



5 St. Anne Street
 St. Albert, AB T8N 3Z9
 Phone: 780-459-1642
 Fax: 780-458-1974

CITY USE ONLY	
File Number:	_____
Land Use District:	_____
Date Received: <small>(MM/DD/YYYY)</small>	_____
Completion Date: <small>(MM/DD/YYYY)</small>	_____
Fees Paid \$ _____	

APPLICATION FOR SUBDIVISION ENDORSEMENT

PLEASE PRINT

Municipal Address or General Location:			
Legal Description:	Lot (Parcel)	Block	Plan
	Other legal description		
Applicant:	Name		Daytime Phone
	Mailing Address		E-mail Address
	City	Postal Code	Fax Number
Owner (if Different from Applicant):	Name		Daytime Phone
	Mailing Address		E-mail Address
	City	Postal Code	Fax Number
Project Details <small>(Additional information can be attached to application.)</small>	Date of Preliminary Subdivision Approval		Existing Land Use District
	Number of Units		Total Subdivision Area
	Describe any changes to Plan since Preliminary Subdivision Approval		
Signature _____		Date (MM/DD/YYYY) _____	

Collection and use of personal information

The personal information being collected on this form is for the purposes of processing and acting upon this application in accordance with the Municipal Government Act, and is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. The City will not share your personal information for purposes outside of those stated without your permission in writing, unless there is a specific exemption stated in the Municipal Government Act.

APPLICATION FOR SUBDIVISION ENDORSEMENT CHECKLIST

In addition to the information required on the Subdivision Endorsement Application form, the following information is required in support of applications to convert property into conventional condominium units:

- 1. Application (Approval) fee, in accordance with Bylaw 1/82, Schedule G (the City's Master Rates Bylaw), as amended.
- 2. Three copies of the proposed subdivision plan(s), right-of-way plans, caveats, easements or other legal documents to be registered that require City endorsement.
- 3. Digital file of subdivision and right-of-way plan(s) (in AutoCAD DWG format).
- 4. Current Certificate of Title and one (1) copy of each easement, right-of-way, caveat or other legal document registered on the property that affects the use of the land.