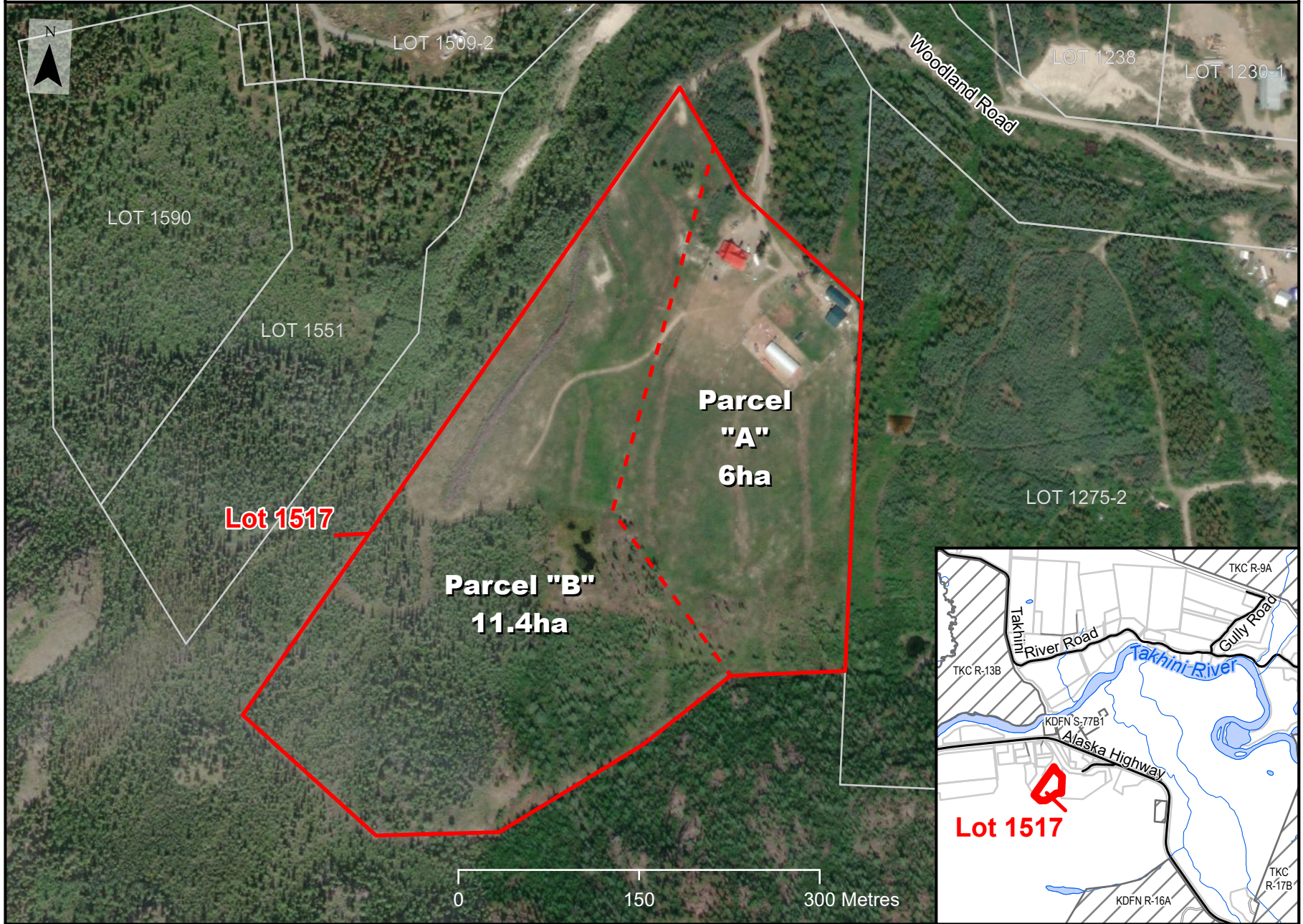


Home site severance of Lot 1517, Quad 105 D/14, Plan 2008-0164
Robert Ryan



CW 2022-05-12



APPLICATION FOR SUBDIVISION APPROVAL OF AGRICULTURAL LAND

Introduction

If you are proposing to subdivide or change the surveyed boundary of your property, you must first get approval to do so from the appropriate authority. In Yukon, this includes either:

1. **The Government of Yukon, subdivision approving officer** (for subdivision approval anywhere in Yukon, other than Whitehorse or Dawson) or;
2. **The City of Whitehorse** (for subdivision approval within Whitehorse) or;
3. **The City of Dawson** (for subdivision approval within Dawson).

This application form deals only with agricultural subdivision approvals that fall under the jurisdiction of the Government of Yukon. (If your property is within either the City of Whitehorse or the City of Dawson, you must contact the applicable agency.)

If you are considering agricultural subdivision, consult with the Land Planning Branch to discuss your preliminary proposal and the eligibility criteria and requirements that apply to your situation. There are a number of factors and criteria that may determine if agricultural subdivision of your land is possible (ownership length, principal residence, physical site characteristics, access, utilities, land planning and zoning etc.).

The Land Planning Branch can explain the subdivision approval process, review your preliminary proposal, and help determine if you are eligible to subdivide your agricultural land.

To proceed with making a formal agricultural subdivision application, it is important that you read the following instructions and information carefully.

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



Eligibility criteria and requirements

Homesite

- Applicant has owned the agricultural parcel for at least 10 years.
- The applicant's primary residence is located on this parcel.
- Minimum lot size is determined by the development area in which the parcel is located.
- Both parcels must remain zoned agricultural.
- The resulting configuration of both parcels must not impede access to the parcels or impair their agricultural use.
- The subdivision must conform to all applicable enactments and may be denied if it does not comply with any applicable enactment.
- Neither of the two parcels may be further subdivided.

Public benefit parcel

- Agricultural lands may be subdivided for the public benefit subject to the agreement of the land owner, the public benefit lands are transferred to the Commissioner of the Yukon, and the subdivision conforms to all applicable enactments.

Application process and fees

- Complete the attached application form and make sure the information you provide is thorough and accurate. Submit all required information, documentation (such as sketches) and fees with your application.
- You must pay a non-refundable application fee of \$100.00 + \$5.00 GST = \$105.00.
- On receipt, the Land Planning Branch will review your agricultural subdivision application to ensure that it is complete and complies with applicable legislation and bylaws.
- As part of the Government of Yukon's review process, your application is distributed to various governments and community agencies for technical review. The Government of Yukon may issue a public notice. (Refer to the *Access to Information and Protection of Privacy Act* disclaimer on the application form.)
- Following the review process, a subdivision approving officer will decide whether to approve, approve with conditions, or deny the application.
- You will receive a formal notice of the decision.
- It may take up to 90 days from the time your application is accepted to when a decision is made.
- If your application is approved, you must hire a lands surveyor of your choice to complete a legal survey. You will have up to one year to complete and register the legal survey. Upon final approval of the survey, you are required to pay an additional approval fee of \$100.00 + \$5.00 GST = \$105.00 for the additional lot created.
- In some cases there may be specific conditions attached to an approval. For instance, a development agreement may be required where there is a need for the applicant to construct road access, utilities or services to the newly created lots.
- If your application is denied or you do not agree with conditions imposed on your approved application, you may appeal the decision through the Yukon Municipal Board under the *Subdivision Act*.
- If you have questions about the application and review processes, contact the Land Planning Branch.
- Retain a copy of your application package for future reference and for your records.

Related permitting and authorizations

The following is a list of other departments and agencies responsible for related permitting and authorizations. Depending on the nature and circumstances of your application, we suggest you contact these other agencies to find out if further approvals are required.

Government of Yukon

Land Planning Branch , Energy, Mines and Resources Suite 320 - 300 Main Street, Whitehorse Phone: 867-667-3515 • Email: landplanning@gov.yk.ca	<ul style="list-style-type: none">• Information on existing planning and zoning.• Subdivision approval (outside Whitehorse or Dawson).
Agricultural Branch , Energy, Mines and Resources Suite 320 - 300 Main Street, Whitehorse Phone: 867-667-5838 • Email: agriculture@gov.yk.ca	<ul style="list-style-type: none">• Information on agricultural viability.• Information on agricultural policies.



APPLICATION FOR SUBDIVISION APPROVAL OF AGRICULTURAL LAND

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

Department use only

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

General information

Name of registered owner of lands	Email	Phone
[REDACTED]		
Address	City/town	Terr./prov. Postal code
[REDACTED]		
Name of registered co-owner of lands	Email	Phone
Address	City/town	Terr./prov. Postal code
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
 Lot 1517 Woodland Rd Ibex Valley

Legal description of lands included in this application				
Lot number(s)	Block/group/quad	Subdivision/area	CLSR plan #	LTO plan #
1517	105 D/14		20008-0164	

Civic address of lands included in this application (if applicable)	City/town/community
130 Woodland Road	Ibex Valley

Project information

Existing use(s) of the application lands	<input checked="" type="checkbox"/> Agricultural <input type="checkbox"/> Other: _____
Existing use(s) of adjacent lands	<input type="checkbox"/> Residential <input type="checkbox"/> Rural residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional <input type="checkbox"/> Utility <input checked="" type="checkbox"/> Other: <u>agricultural</u>
Proposed use(s) of the application lands	<input checked="" type="checkbox"/> Agricultural <input type="checkbox"/> Public/road <input type="checkbox"/> Other: _____
General nature of subdivision request	<input checked="" type="checkbox"/> Division of existing parcel, to create an agricultural homesite parcel. <input type="checkbox"/> Other: _____
Have you been the owner of the subject property for 10 years?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is this property your principal residence?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Building Safety Standards, Community Services 2251B Second Avenue, Whitehorse Phone: 867-667-5741 • Email: buildingsafety@gov.yk.ca	<ul style="list-style-type: none"> • Building and plumbing permits, (outside Whitehorse or Dawson). • Electrical, gas, boiler permits (all Yukon). • Development permits (outside municipalities).
Environmental Health Services, Health and Social Services #2 Hospital Road, Whitehorse Phone: 867-667-8391 • Email: environmental.health@gov.yk.ca	<ul style="list-style-type: none"> • Septic / in-ground sewage installations. • Permit for restaurant / food service.
Transportation Maintenance, Transportation Maintenance, Highways and Public Works 9029 Quartz Road, Building 275, Whitehorse Phone: 867-667-5159 • Email: highways@gov.yk.ca	<ul style="list-style-type: none"> • Access permits (access onto Yukon highways). • Work within right-of-way permits.
Transportation Engineering, Highways and Public Works 461 Range Road, Whitehorse Phone: 867-633-7905 • Email: hpw-info@gov.yk.ca	<ul style="list-style-type: none"> • Road and access design criteria.

Municipal contacts

City of Whitehorse, Planning and Sustainability Services Municipal Services Building 4210 – Fourth Avenue, Whitehorse Phone: 867-668-8346 • Email: planning@whitehorse.ca	<ul style="list-style-type: none"> • Information on Official Community Plan and zoning in Whitehorse. • Development and subdivision approval within Whitehorse.
City of Dawson 1336 Front Street (2nd floor above the Fire Hall), Dawson Phone: 867-993-7400 • Email: info@cityofdawson.ca	<ul style="list-style-type: none"> • Information on planning and zoning in Dawson. • Sub approval in Dawson.

Other

ATCO Electric Yukon 100 – 1100 Front Street, Whitehorse Phone: 867-633-7000	<ul style="list-style-type: none"> • Hydro installations. • Location of underground and overhead lines.
Other:	

OFFICE USE ONLY – Receipt of completed application form	Initials
<input type="checkbox"/> Application information complete	
<input type="checkbox"/> 3 copies of sketch plan complete	
<input type="checkbox"/> Other information (property taxes paid, certificate of title, incorporation documents)	
<input type="checkbox"/> Application fee paid (\$100.00 + \$5.00 GST = \$105.00) Receipt # _____	
<input type="checkbox"/> Completed application accepted	
Received by: _____ Date: _____	
Unless a time extension is otherwise agreed to by both the applicant and subdivision approving officer, a decision to approve, conditionally approve or deny this application will be made on or before: Date: _____ (within 90 days)	
Subdivision approval fee: If this application is approved, you will be required to pay a subdivision approval fee of \$ _____ (+ \$ _____ GST), based on _____ additional lots being created.	

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

We wish to subdivide this land to give our children a parcel of land to farm on and a home site for us to use to live and farm. The development time ^{frame} will be approximately six months.

Services

Existing/proposed provision for drinking water
There are wells on both sites

Existing/proposed provision for sewage treatment/disposal
There are septic systems on both sites

Existing/proposed provision for disposal of garbage/solid waste
Garbage and solid waste is removed to the local waste management facility

Existing/proposed provision for electricity
Both existing sites have mains power electrical provisions

Existing/proposed provision for telephone, other utilities, etc.
Both sites have propane tanks. Both sites have satellite internet services

Are there any overhead or underground utilities located within or adjacent to the application area? Yes No
If yes, are the application lands subject to any existing easements?
Electrical transmission poles

Is application area presently served by an established fire department? Yes No
If yes, give name/location of fire department.
Ibex valley fire department

Location of and distance to nearest school and school bus route (where applicable)
Nearest school is Hidden Valley. School bus stops after the end of woodland road 1km from property. It is 30km 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?)
No new road will be required.

Will new road be surveyed and constructed as part of this subdivision proposal? Yes No
If yes, fully explain the nature of the access, and if/how other users of access might be affected.

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? Yes No

Does the subdivision layout respect the location of any permanent structures?
 There is a 2 bed room House on the application area. It has electric power, well site, propane tank and septic field. The applicants are the sole owners and the subdivision does respect the layout of the permanent structure

Site characteristics

Soils (sand, gravel, clay, silt, peat, etc.)
 silt mainly with a small area of rock and gravel

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

Topography (flat, steep, rolling, etc.)
 Generally flat with a small hill in the middle and towards the back

Water courses and site drainage (rivers, streams, lakes, ponds, drainage ditches within or adjacent to application area)
 The adjacent West side has a drainage gully. There is a small pond on the site and a wet area to the east side

Any known significant historical or heritage features on or near this site
 None

Any known significant fish or wildlife habitat on or near this site
 None

Land use planning and zoning

Community Land Planning may provide assistance if current zoning information is not known. Call 867-667-8945

Current zoning of application lands

No zoning Agricultural Other: _____

Name of applicable zoning bylaw or regulation: _____

Current planning designation of application lands

No zoning Agricultural 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

continued...

- 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.)
- Signature block for endorsement of subdivision approving officer
- Signature Block for endorsement of Commissioner of Yukon

Ownership/title

- Copy of certificate of title
- 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 lot(s).

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.

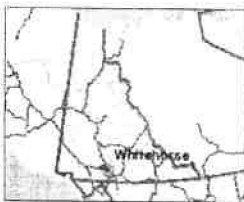
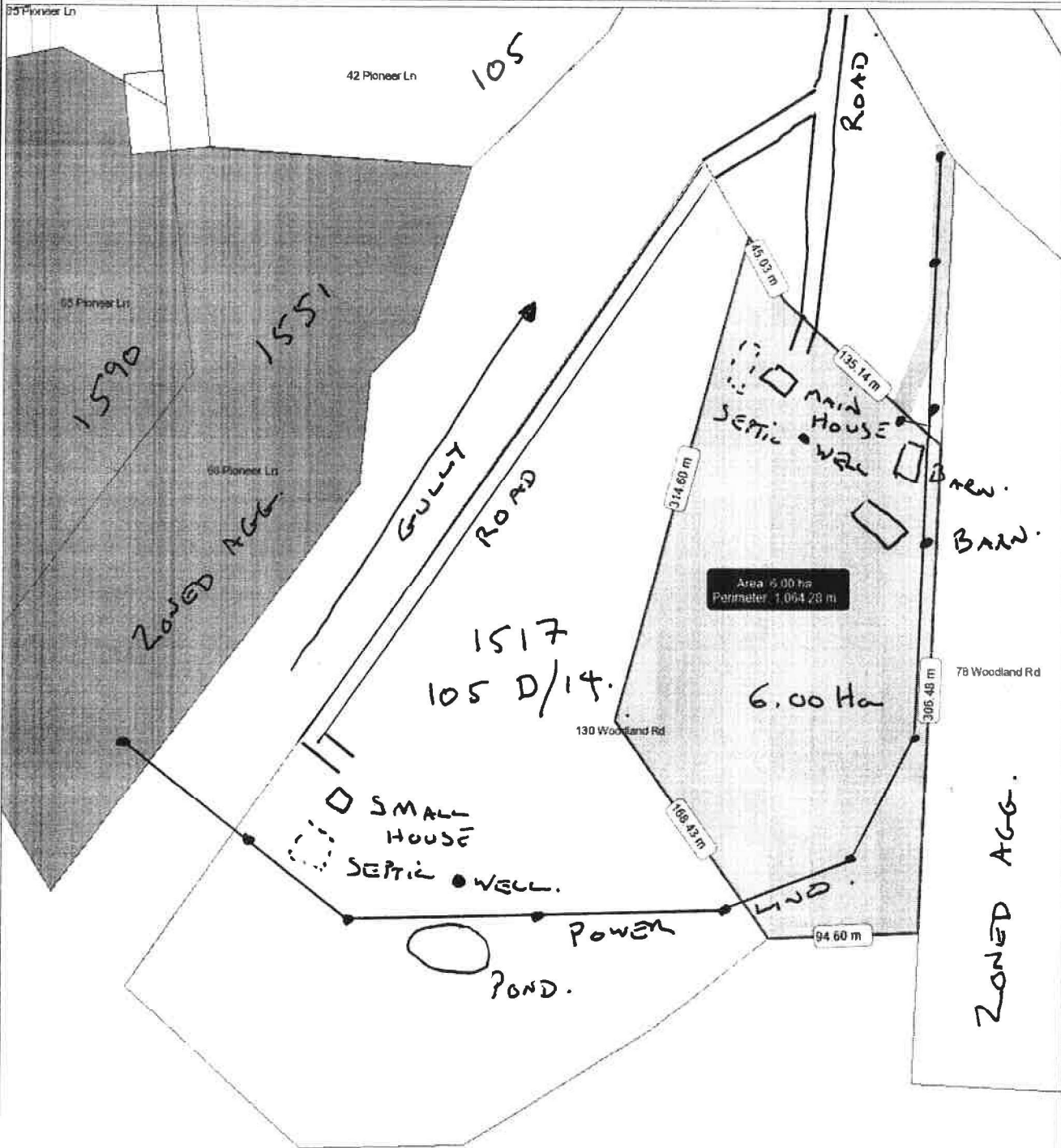
I/we certify that the subject property is my/our principal residence.

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 _____

Signature _____



Legend

- Community Zoning
- Development Areas
- Local Area Plans
- Land Applications Active
- Land Dispositions
- Land Licenses
- Land Rotations
- Thematic Map Data
- Agriculture
- Canals
- Parcel Addresses
- Land Parcel Polygon
- Surveyed
- Essex to Polygon
- Surveyed

SUBDIVISION APPROVING OFFICER:

COMMISSIONER OF YUKON:

Notes

0 0.05 0.1 Kilometers

Projection: Yukon Albers Equal Area Conic
Produced from: GeoYukon application

Scale: 1:2,500

This map is a user-generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.
Date Printed: 03 May 2022

