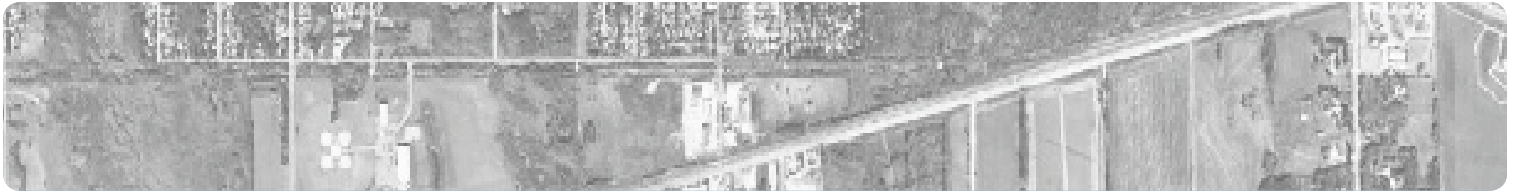


Subdivision Application

under The Planning Act C.C.S.M. c. P80



Before You Start

Meet with a planner at the Brandon and Area Planning District office, located at 638 Princess Avenue, Brandon MB, to discuss your proposed subdivision.



Application Requirements

a subdivision application form with all questions answered, and signed by the registered owner and applicant

a Subdivision Application Map (submitted as a PDF copy and a hard copy) prepared by a Manitoba land surveyor showing:

- ties to a minimum of two survey monuments
- proposed lot(s) with dimensions, area and angles
- location of all buildings on foundations and fixed structures
- driveway(s) including the current and proposed access
- onsite wastewater management systems and distance to proposed lot lines
- well
- existing above-ground utilities
- existing tree line and edge of field
- major water bodies
- title search

Status of Title(s) for all land to be included in the subdivision from a Manitoba land surveyor. The Status of Title(s) cannot be more than 30 days old.

Application fee payable to the Brandon and Area Planning District

A Subdivision Application Map is a requirement for all subdivision applications under the Subdivision Regulation and it must be prepared by a Manitoba land surveyor. Refer to the *Planning Resource Guide: Subdivision in Manitoba* for more details on application and map requirements.



Submission

Mail or drop off the completed application form, the required application fee, map, titles, and any supporting documents to the Brandon and Area Planning District office.

Your application will be considered incomplete and returned if any of the above requirements outlined in Section B are missing.

Refund Policy: A refund may be considered in the first two weeks following the date of receipt of a planning application. There will be no refund once the maps and/or mail lists have been prepared.

FOR PLANNING OFFICE USE ONLY:

Application Received By: _____ Date Received: _____

Planning File No.: _____ Receipt No.: _____ Amount Received: \$ _____

1 Registered Owner(s) Applicant

Name(s): _____

Name(s): _____

Address: _____

Address: _____

City/Town/Village: _____

City/Town/Village: _____

Province: _____

Province: _____

Postal Code: _____

Postal Code: _____

Email: _____

Email: _____

Phone (daytime): _____

Phone (daytime): _____

Cell Phone: _____

Cell Phone: _____

Your File No.: _____

2 Declaration

I, _____ hereby certify that I
am the registered owner of the land proposed for subdivision
OR
am authorized to act as the registered owner

and I hereby affirm that all statements contained within this application are complete and true, and I make this declaration conscientiously believing it to be true.

Registered Owner(s) signature: _____

Date: _____

Applicant signature: _____

Date: _____

3 Lawyer Contact Information (if applicable)

Name: _____

Firm: _____

Address: _____

Your File No.: _____

City/Town/Village: _____

Province: _____ Postal Code: _____

Email: _____

Phone: _____

7 Flooding and Drainage

- a. Has any part of this land been flooded? yes no don't know
 If yes, describe in more detail. _____

- b. How will the proposed lot(s) be drained?
 natural storm sewer
 ditches curb and gutter
- c. Is a new private drainage works proposed? yes no
- d. Do you have a water rights licence? yes no
 If yes, date issued: _____

The Water Rights Act requires a person to obtain a valid licence to control water or construct, establish, or maintain any water control works. Water control works are defined as any dike, dam, drain, drainage, culvert, etc. that temporarily or permanently alters or may alter the flow or level of water.

8 Sewer and Water Supply

Indicate in the table the type of sewage disposal and water supply that is existing for any current structures and proposed for the new lot(s) shown on the sketch attached to your subdivision application.

Sewage Disposal	Existing Lot(s)	Proposed Lot(s)
municipal sewer		
holding tank		
septic field		
ejector		
other (please specify)		

Water Supply	Existing Lot(s)	Proposed Lot(s)
pipied water		
shared well (indicate number of connections)		
individual well		
cistern		
other (please specify)		

For details on water supplies, refer to the *Planning Resource Guide: Subdivision in Manitoba* available online.

9 Utilities

- Electrical power is: existing proposed not required not available
- Natural gas is: existing proposed not required not available
- Telephone service is: existing proposed not required not available

Utilities may still require an easement agreement for any existing facilities.

10 Access

a. Current access (ex: driveway, lane) to the lot is by (and check all that apply):

- municipal road
- provincial road # _____
- provincial trunk highway # _____
- no access

Show existing and proposed driveways on the surveyor's subdivision application map.

b. Will the lot(s) require a new driveway? yes no

If yes, new access to the lot will be by:

- municipal road
- provincial road # _____
- provincial trunk highway # _____
- no access

c. Will the driveway be shared? yes no

d. Will a new public road be created? yes no

11 Reason for Application and Other Comments

Indicate the reason for making this application and provide any other information you think may be helpful.
