

Section: 3.0 Planning and Community Services
- A. Planning and Development Services

Authority: Council

Statement

A subdivision is the legal process of dividing a larger piece of land into smaller parcels. The Municipal District of Bonnyville (M.D.) wishes to simplify this process by providing further clarification and direction for the requirements of the provincial and municipal regulations.

Purpose

To establish the guidelines for Administration and the subdivision authority to process Subdivision and Bare Land Condominium Plan applications to ensure uniform and timely processing.

Definitions

For the purposes of this policy:

- (1) “Bare Land Condominium Plan” means a condominium plan consisting of bare land units, as defined by the Condominium Property Act;
- (2) “Council” means the duly elected Council of the M.D.;
- (3) “Subdivision” means the division of a single parcel of land into two or more parcels, with each given a separate title by an instrument described by a Descriptive Plan or Plan of Survey by an Alberta Land Surveyor;
- (4) “Subdivision authority” means the Municipal Planning Commission of the M.D. as established under the M.D. subdivision authority Bylaw and appointed by Council to perform the powers and duties of a subdivision authority in accordance with the Municipal Government Act.

Policy

- (1) All subdivision and bare land condominium plan applications received by the M.D. shall be reviewed by Planning and Development as well as the subdivision authority in accordance with the M.D. Subdivision Procedure.
- (2) All applications must comply with any and all applicable provincial and municipal legislation.
- (3) Approval by the subdivision authority does not exclude the need and/or requirements of the applicant/developer to obtain any and all permits necessary under provincial and municipal legislation.
- (4) All future site development will need the appropriate development and safety codes permits and approvals, as required at that time.
- (5) If necessary, the applicant/developer will be responsible for the construction of roads to provide access to the proposed subdivision in accordance with municipal standards.

- (6) A separate application must be made to Alberta Transportation for approaches along a primary or secondary highway.
- (7) Where water and sewer service is available in the area but does not yet serve the property, the owner will be responsible for building the lines to the new lots in accordance with municipal standards.
- (8) Where a conflict exists between this policy or the Subdivision Procedure and any provincial and/or municipal legislation, the legislation will supersede.

Policy Review

Within five (5) years from date adopted / amended / reviewed.

For administrative use only:

Related Documentation: (plans, bylaws, policies, procedures, etc.)	Procedure: Subdivision Procedure
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