



# Rural Municipality of Miltonvale Park

7B New Glasgow Road – Rte. 224, North Milton PE C1E 0S7

Tel.: (902) 368-3090

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Fax: (902) 368-1152

Website: www.miltonvalepark.com

## APPLICATION TO SUBDIVIDE LAND

pursuant to clause 3.2(1) of the Rural Municipality of Miltonvale Park Zoning & Subdivision Control (Development) Bylaw 2019

### 1. Parcel Information (Please print)

Parcel owner's name: \_\_\_\_\_ Tel no.: \_\_\_\_\_

Parcel owner's mailing address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_

Property tax no.: \_\_\_\_\_ Date of acquisition by present owner: \_\_\_\_\_

Civic address number: Yes ( ) No ( ) If yes, state number & street: \_\_\_\_\_

Existing land use: Agricultural ( ) Single detached dwelling ( ) Other (specify) \_\_\_\_\_

### 2. Subdivision Information

( ) Subdividing lot(s) or parcel(s); number of lots: \_\_\_\_\_; intended use: \_\_\_\_\_

( ) Revision to existing lot boundaries ( ) Lot consolidation ( ) Change of use of a lot in a subdivision

Lot frontage (public/private right-of-way): \_\_\_\_\_ ft. Name of right-of-way: \_\_\_\_\_

Describe the surrounding land uses: Agricultural ( ) Single detached dwelling ( )

Other (specify) \_\_\_\_\_

### 3. Type of Servicing (Please check)

( ) On-site well and on-site sewage disposal system;

( ) Central water supply and central waste treatment system; or

( ) Other, please describe \_\_\_\_\_

### 4. Correspondence Should be Addressed to

Applicant's name (if different than parcel owner): \_\_\_\_\_

Mailing address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Fax) \_\_\_\_\_

Email: \_\_\_\_\_

**PLEASE NOTE:** This application must be accompanied by:

1. The **application fee** (cheque payable to Rural Municipality of Miltonvale Park);
2. An **orthophoto** or **GeoLinc map** showing the location of the parcel and all adjoining parcels;
3. A **preliminary subdivision plan**, prepared by a licensed Prince Edward Island Land Surveyor and/or licensed engineer; and
4. In certain instances, a **storm water management plan** (see note below).

The application must be sent or delivered to the above address. For further information and assistance, please visit the Municipal Office at the Milton Community Hall on Monday mornings (spring-fall) or telephone the Municipal Office at (902) 368-3090.

**Non-identifying information contained on this form will be posted on the PEI Property Planning Website and in the municipality, as per provincial requirements.**

I hereby certify that, to the best of my knowledge and ability, the information provided in this form is true and complete in all respects.

\_\_\_\_\_  
Parcel owner's signature

\_\_\_\_\_  
Date

**For Municipality Use Only:** Date Application Received: \_\_\_\_\_ Fee Received \_\_\_\_\_

## **Please note**

1. The **preliminary subdivision plan** must show:
  - a. contours showing topography of the *parcel* with at least 2 m (6.5 ft.) contour lines;
  - b. the true shape and dimensions of the proposed *lots*;
  - c. the location of every existing *building* or *structure* on the *parcel* and adjacent *parcels*;
  - d. existing and proposed services and utilities;
  - e. proposed widths and locations of all streets;
  - f. location of land proposed for *open space* and parks use;
  - g. proposed surface water drainage patterns and designed drainage features, when applicable; and
  - h. other existing features, including *buildings*, watercourses, wetlands, buffer zones, wooded areas, and areas subject to flooding or erosion;
2. A **storm water management plan** prepared by a licensed engineer shall be submitted with an application for final approval for any subdivision of a lot into 2 or more lots. The storm water management plan shall include an overall surface water management strategy for the proposed subdivision, and shall include the proposed general location and top of foundation elevation for the main buildings to be erected on each lot.
3. An application for subdivision in the Agricultural Zone shall be reviewed by the provincial government department responsible for the **Roads Act** and, where an entrance way permit is required, it shall be approved prior to subdivision approval by Council.
4. Pursuant to clause 14.13(2), Council may waive the requirement for a survey plan where lots are in excess of 4 ha (10 acres).