

**THE CORPORATION OF THE VILLAGE OF MONTROSE**  
**BYLAW #600**

A BYLAW TO AMEND THE SUBDIVISION & DEVELOPMENT SERVICING BYLAW #441

WHEREAS the Council of the Village of Montrose deems it necessary to amend the current subdivision and development servicing bylaw,

NOW THEREFORE, the Council of the Village of Montrose, in open meeting assembled, hereby ENACTS AS FOLLOWS:

**SHORT TITLE**

1. (1) This bylaw may be cited as the **“SUBDIVISION AND DEVELOPMENT SERVICING AMENDMENT BYLAW”**.

**AMENDMENTS**

2. (1) Bylaw #441 is hereby amended by deleting the following sections:

Application Fees

8 (1) Pursuant to Section 988 (4) of the Municipal Act a fee of Twenty-five (\$25.00) Dollars for the first parcel created by subdivision and Ten (\$10.00) Dollars for each additional parcel is payable to the Municipality.

Examination Fee

(2) An examination fee as required under Section 83 (2) (a) of the Land Title Act and set out in regulations thereto is payable to the Municipality.

3. (1) Bylaw #441 is hereby amended by adding the following sections:

Application Fee

(8) An application fee of \$50 for each single family residential lot which subdivides an existing single family residential lot, \$100 per parcel for a subdivision creating two lots or \$250 per parcel for subdivisions involving the creation of three or more lots shall accompany the application. The appropriate fee must accompany the application and shall be made payable to the Village of Montrose.

- (2) Schedule F forms part of Bylaw #441.

**ENACTMENT**

4. (1) If any section, subsection, sentence, clause or phrase of this Bylaw is for any reason held be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.

- (2) This Bylaw shall come into full force and effect on the final adoption thereof.

READ A FIRST TIME

this 19<sup>th</sup> day of August, 2003

READ A SECOND TIME

this 19<sup>th</sup> day of August 2003

READ A THIRD TIME

this 19<sup>th</sup> day of August, 2003

RECONSIDERED AND FINALLY ADOPTED

this 2<sup>nd</sup> day of September, 2003

---

Mayor

---

Clerk

Certified a true copy of Bylaw #600, as adopted

---

Clerk

**THE CORPORATION OF THE VILLAGE OF MONTROSE**

**BYLAW #411**

**Schedule 'F'**



**APPLICATION FOR SUBDIVISION  
VILLAGE OF MONTROSE**

**Box 510  
MONTROSE, BC  
PH:(250) 367-7234  
FAX:(250) 367-7234**

The information requested in this form is required to expedite the application and assist the staff in preparing a recommendation.

This form is to be completed in full and submitted with all requested information and Application Fees. For assistance, please refer to the Guide to Subdivision Applications.

***Part 1 Applicant & Registered Owner***

**Applicant's Name:**

---

Address:

---

City:

Postal Code:

---

Telephone:

Fax:

---

**Registered Owner's Name:**

---

Address:

---

City:

Postal Code:

---

Telephone:

Fax:

---

***Part 2 Subject Property***

Legal Description in Full:

---

---

---

---

Location of Property (Street Address, General Description or Map):

---

Size of Property (Area, Number of Parcels):

---

---

Present OCP Designation:

---

Present Zoning Designation:

---

Description of the Existing Use/Development:

---

---

---

---

---

Description of Proposed Development:

---

---

---

---

***Existing or Readily Available Services***

Services	Currently Existing		Readily Available	
	Yes	No	Yes	No
Road Access				
Water Supply				
Sewage Disposal				
Storm Sewers				
Storm water Management				
Hydro				
Telephone				
Natural Gas				
Cable Television				

Proposed Water Supply Method:

---

---

Proposed Sewage Disposal Method:

---

---

Proposed Storm Drainage Method:

---

---

Approximate commencement Date of Proposed Project:

---

---

**Part 3 Reasons and Comments in Support of the Application  
(Attach separate sheet if necessary)**

---

---

---

---

---

---

---

**Attachments**

The Applicant shall submit the following plans and information at time of application:

- Ten (10) copies of a plan or plans drawn to a minimum of 1:1000 scale clearly indicating:
  - a) The legal description of the parcel or parcels to be subdivided;
  - b) The dimensions of the parcel or parcels to be subdivided with the boundaries outline in red;
  - c) The arrangement of parcels and streets which would be created by the subdivision, including the widths of the proposed streets and the approximate dimensions and area of each proposed parcel complete with lot numbers;
  - d) The relationship of the proposed subdivision to adjacent and existing streets and parcels and the connections of proposed streets thereto;
  - e) The existing and proposed uses of the parcel or parcels to be subdivided;
  - f) Existing building and/or structures located and identified, and illustrating the dimensions and the relationship of same to existing and proposed property lines;
  - g) The approximate location of any building to be demolished upon approval of the subdivision;
  - h) Existing property lines and streets to be eliminated by the proposed subdivision;
  - i) Utility and other existing rights-of-way located and identified, including flood plain areas where applicable;
  - j) Existing topography based upon true datum with contour lines at no greater than one metre intervals;
  - k) Existing creeks, watercourses, natural drainage channels and other pertinent topographic features, including all large or desirable trees on or near proposed roadways;
  - l) The location of all existing roads, pipelines and utilities;
  - m) The location of existing septic tank and septic tank drainage fields where applicable;
  - n) The location of any wells within 30 metres of the parcel or parcels to be subdivided if the proposed lots are to be served by septic systems;
  - o) The location of any existing drainage facilities, such as storm sewers, tile drains or culverts, whether in use or not;
  - p) The proposed water and sewer main extensions to service the subdivision;
  - q) The proposed road grades where steep and uneven terrain exists; and

- r) A scale, north arrow and any other plan identification that shall be considered relevant.

**Note:** In some circumstances, where a development proposal is relatively simple, the above requested information may be combined on one plan.

- Proof of Ownership (a title search dated no more than 30 days prior to submission of the application).
- Copies of any previous studies or reports made on the subject property relating to its present condition and suitability for the proposed use/development, e.g. geotechnical reports, site contamination and remediation studies.

### **5. Application Fee**

An application fee of \$50 for each single family residential lot which subdivides an existing single family residential lot, \$100 per parcel for a subdivision creating two lots or \$250 per parcel for subdivisions involving the creation of three or more lots shall accompany the application. The appropriate fee must accompany the application and shall be made payable to the Village of Montrose.

