



PLANNING SERVICES FORM 2.2 REDESIGNATION APPLICATION RESIDENTIAL FIRST PARCEL OUT

Please note that the information provided in these forms is crucial to the assessment of your Application. Further, that in making this Application you are certifying the accuracy of the information contained in the pages of this form and any other material submitted with your application. Erroneous or inaccurate information provided in these forms or within the material submitted with your application may prejudice the validity of the Application and/or any decision issued regarding the Application. This form is to be completed in full wherever applicable by the registered owner of the land that is the subject of the application or by a person authorized to act on the registered owner's behalf.

NATURE OF PROPOSED APPLICATION

- Land Use Redesignation
- Direct Control Bylaw (Site Specific Amendment)
- New Direct Control Bylaw
- Textual Amendments to the Land Use Bylaw

1. APPLICANT / AGENT

Applicant / Agent _____

Mailing Address _____ Postal Code _____

Telephone (B) _____ (H) _____ Fax _____

Email _____

Owner Same as Applicant

2. OWNER

Registered Owner _____

Mailing Address _____

_____ Postal Code _____

Telephone (B) _____ (H) _____ Fax _____

Email _____

3. LEGAL DESCRIPTION AND AREA OF LAND

All / part of the _____ ¼ section _____ township _____ range _____ west of _____ meridian

Being all / parts of lot _____ block _____ Registered Plan Number _____ Certificate of Title Number _____

Municipal Address (if applicable) _____

Total Area of the above parcel of land to be subdivided is _____ hectares (_____ acres)

4. LOCATION OF LAND

- (a) The land is situated in the municipality of **ROCKY VIEW COUNTY**. YES
- (b) Is the land situated immediately adjacent to the municipal boundary? YES NO

If "yes", the adjoining municipality is _____

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(c) Is the land situated within 0.8 kilometres of the right-of-way of a highway? YES NO

If "yes", the highway is Number _____

(d) Does the proposed parcel contain, or is it bounded by, a river, stream, lake or other body of water, or by a canal or drainage ditch? YES NO

If "yes", state its name _____

(e) Are there any oil or gas wells on or within 100 metres of the subject property(s)? YES NO

(f) Is the proposed parcel within 1.5 kilometres of a sour gas facility? YES NO

(g) Is the sour gas facility active, abandoned, or currently being reclaimed?

(h) Is there an abandoned oil or gas well or pipeline on the property? YES NO

5. EXISTING AND PROPOSED USE OF LAND

Describe: (a) Existing use of the land _____

(b) Proposed use of the land _____

(c) The designated use of the land as classified under a Land Use Bylaw _____

(d) The proposed use of the land as classified under a Land Use Bylaw _____

6. PHYSICAL CHARACTERISTICS OF LAND (WHERE APPROPRIATE)

(a) Describe the nature of the topography of the land (flat, rolling, steep, mixed).

(b) Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots etc., sloughs, creeks, etc.) _____

(c) Describe the kind of soil on the land (sandy, loam, clay, etc.) _____

7. EXISTING BUILDINGS ON THE LAND

Describe **any** buildings (historical or otherwise), and any structures on the land whether or not they are to be demolished or moved. _____

8. WATER AND SEWER SERVICES

If the proposed development is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewage disposal.

9. PROPOSED LOTS

(a) Number of parcels ultimately proposed _____

(b) Size of parcels ultimately proposed _____

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10. MUNICIPAL RESERVE STATUS

(a) Disposition of Municipal Reserve, please check appropriate box:

- Deferral
- Deferral to balance
- If dedicated, area of Reserves and designation
- Cash in lieu of land, value to be determined by appraisal.

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11. MANDATORY SUPPORTING INFORMATION – REDESIGNATION

PART A: General requirements

- Application forms.
- Authorization from owner of the parcel for the making of the application.
- Corporate seal affixed to every place where a signature is required, including the Letter of Authorization. This is required when the registered owner shown on the title of the property is listed as a Company. If a corporate seal is not available, a Commissioned affidavit or letter is required, granting authorization to legally act on behalf of the company.
- Proposed plan of development (identifying proposed general location of existing buildings and uses and buildings and uses proposed in the future, and showing any proposed subdivision layout).
- A copy (hardcopy and digital copy) of any proposed bylaw amendments in the form of a Rocky View County Bylaw – where the redesignation proposes a Direct Control Bylaw or amendments to the existing Land Use Bylaw.
- Payment of fees.
- Land title for all properties affected by the application must be within 30 days of the date of application.
- Description of the use or uses proposed for the land that is the subject of the application.
- A detailed assessment of the proposed development against the relevant Statutory Plan and any relevant Local Plans.
- Any other technical reports determined to be necessary in order to assess the suitability of land for redesignation including those items identified within the County Servicing Standards.

Applications preceded by an earlier application:

In many instances, a redesignation application is preceded by one or a number of applications which affect the development of land set the higher level strategic intent associated with amendments to Area Structure Plans or the adoption of Local Plans (Conceptual Schemes and Master Site Development Plans). In these cases, particularly in the case of Local Plan preparation there are a range of technical documents which may have already been required and provided. However, it should be noted that, owing to the passage of time between applications, the introduction of new policy or the introduction of new technical standards, updated versions of previously provided technical reports may be required. Further, it should be noted that preceding applications may have introduced requirements or expectations for further technical reports to be provided as part of a redesignation applications. These matters should be addressed accordingly.

It should be noted that this checklist is a general list of the technical reports required to be provided and there may be occasions where additional information is required.

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PART B: For redesignation of land for a Residential First Parcel Out

An application of this type shall include provision of the general requirements for redesignation applications:

- Application forms.
- Authorization from owner of the parcel for the making of the application.
- Corporate seal affixed to every place where a signature is required, including the Letter of Authorization. This is required when the registered owner shown on the title of the property is listed as a Company. If a corporate seal is not available, a Commissioned affidavit or letter is required, granting authorization to legally act on behalf of the company.
- Proposed plan of development (identifying proposed general location of existing buildings and uses and buildings and uses proposed in the future, and showing any proposed subdivision layout).
- Payment of fees.
- Land title for all properties affected by the development must be within 30 days of the date of application.
- Description of the use or uses proposed for the land that is the subject of the application.

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- A detailed assessment against the relevant Statutory Plan and any relevant Local Plans. Within this detailed assessment for a first parcel out application, the applicant shall indicate the relevant policy against which the development proposal has been assessed and provide a written statement describing how the development proposal complies with the policy.

Other matters

- If proposed to connect to private water supplier's network, confirmation of capacity from the private water supplier shall be provided.
- Any other technical reports determined to be necessary in order to assess the suitability of land for development including those items identified within the County Servicing Standards.

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Terms, conditions and additional notes regarding redesignation applications

The following terms, conditions and additional notes are not limiting on Council or the County in the requirement of supporting information for an application or the imposition of conditions on a future approval.

(a) *Boundary realignments*: requirement for applications regarding boundary realignments do not typically demand additional technical studies, unless the application is considered to significantly reduce the size of one of the parcels the subject of the application such that technical considerations need to be addressed (for example, a residential lot is reduced in size as a result of redesignation and boundary realignment for R-2 to R-1 demanding a higher level of proof for servicing). However, the County reserves the right to request additional technical reports if it is considered that previous servicing (including wastewater, stormwater, traffic and water supply) arrangements are insufficient.

(b) It should be noted that all information provided for an application is available for public review and comment.

(c) Applicants must be aware that at subdivision or development permit stage:

1. The Subdivision Authority or Development Authority may include any condition necessary to satisfy a Land Use Bylaw provision, a County Plan, Area Structure Plan, Conceptual Scheme, or Master Site Development Plan policy or County Servicing Standard.
2. Where on-site works are proposed the relevant Authority may, by condition, require the provision of a Construction Management Plan.
3. The relevant Authority may impose any condition to meet a requirement of the Municipal Government Act or Subdivision and Development Regulation.
4. As a condition of approval, the relevant Authority may include the requirement to update technical reports submitted with the application.
5. The relevant Authority will impose requirements for the payment of levies associated with Bylaws for transportation, wastewater, water supply and stormwater:
 - i. Transportation Offsite Levy Bylaw;
 - ii. Water and Wastewater Offsite Levy Bylaw; and
 - iii. Such other Bylaws as may be in force or come into force and be applicable to development or activities on or services provided to the subject land from time to time.
6. The relevant Authority will determine any oversizing requirements for services and infrastructure required to be constructed as part of the proposed development. The County will determine Cost Recovery arrangements through preparation and execution of documents prior to endorsement of a plan of survey for registration.
7. The relevant Authority will determine any outstanding municipal reserve dedications, cash-in-lieu payments or deferrals where applicable.

(d) *Technical reports* are defined as any report or any information regarding a matter identified in the Municipal Government Act, Subdivision and Development Regulations, Statutory Plan, County Policy, Servicing Standards or Bylaw.

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- (e) Additional technical reports may be required after the time of application, based upon the ongoing assessment of the application.
- (f) All costs of development are borne by the landowner or developer including, but not limited to, all on and off-site construction works, infrastructure development, securities, levies, contributions, reserve payments, additional fees associated the preparation and review of reports and technical assessments, endorsement fees imposed by the County, registration fees and such other costs as may be associated with the development of the land and the registration of any and all documents to create separate title for proposed parcels. Further, that it is the landowner's and developer's responsibility to identify and consider all costs of development.
- (g) The applicant and landowner acknowledge that not providing the information required in this form or failing to provide accurate information may prejudice the assessment of the application.
- (h) The applicant and landowner acknowledge that the County including individual staff members have not provided an advisory role with respect to the preparation and making of this application and that the decision to make the application is entirely that of the applicant and landowner.

12. REGISTERED OWNER OR PERSON ACTING ON HIS BEHALF

I _____ hereby certify that I am the registered owner
(Print Full Name) I am authorized to act on behalf of
the registered owner

and that the information given on this form and the material provided with this application is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application. Further, I have read, understood and accept the contents, statements and requirements contained and referenced in this document – **REDESIGNATION APPLICATION PLANNING SERVICES FORM 2.2.**

Address _____ (Signed) _____
Phone Number _____ Date _____

13. RIGHT OF ENTRY

I hereby authorize Rocky View County to enter my land for the purpose of conducting a site inspection in connection with my application.

Applicant / Owner's Signature
