



SURVEY APPLICATION

OFFICE USE ONLY	
Application No.: SK ___ - ___	Date Application Received:
Application Received By:	

Consultation with the Planning and Development Department is encouraged prior to submission of this application. This application form must be accompanied by the submission requirements (refer to Section 5) in order to be considered a complete application. Incomplete applications will not be processed until all information is provided.

TO BE COMPLETED BY APPLICANT

1. LOCATION

LOCATION DESCRIPTION		
Municipal Address:		
LEGAL DESCRIPTION		
Lot(s):	Block:	Plan:

2. CONTACT INFORMATION

Unless otherwise requested, all communications will be sent to the Owner's or Lessee's Authorized Agent, if any.

NAME/TITLE	MAILING ADDRESS	PHONE NO. E-MAIL ADDRESS
Property Owner(s) / Lessee _____ first name _____ last name		Phone:
		Email:
Agent _____ first name _____ last name		Phone:
		Email:
Other _____ first name _____ last name		Phone:
		Email:

3. DESCRIPTION OF PROPERTY

DESCRIPTION OF PROPERTY	
Planning Information	General Plan Designation:
	Zoning Category:
Description	Lot Frontage (m):
	Lot Area (m ² or ha):
Type of Servicing	Water Supply (check one) <input type="checkbox"/> Piped system <u>OR</u> <input type="checkbox"/> Trucked services
	Sewage Disposal (check one) <input type="checkbox"/> Piped system <u>OR</u> <input type="checkbox"/> Trucked services
Existing Use(s) on the Property:	
Year of Construction of Existing Buildings:	
Date of Acquisition/Lease:	

4. DESCRIPTION OF PROPSAL

DESCRIPTION OF PROPOSAL
Describe the purpose of the survey:

5. SUBMISSION REQUIREMENTS

<p>✓ IS YOUR APPLICATION COMPLETE? Make sure you've met the requirements listed below. Electronic submission of plans in PDF and AutoCAD formats are preferred.</p>
APPLICATION FEE
<ul style="list-style-type: none"> Application Fee (refer to Section 6)
REQUIRED PLANS
Plan of Subdivision – Scale of 1:500 or greater (PDF 11 x 17 format)
<ul style="list-style-type: none"> Legal description of the property North arrow Lot dimensions and lot areas for each proposed lot Footprints for all existing and proposed buildings, fences and other structures (field survey may be required to accurately locate existing buildings and structures) Vehicle access (e.g. driveways), parking and loading facilities Utility installations (e.g. oil tanks, electricity/light poles, access vaults and sewer/water pipes) and garbage enclosures Location and description of buildings on abutting lots

6. APPLICATION FEE SCHEDULE *(Fees & Charges By-law, as amended)*

Description	Fee Amount
Resurvey application – lot line adjustments, merging of lots, or splitting of lots	\$1,500 + \$150 for each additional lot over 3 existing lots
Survey application – creation of lots	\$2,000 + \$250 for each additional lot
Revision to resurvey application	\$500
Revision to survey application (creation of new lots)	\$750
Extension to subdivision approval	\$400

7. SWORN DECLARATION THAT INFORMATION IS ACCURATE

I, _____, of the City of _____, solemnly declare that all of the above statements contained in the application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under Oath and by virtue of *The Canada Evidence Act*.

SWORN (or declared) BEFORE ME

At the City of Iqaluit _____

This _____ day of _____ 20__.

Commissioner of Oaths

Signature of Applicant

8. AUTHORIZATION OF LESSEE/OWNER FOR AGENT TO MAKE APPLICATION

If the application is to be signed by an agent on behalf of the lessee/owner, the following authorization must be completed or the lessee/owner must submit a letter of authorization.

I, _____, am the lessee/owner of the land that is subject of this application and I authorize _____ to make this application on my behalf.

Date

Signature of lessee/owner