



Agriculture and Land

Application for
Permission to Subdivide Land / Change of Use
Pursuant to the Planning Act

Application to:

Subdivide a parcel of land
Change the use of an approved subdivision
Change the use of a parcel of land
Appendage to a parcel / lot
Lot Consolidation
Subdivision Fee
Environmental Site Inspection Fee
Geoline Map
Total Fees

Personal information on this form is collected under Sections 14 and 29 of the Planning Act, Subdivision and Development Regulations, R.S.P.E.I. 1988, Cap. P-8, as it relates directly to, and is necessary for, the subdivision or change of use of land.

1. Applicant Information

Applicant Name:
Mailing Address:
Prov.:
Postal Code:
Phone (home):
Phone (work):
Fax:
E-mail

2. Property Information

Present Land Owner:
Property Tax No.:
Community Name:
Street Name:
Route No.
Civic No.
County:
Existing use of the land:
Proposed number of lots:
Proposed use of the land:
Septic service required:
Water supply system required:
Environmentally sensitive features located on the proposed lot(s) include: wetland, watercourse, sand dune, other

Is this property identified under PEI Lands Protection Act: Yes No

(If yes, to the applicant must contact the Island Regulatory and Appeals Commission (IRAC) regarding the subdivision of identified properties. The submitted subdivision application will not receive final approval until a decision from IRAC is received by the Department. To contact IRAC: Tel (902) 892-3501, Toll-free (within area code 902) 1-800-501-6268, Fax (902) 566-4076, or at http://www.irac.pe.ca/

3. Correspondence in connection with this application should be addressed to:

Name:
Mailing Address:
Prov.:
Postal Code:
Phone (home):
Phone (work):
Fax:
E-mail

Signature of Property Owner

Date

Additional Requirements

All applications must be accompanied by a copy of a Geolinc map showing the parcel and/or the lot(s) being subdivided, outlined in red, and displaying the dimensions of the lot(s) and size of the lot(s) in acres or square feet.

1. Five (5) lots or less

Also required with your application is a map showing the true shape and dimensions of the property being subdivided. The lot(s) must be indicated on the map, using proper dimensions and the acreage or square footage. All proposed access roads or rights-of-way to the lot(s) must be shown on the map.

2. More than five (5) lots

Also required with your application is a plan(s) showing the following information:

- the true shape and dimensions of the property being subdivided, the proposed lots, and all proposed access roads or rights-of-way to the lots;
- a key plan indicating the general location of the proposed subdivision;
- a North point indicator and the scale of the plan;
- the location of all existing buildings or structures on the lots being proposed, or within 100 feet (30.4 metres) of the proposed subdivision;
- existing and proposed services, including central or municipal waste treatment systems, and central or municipal water supply systems;
- proposed or existing private rights-of-way or easements, and proposed or existing entranceways to a highway;
- land proposed for buffers, walkways, open space, recreation areas, parks, or other public use;
- watercourses, wetlands, beaches, sand dunes, forested areas, designated natural areas, or conservation zones on, or adjacent to, the proposed subdivision;
- elevation contours and the drainage pattern within the proposed lots, and within 300 feet (91.4 m) of the boundaries of the proposed subdivision;
- the proposed use of the lots; and
- a description of the land use of adjoining lands.

Site assessment for on-site sewage disposal system

A site suitability assessment for subdivisions of five lots or less will be evaluated by a private site assessor or consulting engineer with the Department of Agriculture and Land. This assessment includes a test pit evaluation and permeability testing to determine suitability of the soil to support an on-site sewage disposal system. For subdivisions of more than five lots, soil testing is required by a consulting engineer who specializes in on-site sewage disposal systems. Water testing may also be required upon request by the Department of Agriculture and Land. In determining when testing is to be performed by a consultant, all lots approved from an existing parcel after June 12, 1993, will be counted. If the total number of lots is greater than five, a consultant is required.

Note: Completed application form and fees can be dropped off at any Access PEI site. Please make cheques payable to the Minister of Finance.

Access PEI
45 East Drive
O'Leary, PE
C0B 1V0
(902) 859-8800

Access PEI
120 Heather Moyse Drive
Summerside, PE
C1N 5Y8
(902) 888-8000

Provincial Planning
31 Gordon Drive
Charlottetown, PE
C1A 6B8
(902) 368-5590

Access PEI
41 Wood Islands Hill
P.O. Box 1500
Montague, PE
C0A 1R0
(902) 838-0600

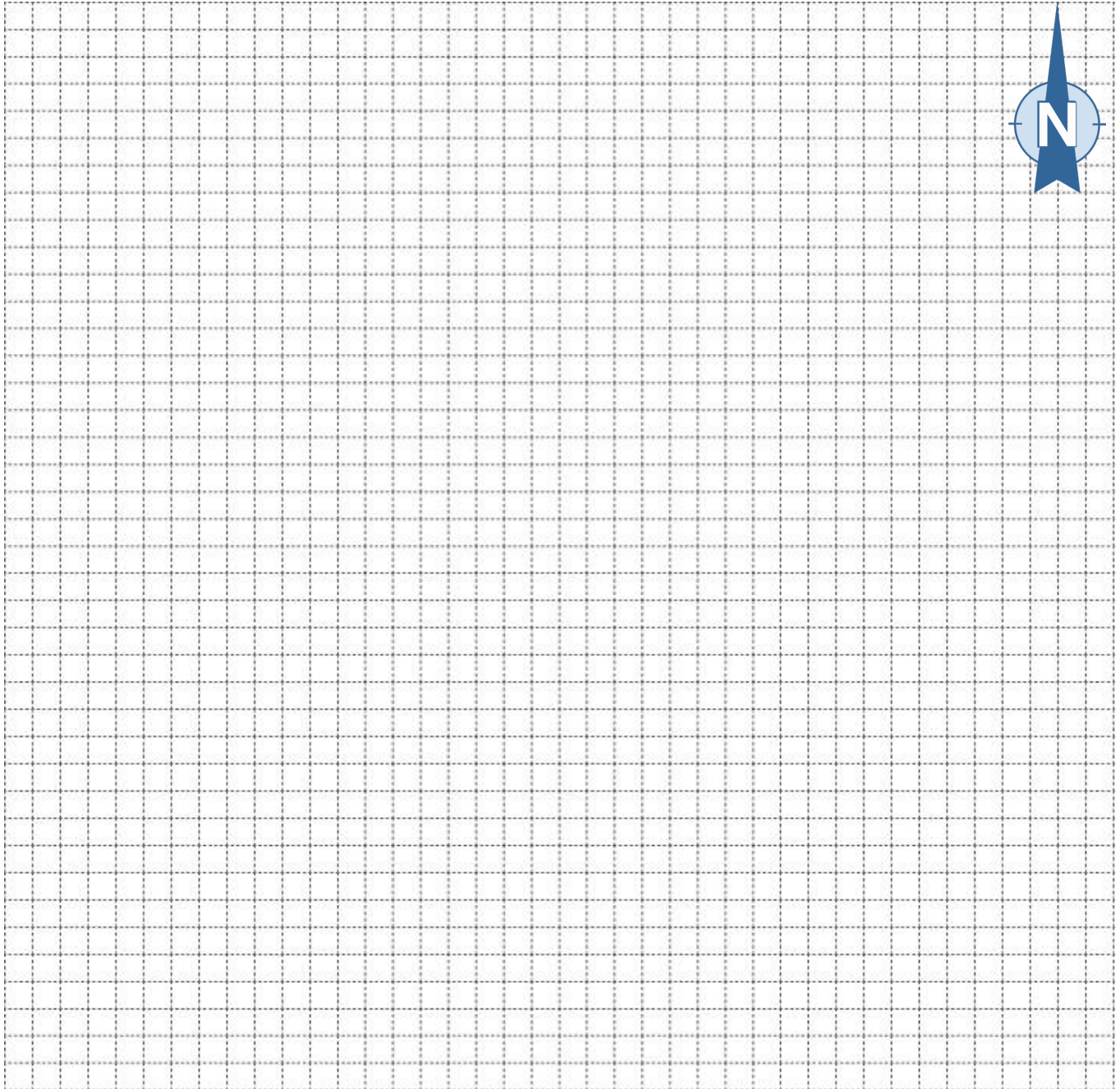
Access PEI
15 Green Street
P.O. Box 550
Souris, PE
C0A 2B0
(902) 687-7000

Subdivide / Change of Use Application Sketch

Note: This sketch is required as part of the Subdivide / Change of Use Application. The information below must be checked, where applicable, and shown to scale in the sketch provide.

- Show property boundaries and dimensions
 - All structures
 - Natural slope of the land
 - Show roads
 - Distance from watercourse, top of bank, and sand
- * Please take note of the "Additional Requirements" information on the backside of the main Subdivide / Change of Use Application Form**

Sketch

A large grid area for drawing a sketch, with a north arrow in the top right corner. The grid is composed of small squares, and the north arrow is a blue compass rose with the letter 'N' in the center.

Property Owner's Signature or Designate

Date