

Conditional Subdivision Approval Extension Policy

Date Approved by SLT:

County Commissioner:

1. **Purpose**

To provide a consistent approach to providing extensions to the one-year time period an applicant/landowner has to satisfy conditions of a subdivision approval for endorsement.

2. **Revision History**

None

3. **Policy Statement**

The *Municipal Government Act (MGA)* gives applicants one year from the decision date to meet the conditions of a Subdivision Approval for endorsement. The *MGA* also provides provision for a municipal Council to extend this one year period. Sturgeon County Council understands that in some instances extra time is required to meet the conditions of subdivision; therefore, the Subdivision Authority may extend a conditional Subdivision Approval to a maximum of one additional year.

4. **Definitions**

Subdivision - the division of a parcel of land by an instrument.

Endorsement-the confirmation by the County that all the conditions of a conditional subdivision approval have been met, that the plan of survey/descriptive plan meets with the approval granted and if so, the preparation of the registration package for the said subdivision at Land Titles.

5. **Roles and Responsibilities**

5.1 Current Planning & Development Services will process requests for time extensions as per this Policy.

5.2 The responsibility for extending a conditional subdivision approval is as per the Subdivision Authority Bylaw 1339/14.

6. **Cross Reference**

Subdivision Endorsement Procedure (prd_P&D_SubdivisionEndorsement)

Bylaw 1339/14

Municipal Government Act, RSA 2000 c.M-26