

# SUBDIVISION FEASIBILITY APPLICATION

DATE SUBMITTED:

PROPERTY INFORMATION	
Civic Address of Property	
Legal Description of Property	

REGISTERED PROPERTY OWNER(S) INFORMATION		
Name		
Mailing Address		
Phone Number	Email	Fax #

CONTACT PERSON / AGENT INFORMATION		
Name		
Mailing Address		
Phone Number	Email	Fax #

LOT INFORMATION	
Number of Existing Lots	Number of Proposed Lots
Intended Use	
Purpose of Subdivision	
<input type="checkbox"/> Create New Lots <input type="checkbox"/> Adjust Boundaries <input type="checkbox"/> Consolidate Parcels <input type="checkbox"/> Other	

SIGNATURES		
Signature of Owner No. 1	_____	Print Name _____ Date _____
Signature of Owner No. 2	_____	Print Name _____ Date _____

**Note:** For additional owners, please provide separate sheets. In cases where the property proposed to be subdivided is owned by more than one person, or where the contact person is someone other than the registered property owner(s), it is incumbent upon the applicant to obtain the consent of all owners and provide evidence of the same.

**REQUIREMENTS TO BE INCLUDED WITH APPLICATION**

1. A copy of the current Certificate of Title (dated within 30 days of the date of submission)
2. A copy of any covenants, easements or statutory rights-of-way registered on the Title.
3. Four paper prints of the proposed plan. The plan must be drawn neatly to scale, and include:
  - A. parcel and road layout, with dimensions of all parcels
  - B. north arrow; scale; existing streets and street names n:\subdivision\application
  - C. location of natural features, ie., creeks, lakes, steep banks, etc. situated on the subject parcel and adjacent parcels
  - D. location of existing buildings and structures
  - E. the total area (size) of the subject property and each proposed parcel
  - F. a copy of any rights-of-way or easement on or adjacent to the subject parcel
  - G. contour information if appropriate
  - H. applicable zoning setbacks (building envelope)

**APPLICANT**- Attach Map Here  
Mark affected trees with an 'X'

**APPLICATION CAN BE SUBMITTED BY ONE OF THE FOLLOWING METHODS:**

**IN PERSON:** #201-660 Primrose Street, Qualicum Beach, BC - 9:00 am to 4:00 pm, Monday to Friday.

**EMAIL:** [gbtown@qualicumbeach.com](mailto:gbtown@qualicumbeach.com)

*Personal information on this form is collected under the guidelines of the Freedom of Information and Protection of Privacy Act ("FIPPA") and will only be used for the purpose of administering the Subdivision Feasibility Application. Questions about this collection can be directed to the Corporate Administrator, Box 130, Qualicum Beach, BC or at 250-752-6921.*