



## APPLICATION FOR SUBDIVISION APPROVAL

Land Planning Branch  
 Department of Energy, Mines and Resources  
 Box 2703 (K-320LP), Whitehorse, Yukon Y1A 2C6  
 Phone: 867-667-3515 • Email: landplanning@yukon.ca

Department use only

Application/file no.	Quad/location
Date received	Due date
Municipality or jurisdiction	

General information				
Name of registered owner of lands <i>Lee Drummond</i>	Email [REDACTED]	Phone [REDACTED]		
Address [REDACTED]	City/town <i>Haines Junction</i>	Terr./prov. <i>YT</i>	Postal code <i>Y0B 1L0</i>	
Name of registered co-owner of lands <i>Tiffany Drummond</i>	Email [REDACTED]	Phone [REDACTED]		
Address [REDACTED]	City/town <i>Haines Junction</i>	Terr./prov. <i>YT</i>	Postal code <i>Y0B 1L0</i>	
Name of person or agent authorized to act on owner(s) behalf	Email	Phone		
Address	City/town	Terr./prov.	Postal code	
General location of application land/project				
Legal description of lands included in this application				
Lot number(s) <i>19 + 20</i>	Block/group/quad <i>22</i>	Subdivision/area <i>Haines Junction</i>	CLSR plan # <i>94-470</i>	LTO plan # <i>94-70</i>
Civic address of lands included in this application (if applicable) <i>107 + 105 Lowell Street</i>			City/town/community <i>Haines Junction</i>	
Project information				
Was the land granted on the basis of a lease or an agreement for sale a condition of which was that the lessee or purchaser was to use the land for agricultural purposes or for agricultural and other purposes?				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Existing use(s) of the application lands	<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Institutional	<input type="checkbox"/> Rural residential <input type="checkbox"/> Utility	<input type="checkbox"/> Commercial <input type="checkbox"/> Other: _____	<input type="checkbox"/> Industrial
Existing use(s) of adjacent lands	<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Institutional	<input type="checkbox"/> Rural residential <input type="checkbox"/> Utility	<input type="checkbox"/> Commercial <input type="checkbox"/> Other: _____	<input type="checkbox"/> Industrial
Proposed use(s) of the application lands	<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Institutional	<input type="checkbox"/> Rural residential <input type="checkbox"/> Utility	<input type="checkbox"/> Commercial <input type="checkbox"/> Other: _____	<input type="checkbox"/> Industrial
General nature of subdivision request	<input type="checkbox"/> Division of existing parcel, into 2 or more lots <input type="checkbox"/> Adjustment of an existing lot line	<input checked="" type="checkbox"/> Consolidation of 2 or more lots into 1 <input type="checkbox"/> Other: _____		

**Proposed residential or rural residential lots**Number of existing lots 2Number of proposed lots 1Total size of all application lands 30.5m x 45.7m<sup>2</sup>  
meters sq. or hectaresMinimum proposed lot size \_\_\_\_\_  
meters sq. or hectares**Proposed commercial, industrial or other lots**

Number of existing lots \_\_\_\_\_

Number of proposed lots \_\_\_\_\_

Total size of all application lands \_\_\_\_\_  
meters sq. or hectaresMinimum proposed lot size \_\_\_\_\_  
meters sq. or hectares

Explain why you wish to subdivide this land, for what purpose the land will be used and the expected development time frame. (Attach a separate sheet if necessary.)

We wish to consolidate the two lots we own into one larger lot because we wanted more space to develop a yard and parking without the requirement to build a residence.

**Services**

Existing/proposed provision for drinking water

City water connection

Existing/proposed provision for sewage treatment/disposal

City sewage connection

Existing/proposed provision for disposal of garbage/solid waste

Free public waste management facility.

Existing/proposed provision for electricity

Above ground power lines

Existing/proposed provision for telephone, other utilities, etc.

Existing lines for telephone, internet

Are there any overhead or underground utilities located within or adjacent to the application area?  
If yes, are the application lands subject to any existing easements?

Yes  No

Is application area presently served by an established fire department?

Yes  No

If yes, give name/location of fire dept:

Haines Junction Volunteer Fire Dept.

Location of and distance to nearest school and school bus route (where applicable)

550 metres to the school.

Existing/proposed provision parks, open space or other recreational amenities

**Access**

Existing/proposed provision for vehicle access to site. (Will any new access be required, connecting to an existing public road or highway?)

Existing road and lane access as developed by municipality

Will new road be surveyed and constructed as part of this subdivision proposal?  
If yes, fully explain the nature of the access, and if/how other users of access might be affected.

Yes  No

No

**Improvements/structures**

Are there any existing improvements located on the application area (buildings, fences, septic fields, wells, gardens, etc.)? If yes, is the applicant the sole owner of these improvements?  
Does the subdivision layout respect the location of any permanent structures?

Yes  No

Gravel delivered and area levelled for parking area.

**Site characteristics**

Soils (sand, gravel, clay, silt, peat, etc.)

clay / gravel

Vegetation (spruce, pine, poplar, willow, clear, etc.)

Spruce, poplar, willow, clear areas

Topography (flat, steep, rolling, etc.)

flat

Water courses and site drainage (rivers, streams, lakes, ponds, drainage ditches within or adjacent to application area)

drainage ditches

Any known significant historical or heritage features on or near this site

No

Any known significant fish or wildlife habitat on or near this site

No.

**Land use planning and zoning**

The Land Planning Branch may provide assistance if current zoning information is not known. Call 867-667-3515.

Current zoning of application lands

No zoning  Urban residential  Rural residential  Cottage  Commercial

Industrial  Other: \_\_\_\_\_

Name of applicable zoning bylaw or regulation: \_\_\_\_\_

Current planning designation of application lands

No zoning  Urban residential  Rural residential  Cottage  Commercial

Industrial  Other: \_\_\_\_\_

Name of applicable community or local area plan: \_\_\_\_\_

**Submittal information**

**Required additional information – the following information must be submitted with all applications**

**Sketch plan** – Provide 3 copies of a sketch plan, drawn at a legible scale, showing the scheme of the proposed parcel configuration. Including the following information:

- Title block (giving description of application lands)
- Arrow indicating North
- Drawing scale
- Existing lot numbers of any adjacent lands
- Configuration/location of proposed (and adjacent existing) parcels of land
- Dimensions and bearings for all proposed and existing lot lines
- Roads, trails, pathways located on or near the application area
- Water bodies, drainage courses located on or near the application area
- Location of existing or proposed improvements on or near the application area
- Existing or proposed utilities (electrical, water, sewer, etc.)

**Ownership/title**

- Copy of certificate of title *on file*
- Copy of any caveats or encumbrances registered against the title

**Proof of property taxes paid**

- Written verification from the appropriate taxing authority that all property taxes have been paid on the core parcel(s) being enlarged

**Additional information – the following information must be submitted, depending on the nature of request.**

Depending on the nature, magnitude or location of any given application, an applicant may be required to undertake and provide further studies or assessments. This may include, but is not limited to such things as: environmental impact assessments, fisheries studies, geotechnical investigations, further public consultation etc.

**If the application is within the boundaries of a municipality,** provide written confirmation from that municipality that either:

- the proposed use **is** in compliance with existing planning and zoning schemes, or
- the proposed use **is not** currently in compliance with existing planning or zoning, but will be considered through an established public zoning/planning amendment process.

**Development requirements:** subdivision applications may include conditions requiring certain work to be performed.

- In some cases, public infrastructure included in subdivisions will be transferred and become the responsibility of the government or municipality. This includes such things as roads, streets, parks, public utility lots, water and sewer services, etc. To ensure that subdivisions are developed to accepted standards, there may be a requirement for a development agreement to be entered into between the parties. This development agreement may include the provision for the applicant to post performance security.

**If the application has an agent include:**

- a document signed by the registered owner(s) of land(s) authorizing the listed agent to act on their behalf.

**Applicant/owner consent**

I/we certify that I am/we are the registered owner(s) of the land described in this application.

I/we certify that all of the submitted information is true and correct to the best of my knowledge and belief.

I/we understand that any misrepresentation of submitted data may invalidate any approval of this application.

Signature: 

Date: *May 6 2024*

Signature: 

Date: *May 6, 2024*

Proposed Consolidation of Lots 19 and 20, Block 22, Plan 94-70 LTO into One Lot,  
Village of Haines Junction, Yukon.

