



City of Beaumont

New Subdivision Application Package

Updated: 2020-07-23

INCLUDES:

Application Documents

- New Subdivision Application Checklist
- Subdivision Application
- Subdivision Computation Sheet
- Owner's Authorization Form
- Right-of-Entry Authorization Form
- Abandoned Wells Confirmation

City of Beaumont
Planning & Development
5600-49 Street
Beaumont, AB T4X 1A1
Phone: 780-929-8782
Fax: 780-929-3300
Email: planning@beaumont.ab.ca

All forms and supporting documents (listed below) **MUST** be submitted at time of application.

- Subdivision Application Form (Attached)
- Subdivision Computation Sheet (Attached)
- Owner's Authorization Form (Attached)
- Right-of-Entry Authorization Form (Attached)
- Abandoned Wells Confirmation Form (Attached)
- Certified up-to-date (30 days or less) Copy of Title and copies of any easements, caveats or other registered agreements that affect the use of the subject lands
- A real property report for any lot with buildings that will remain
- A Shadow Plan for all future phases of development that demonstrate how overall density minimum, and rear lane percentage is achieved (11 x 17 hard copy, PDF and AutoCAD)
- Proposed Plan of Subdivision (11 x 17 hard copy, PDF and AutoCAD)
 - Shows location, dimensions and boundaries of the lot(s) to be subdivided;
 - The proposed lot(s) to be registered in a land titles office;
 - The location, dimensions, and boundaries of each new lot to be created and any reserve land;
 - Existing rights-of-way of each public utility or other rights-of-way;
 - The location, use, and dimensions of buildings on the parcel that is the subject of the application and specifying those buildings that are proposed to be demolished or moved;
 - The location and boundaries of the bed and shore of any river, stream, watercourse, lake, or other body of water that is contained within or bounds the proposed or existing lot(s);
 - The location of any existing or proposed wells, any private sewage disposal systems, and the distance from these to existing or proposed building and existing or proposed lot lines;
 - All accesses, existing and proposed, to all lot(s), existing and proposed; and
 - The location of any tree stands or wetlands on the existing and proposed lot(s).
- Additional information may be required by the Subdivision Authority (refer to Land Use Bylaw 5.9.2)
- Fees (See current Planning, Development & Building Permit Fee Schedule)
MUST BE PAID AT TIME OF APPLICATION (cash/debit/cheque payable to City of Beaumont)

Questions regarding planning or completing application: planning@beaumont.ab.ca | 780-929-1350 or 780-929-3329

Planning & Development
5600 - 49 Street
Beaumont, AB T4X 1A1
780-929-8782
planning@beaumont.ab.ca

DATE RECEIVED
OFFICE USE ONLY

DATE PAID
OFFICE USE ONLY

OFFICE USE ONLY

SDA Number: _____

Land Use District(s): _____

Subdivision Name: _____

| Fees | Receipt #: |
|--------------------------------|------------|
| Subdivision Application: _____ | _____ |
| Notification Fee: _____ | _____ |
| Total Fees: | |

1. Property Information

All/part of the _____ ¼ Sec. _____, Twp. _____, Rge _____, West of the 4th Meridian
 OR Being all/part of Lot: _____ Block _____ Plan _____
 OR Municipal Address: _____
 C.O.T. No(s): _____
 Area of the above parcels of land to be subdivided _____ Hectares (_____ Acres)

2. Applicant and Property Owner Information

Applicant/Consultant Name: _____
 Mailing Address: _____
 Municipality: _____ Province: _____ Postal Code: _____
 Phone: _____ Cell Phone: _____
 Email (required): _____

Is the Applicant also the Registered Owner? Yes (Do not fill out below) No (Fill out below - written authorization from registered owner required)

Owner Name: _____
 Mailing Address: _____
 Municipality: _____ Province: _____ Postal Code: _____
 Phone: _____ Cell Phone: _____
 Email (required): _____

3. Location of Land to be Subdivided

a. Is the land situated immediately adjacent to the municipal boundary? No Yes
 If "yes", the adjoining municipality is: _____

b. Is the land situated within 1.6 kilometers (1 mile) of the right of way of a highway? No Yes
 If "yes", the Highway is No.: _____

c. Does the proposed parcel contain or is it bounded by a river, stream, lake or other body of water or by a drainage ditch or canal? No Yes
 If "yes", state its name. _____

d. Is the proposed parcel within 1.5 kilometers (0.9 miles) of a sour gas facility? No Yes

e. Does the proposed parcel contain an abandoned well? No Yes
 If "yes", please attach a map showing the actual well bore location of the abandoned well with a description of the minimum setback requirements as set out in ERCB Directive 079.

4. Existing and Proposed Use of Land to be Subdivided

a. Existing use of Land: _____
 b. Proposed use of Land: _____

5. Physical Characteristics of Land to be Subdivided

a. Describe the nature of topography of the land (flat, rolling, steep, mixed): _____
 b. Describe the nature of vegetation and water on the land (brush, cleared, shrubs, tree stands, woodlots, sloughs, creeks, etc.): _____
 c. Describe the kind of soil on the land (sandy, loam, clay, etc.): _____

6. Existing Buildings on the Land to be Subdivided

a. Describe any buildings and any structures on the land and whether they are to be demolished or moved: _____

7. Water and Sewer Services

a. If the proposed subdivision is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewage disposal or indicate N/A: _____

8. Applicant Authorization

I, _____ hereby certify that
 _____ I am the registered owner,
 _____ I am the agent authorized to act on behalf of the registered owner
 And 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 approval.

Address: _____ Signed: _____
 Phone Number: _____ Date: _____

FURTHER INFORMATION MAY BE PROVIDED BY THE APPLICANT ON THE RESERVE OF THIS FORM



5600-49 Street
Beaumont, AB T4X 1A1

P: (780) 929-8782
F: (780) 929-3300
planning@beaumont.ab.ca

Subdivision Computation Sheet

Date Submitted: _____

Subdivision File #: _____

| | |
|--|--|
| Area Structure Plan | |
| Neighbourhood Structure Plan | |
| Subdivision Name and Phase | |
| Legal Description or Municipal Address | |

| Land Use | Number of Hectares | % of Total Hectares | Number of Units | Density (net residential) | % of Total Units | Projected Population |
|----------------|--------------------|---------------------|-----------------|---------------------------|------------------|----------------------|
| Single Family | | | | | | |
| Semi-Attached | | | | | | |
| Multi-Attached | | | | | | |
| Apartment | | | | | | |
| Commercial | | | | | | |
| Mixed Use | | | | | | |
| | | | | | | |
| Total | | | | | | |

| Public Dedication | Total # of Hectares | % of Total Hectares |
|-------------------------------|---------------------|---------------------|
| A. Circulation | | |
| Streets | | |
| Arterial | | |
| Collector | | |
| Local | | |
| Lanes | | |
| Walkways | | |
| Emergency Access | | |
| Total Dedication | | |
| | | |
| B. Public Utility Lots | | |
| Total Dedication | | |

| Public Dedication | Total # of Hectares | % of Total Hectares |
|--|---------------------|---------------------|
| C. Municipal Reserve Dedication | | |
| Linkages | | |
| Parks | | |
| School Sites | | |
| | | |
| Total Dedication | | |
| Balance | | |
| | | |
| BALANCE DEFERRED TO: | | |
| Cash in Lieu | | |
| | | |
| D. Environmental Reserve Dedication | | |
| Total Dedication | | |

5% Additional Reserve can be dedicated if Density is 30 dwelling units or more per hectare of developable land (MGA Section 668)

Distribution of %5 Excess

| Uses | Hectare Required | Hectare Received | % of Total | Amount Required | Account Number | Transfer Date |
|----------------------|------------------|------------------|------------|-----------------|----------------|---------------|
| Parks | | | | | | |
| Schools | | | | | | |
| | | | | | | |
| Total Used | | | | | | |
| Balance | | | | | | |
| BALANCE DEFERRED TO: | | | | | | |

NOTES:



5600-49 Street
Beaumont, AB T4X 1A1

P: (780) 929-8782
F: (780) 929-3300
planning@beaumont.ab.ca

Owner's Authorization Form

I, _____ being registered owner(s) of
NAME OF REGISTERED OWNER(S)

_____ do hereby authorize _____
LEGAL DESCRIPTION OF PROPERTY INDIVIDUAL OR FIRM
SEEKING APPLICATION

to make application for subdivision affecting the above noted property.

REGISTERED OWNER(S)

SIGNATURE

ADDRESS

DATE

PLEASE NOTE:

The above signed Authorization pertains only to the above noted subdivision application to which it is attached.



5600-49 Street
Beaumont, AB T4X 1A1

P: (780) 929-8782
F: (780) 929-3300
planning@beaumont.ab.ca

**Municipal Government Act, 2000 (Section 653)
Right-of-Entry Authorization Form**

Owners' consent to the Right-of-Entry by an authorized person of the City of Beaumont for the purpose of a land site inspection relative to a proposed subdivision application.

Section 653 (2) of the Municipal Government Act stipulates that:

"If a subdivision application includes a form on which the applicant for subdivision approval may or may not consent to the municipality or its delegate carrying out an inspection, at a reasonable time, of the land that is the subject of the application, and if the applicant signs a consent to the inspection, a notice of inspection is not required to be given under Section 542(1)."

In accordance with this Section and the subdivision application requirements of the City, it is necessary that this form be completed and returned with your application submission.

I do _____ or do not _____ grant consent for an authorized person of the City of Beaumont to enter upon the subject land for a site inspection.

LEGAL LAND DESCRIPTION

NAME IN BLOCK CAPITALS

ADDRESS

DATE

SIGNATURE

DECLARATION - ABSENCE OF ABANDONED WELLS ON PARCEL

I, _____, have reviewed information from the Energy Resource and Conservation Board ("ERCB") and can advise that the information shows the absence of any abandoned wells on the parcel that is the subject of the attached application for Subdivision Application.

Subdivision Name: _____

Lot: _____ Block: _____ Plan: _____

Municipal Address: _____

Certificate of Title: _____

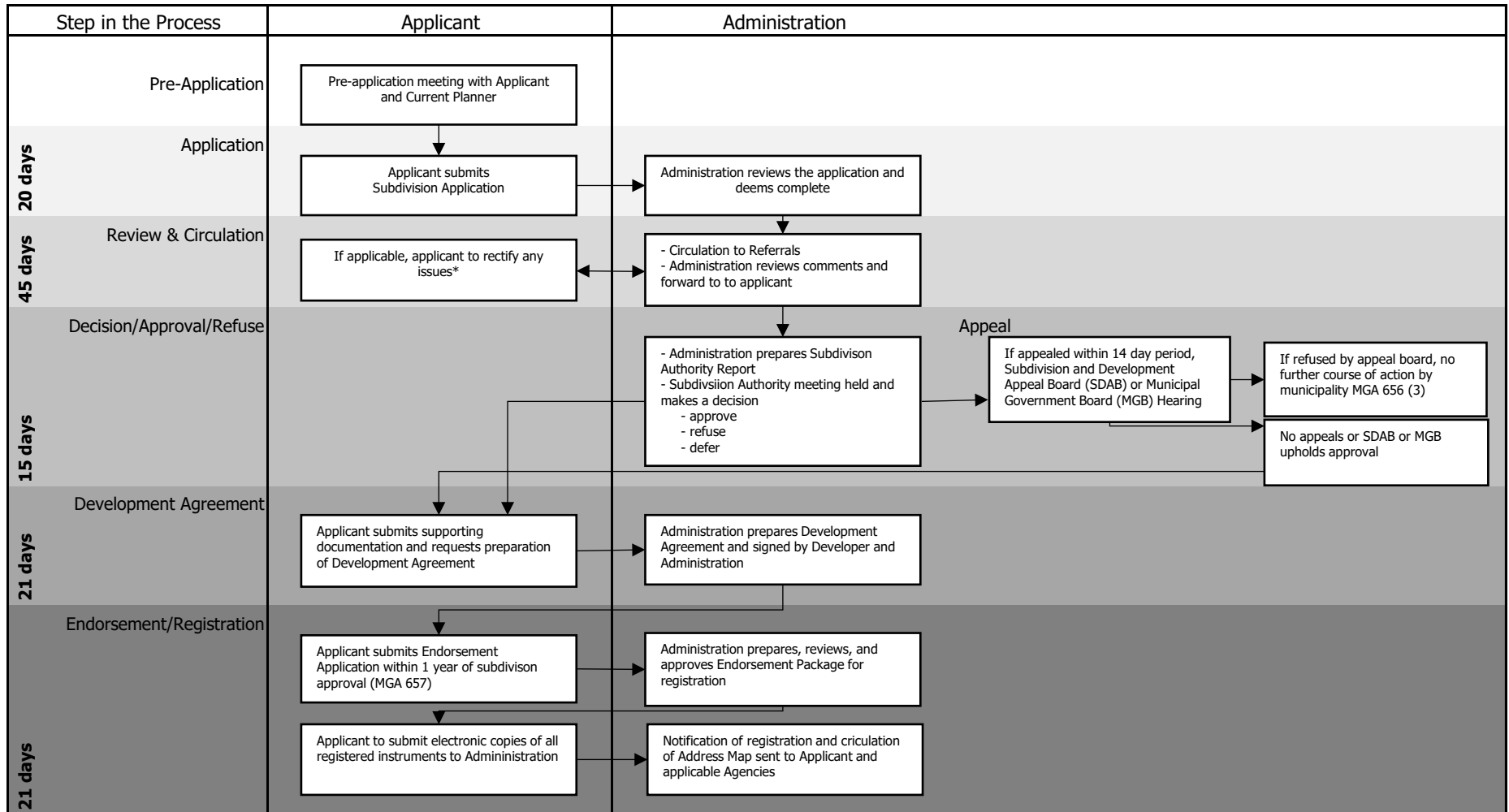
Signature

Printed Name

Date



SUBDIVISION APPLICATION PROCESS



Notes:

Updated: July 23, 2020

This diagram describes a General Subdivision Process

Process timeframe 4 + months (processing timeframe depends on Applicant submissions and possible revisions required)

* Concerns addressed and application finalized. Public Meeting may be held. Additional reports/studies may be required. Repeat technical review may be necessary.