

TOWN OF MONTAGUE

APPLICATION FOR PERMISSION TO
SUBDIVIDE OR CONSOLIDATE LAND
OR CHANGE LAND USE

APPLICATION FOR: *(Please check type of approval applied for)*

TENTATIVE APPROVAL ()
FINAL APPROVAL ()

APPLICATION TO: *(Please check appropriate space)*

SUBDIVIDE A PARCEL OF LAND ()
CONSOLIDATE TWO OR MORE LOTS ()
CHANGE USE OF AN APPROVED SUBDIVISION ()

1. LOCATION OF THE LAND: _____

COMMUNITY NAME: _____

HIGHWAY ROUTE NUMBER OR STREET NAME: _____

PROPERTY IDENTIFICATION NUMBER: _____

2. EXISTING LAND USE:

SINGLE FAMILY DWELLING ()	COMMERCIAL ()
DUPLEX DWELLING ()	INDUSTRIAL ()
MULTIPLE FAMILY DWELLING ()	INSTITUTIONAL ()
SUMMER COTTAGE ()	FORESTRY ()
MOBILE HOME ()	PUBLIC UTILITY ()
AGRICULTURAL ACTIVE ()	IDLE ()
OTHER _____ ()	

3. NUMBER OF LOTS PROPOSED: _____ PROPOSED LAND USE: _____

SUBDIVISION CASE #: _____ LOT(S) NUMBER: _____

4. PRESENT OWNER OF LAND:

NAME: _____

ADDRESS: _____ POSTAL CODE: _____

TELEPHONE: RESIDENCE: _____ BUSINESS: _____

5. CORRESPONDENCE IN CONNECTION WITH THIS APPLICATION SHOULD
BE ADDRESSED TO:

NAME: _____

ADDRESS: _____ POSTAL CODE: _____

TELEPHONE: RESIDENCE: _____ BUSINESS: _____

OWNER'S SIGNATURE _____ DATE _____

**APPLICANTS PLEASE REFER TO BACK OF THIS FORM FOR REQUIREMENTS
PERTAINING TO THE TYPE OF APPLICATION SUBMITTED**

For Office Use Only:

Date Received: _____

Examination Fee Attached: _____

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FOR TENTATIVE APPROVAL:

1. Application for tentative approval must be accompanied by a sketch plan drawn to a scale of not less than 1 centimeter equals 10 meters (1 inch equals 100 feet), showing the proposed subdivision with the estimated dimensions of the several parcels, the location of proposed streets, the location of natural and artificial features such as buildings, railways, watercourses, drainage, ditches, swamps, wooded areas within or adjacent to the land proposed to be subdivided.
2. The Council shall examine such application and shall advise the applicant in writing, within 30 working days from receipt of such application either that the subdivision can be approved in principle, or that it cannot be approved. The reason for so deciding shall be stated.
3. Approval in principle of any proposed subdivision shall not be construed as final approval of such subdivision for land registration purposes or for legal conveyance.
4. Approval in principle shall only be effective for a period of six months, during which time an application for final approval must be submitted.

FOR FINAL APPROVAL:

1. Applications for final approval must include the following information:
 - the name of the owner of the property being subdivided;
 - the tax number of the property being subdivided;
 - the date on which the survey was carried out, and the date on which the plan was prepared;
 - a small key plan showing the location of the property in relation to nearby communities, roads and geographical features;
 - the scale of the main drawing and the key plan. The scale of the main drawing should be no smaller than 1 inch equals 100 feet;
 - a north point.
2. All lots and blocks of land within the subdivision must be clearly dimensioned and numbered, and the location of all survey pins must be shown with their coordinates.
3. The plan must indicate the location and width of proposed roads or rights-of-way, and must show all adjacent roads and rights-of way upon which the subdivision abuts to a sufficient distance to indicate the relationship of the property to the general road pattern.
4. All natural and artificial features such as buildings, existing roads, watercourses, drainage ditches, swamps, wooded areas, etc. within or adjacent to the subdivision must be clearly shown.
5. The nature and extent of any restrictive covenants or easements affecting the land being subdivided must be shown or noted on the plan.
6. The boundaries of all lots to be included in the final approval must be clearly outlined in red.
7. The plan must be certified by a Professional Land Surveyor. The certificate must read as follows:
 - I. (name) , Prince Edward Island Surveyor, do hereby certify that this survey was executed under my direction and supervision, and that this plan is a true and correct representation of said survey.
8. In addition to the information listed above, plans should incorporate a sufficient amount of empty space to accommodate an approval stamp and approval conditions. For this reason, photocopies on legal or smaller sizes of paper will usually be considered not acceptable.
9. FIVE (5) copies of the plan must be submitted for final approval stamping. Following approval, one stamped copy will be returned for the applicant's records.
10. An examination fee equal to \$100.00 or \$25.00 per lot in the subdivision plan, whichever is the greater, must be submitted with an application for final approval.

P.E.I. Land Surveyor