



**Municipality of Colchester**  
 1 Church Street  
 Truro, NS B2N3Z5  
 Tel: 902-897-3170  
 comdev@colchester.ca

**APPLICATION FOR SUBDIVISION APPROVAL**

**FILE NO** \_\_\_\_\_ Application Type (Final, Tentative, Preliminary) \_\_\_\_\_  
 Fee \_\_\_\_\_ Paid   
 Zoning \_\_\_\_\_

Name of Subdivision \_\_\_\_\_ Approval Required for Lot(s) \_\_\_\_\_

Location \_\_\_\_\_ Proposed Lot Type (BLD, CON, OTH) \_\_\_\_\_

Water Services		Waste Disposal		Road Access	
	Existing	Proposed		Existing	Proposed
Central System	<input type="checkbox"/>	<input type="checkbox"/>	Central System	<input type="checkbox"/>	<input type="checkbox"/>
Drilled Well	<input type="checkbox"/>	<input type="checkbox"/>	On Site	<input type="checkbox"/>	<input type="checkbox"/>
Dug Well	<input type="checkbox"/>	<input type="checkbox"/>			
Other			Other		
				Public Road	<input type="checkbox"/>
				Private Road	<input type="checkbox"/>

**Plans Certified By** \_\_\_\_\_ Nova Scotia Land Surveyor Dated \_\_\_\_\_

**Site Assessment Certified By** \_\_\_\_\_ (QP/ P.Eng) Dated \_\_\_\_\_

**Certification for an On-Site System is not required**

I certify that lot(s) \_\_\_\_\_ (is, are) being subdivided for the purpose of \_\_\_\_\_ which will not require the installation of an on-site sewage disposal system. Signed: \_\_\_\_\_

Property Owner(s)	Mailing Address _____ Telephone _____
	Email _____

Surveyor	Mailing Address _____ Telephone _____
	Email _____

Applicant	Mailing Address _____ Telephone _____
	Email _____

Correspondence and plans should be sent to:  Owner  Applicant  Other (Specify) \_\_\_\_\_

Signature of all Property Owners _____	Date _____
_____	_____
_____	_____
_____	_____

*Space below for office use only*

Plans Received:  Application Complete:	<b>Plans Approved:</b>  <hr style="border: 0; border-top: 1px solid black;"/>
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PID Number

Subdivision Area (1 or 2)

Plans sent to the following for Review and Comments:

		Date Sent	Date Received
<input type="checkbox"/>	Nova Scotia Department of Public Works		
<input type="checkbox"/>	Nova Scotia Department of Environment		
<input type="checkbox"/>	Land Registration Office		
<input type="checkbox"/>	Public Works		
<input type="checkbox"/>	Property Valuation Services Corporation		
<input type="checkbox"/>	Canada Post		
<input type="checkbox"/>	Planning Department		
<input type="checkbox"/>	Other <hr style="width: 20%; margin-left: 0;"/>		
<input type="checkbox"/>	Deed and Affidavit		

### Subdivision Plan Checklist

#### **Preliminary Plans**

- Completed Application
- 3 Hard Copies and 1 Digital Copy

#### **Tentative Plans**

- Completed Application
- Application fee of \$75
- 6 Hard Copies and 1 Digital Copy
- 1 Hard Copy and 1 Digital Copy of Engineering Drawings
- QP Report for on-site sewage disposal systems (if required)

#### **Final Plans**

- Completed Application
- Application fee of \$25 per lot to a maximum of \$250.00
- 8 Hard Copies and 1 Digital Copy
- Cheque made payable to 'Minister of Finance' for \$100.00 **or** \$200.00 if not land registration
- QP Report for on-site sewage disposal systems (if required) please include cheque made payable to "Minister of Finance" for \$232.35 if more than 3 lots.