



CYPRESS COUNTY

816 — 2nd Avenue, Dunmore, Alberta T1B 0K3
Phone: (403) 526-2888 | Fax: (403) 526-8958 | www.cypress.ab.ca

File No. _____

SUBDIVISION APPLICATION FORM

NAME OF APPLICANT: _____

Address: _____ City: _____ Postal Code: _____

Phone #: _____ Fax#: _____

Email: _____ Check box to give consent to receive documents electronically

LANDOWNER(S) (if applicant not the landowner): _____

Address: _____ City: _____ Postal Code: _____

Phone #: _____ Fax #: _____ Email: _____

Interest of Applicant if not owner of property: _____

SITE INFORMATION:

Legal: (Circle One) NE NW SE SW ¼ Section _____ Township _____ Range _____ W4M
Plan _____ Block _____ Lot _____ Area: _____ hectares/acres/lot size

Municipal Address: _____ Roll#: _____

Land Use Classification: _____

Describe the existing developments on the land and whether any buildings are to be demolished or removed:

PROPOSED SUBDIVISION DETAILS:

Number of parcels being created: _____ Size of parcels being created: _____ Hectares

Reasons for subdivision: _____

PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED:

Describe the nature of the topography of the land (i.e. Flat, rolling, steep, mixed): _____

Describe the nature of the vegetation and water on the land (i.e. Brush, shrubs, tree stands, woodlot etc. & sloughs, creeks, etc): _____

WATER AND SEWER SERVICES

Describe existing source of water: _____

Describe proposed source of water: _____

Describe existing sewage disposal: _____

Describe proposed sewage disposal: _____

ADDITIONAL INFORMATION:

Is the land situated immediately adjacent to the municipal boundary? Yes No

If yes, the adjoining municipality is: _____

The land is adjacent to: A Primary Highway A Numbered Highway A County Road

Are there any oil or gas wells on or within 100 metres of the subject property(s)? Yes No

Is the proposed parcel within 1.5 kilometres of a sour gas facility? Yes No

Is there an abandoned oil or gas well or pipeline on the property? Yes No

Disposition of Reserve:

Deferral Deferral of balance Money-in-place

RIGHT OF ENTRY & REQUIRED SIGNATURES – Applicant/Landowner:

Please note that all information provided by the Applicant to the County that is associated with the application, including technical studies, will be treated as public information in the course of the municipality’s consideration of the development permit application, pursuant to the Municipal Government Act, R.S.A 2000 Chapter M-26, the Land Use Bylaw and relevant statutory plans. By providing this information, you (Owner/Applicant) are deemed to consent to its public release.

I/We, certify that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision approval authority. Landowner Signature also is authorization to allow staff of Cypress County and applicable referral agencies the right of entry onto this property for the purposes of inspection.

Applicant - Signature **Applicant – Print Name** **Date**

Landowner – Signature **Landowner – Print Name** **Date**

NOTE: There is no obligation upon the Subdivision Approving Authority to return to the applicant either a subdivision application or documentation accompanying it.

FEES: (As per Master Rates Bylaw 2025/04)

Subdivision Fees:	Single Parcel - \$500.00 plus \$100 per lot proposed to be created, excluding parcels proposed as reserve or public utility parcels. Multi Parcel - \$550.00 plus \$150 per lot proposed to be created, excluding parcels proposed as reserve or public utility parcels.
Endorsement Fee:	\$100.00 – after approval of subdivision a fee, per endorsement of each subdivision instrument, is required.
Municipal Services / Development Agreement Fee:	\$200.00 – Plus \$20.00 per lot & applicable contract service costs. (Following approval of subdivision, as a condition of approval, the applicant may be required to enter into an agreement with the municipality to provide municipal services to the subdivided area.)

FOR OFFICE USE ONLY:		WARD # _____
Date Inspected: _____	By: _____	
<input type="checkbox"/> Approved <input type="checkbox"/> Appealed <input type="checkbox"/> Refused	By: _____	Reviewed By: _____
Miscellaneous/Conditions of Approval: _____		
Date: _____	Receipt #: _____	Amt paid _____