

TOWN OF STRATFORD

234 Shakespeare Drive
Stratford, PE C1B 2V8



Planning Department

Phone: (902)569-1995

Fax: (902)569-1845

APPLICATION FOR:

- Major Subdivision (six or more lots)
- Minor Subdivision (five lot or less)
- Renewal
- Severance or Consolidation
- Subdividing of Attached Buildings/Duplex Lot
- Subdivision Agreement
- Parkland Dedication and/or Parkland Dedication Fee

FEE

- \$ 250.00 plus \$40.00 per lot
- \$ 250.00
- \$ 50.00
- \$ 150.00
- \$ 300.00
- \$ 300.00

(Up to 10% of the lands being subdivided or a fee up to a maximum of 10% of the current assessed value of the lands being subdivided or combination of up to 10%.)

Applications will not be accepted without full payment of fees:

Payments may be made by cash, Visa, Mastercard or cheque payable to the Town of Stratford

PLEASE PRINT OR TYPE

1. PID Number, Lot Number, and Civic Address of land proposed for subdivision.

2. Name and mailing address of landowner:

Email: _____ Telephone: _____

3. Name and mailing address of applicant: check here if same

(If the applicant and landowner are different, a letter of permission is required from the landowner) in support of this application.

Email: _____ Telephone: _____

4. Existing Land Use: _____

5. Proposed Land Use: _____

(Please specify type of building, i.e., single family dwelling, duplex, store, etc.)

6. If applying for subdivision, indicate the total number of proposed lots and the zoning of all lots:

7. Have there been any previous applications submitted with respect to the subject property?

Yes No

8. Name and address of Provincial Land Surveyor who certified the Plan:

(If not yet surveyed, please print "Preliminary" in the Name Space)

Name: _____

Mailing Address _____

Postal Code: _____ Telephone _____

Applicant Signature

Date

APPLICANTS PLEASE NOTE:

In order that applications may be given adequate consideration, it is necessary to consult various agencies and carry out site inspections.

All applications must be accompanied by one copy of an orthophoto on which the lots to be subdivided must be outlined in red.

Final approval for preliminary applications will, in all cases, be subject to submission of survey plans prepared in accordance with the requirements below.

This application should be forwarded to: **Town of Stratford, 234 Shakespeare Drive, Stratford, PE C1B 2V8**

INSTRUCTIONS TO APPLICANTS & SURVEYORS FOR FINAL SURVEY PLAN

1. All prints shall be made by standard blueprint or white print methods. Photostatic copies (Xerox, etc.) are not acceptable.
2. All plans of subdivision shall show the following information:
 - (a) Date on which survey was carried out, and the date on which the plan was prepared.
 - (b) A title block containing:
 - (1) The owner's name
 - (2) If the land was previously subdivided, the lot or block number
 - (3) The property tax number
 - (c) Scales clearly indicated. In no instance, shall the scale of a plan of subdivision be less than 1" to 100'.
The key plan shall be drawn to a scale of not less than 1" to 1,000'.
 - (d) The signature of the owner (s) and the surveyor.
 - (e) The nature and the existing use of the adjacent lands.
3. The boundaries of the land to be subdivided shall be certified by a Provincial Land Surveyor. The certificate shall read as follows:

I, _____, Prince Edward Island Land 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.

PEI Land Surveyor
4. Plans which do not show pinning of lots shall be identified as follows:

Preliminary Plan Only - not to be used for the preparation of legal descriptions.
5. The boundaries of the lot(s) to be included in the final approval shall be clearly **outlined in red**, and the character of the boundaries shall be identified.
6. The plan shall indicate the location and width of proposed streets, and shall show all adjacent streets and highways on which the subdivision abuts to a sufficient distance to clearly indicate the relationship of the property to the general street pattern. The general street pattern can be indicated on the key plan.
7. A small key plan on the plan of subdivision shall accurately show the location of the proposed subdivision.
8. The nature and extent of any restrictive covenants or easements affecting the lands proposed to be subdivided shall be shown or noted on the plan.
9. All lots and blocks of land within the plan of the subdivision shall be clearly dimensioned and numbered.
10. The nature and artificial features such as buildings, railways, watercourses, drainage ditches, swamps, wooded areas, within or adjacent to the land proposed to be subdivided, shall be indicated.