Section 653(2) of the Municipal Government Act.

12. Digital Correspondence Authorization

I, _____ hereby consent to receive all correspondence, notices, decisions, and related documents regarding this application by electronic mail (email).

I understand that email communication will be considered official notification from Lethbridge County for the purposes of this application.

Note: This authorization does not apply to the final endorsement package submitted by an Alberta Land Surveyor to Lethbridge County.

13. Declaration of Applicant and Registered Owner

I hereby certify 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.

I certify that the registered owner of the land is aware of and in agreement with this application.

Date: _____ Applicant Signature: _____

Registered Owner: _____

(Required, if different from agent/surveyor)

Print Name

Signature

Personal information collected on this form is collected in accordance with Section 653 of the Alberta *Municipal Government Act*. This information may also be shared with appropriate government/other agencies and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to the provisions of the *Access to Information Act and Protection of Privacy Act*.