

Where do I apply to subdivide?

Ministry of Transportation and Infrastructure

For application for subdivision and development approvals, MoTI is the designated approving officer in the Peace River Regional District.

Fort St. John Tel: (250) 787-3237 Fax: (250) 787-3279

Website: www.th.gov.bc.ca/da/Subdivision_Home.asp.

Ministry of Health (Northern Health Authority)

For health legislation
(e.g. sewage, disposal systems and onsite wastewater practitioners.)

Dawson Creek Tel: (250) 719-6500 Fax: (250) 719-6513

Fort St. John Tel: (250) 787-3355 Fax: (250) 787-3486

Wastewater Website: owrp.asttbc.org/registrants.php

Website: www.northernhealth.ca

Ministry of Environment

For environmental legislation (e.g. flooding, land erosion etc.) and information for those proposing works in and about water courses.

Fort St. John Tel: (250) 787-3411 Fax: (250) 787-3490

Website: www.env.gov.bc.ca/wsd/

BC Land Title & Survey Authority

For survey and registration requirements. Land title offices are located in New Westminster, Victoria and Kamloops.

New Westminster Tel: (604) 660-2595 Toll Free: 1 (877) 577-LTSA (5872)

Website: www.ltsa.ca

Agricultural Land Commission

For applications, decisions and information pertaining to the Agricultural Land Reserve.

Burnaby Tel: (604) 660-7000 Toll Free: 1 (800) 663-7867 Fax: (604) 660-7033

Website: www.alc.gov.bc.ca



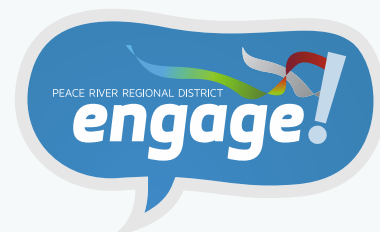
PEACE RIVER REGIONAL DISTRICT

For Official Community Plans, Zoning, Agricultural Land Reserve and general information:

Dawson Creek Tel: (250) 784-3200 Fax: (250) 784-3201
Fort St. John Tel: (250) 785-8084 Fax: (250) 785-1125
Toll Free: 1-800-670-7773

Main Office:
PO Box 810, 1981 Alaska Highway
Dawson Creek, BC V1G 4H8

Branch Office:
9912 - 106 Avenue
Fort St. John, BC V1J 2N9



Peace River Regional
District Official Page | Facebook

www.prrd.bc.ca/active_applications/



PEACE RIVER REGIONAL DISTRICT

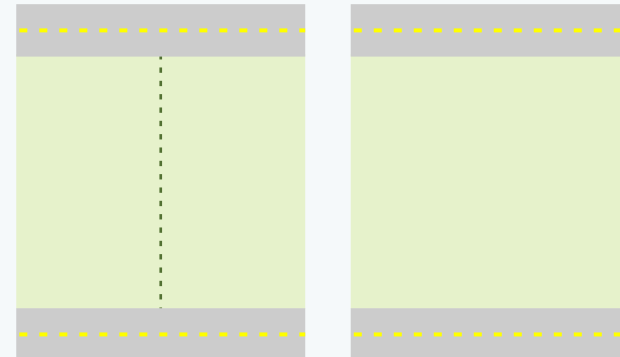
Guide to Subdivision

DEVELOPMENT PROCEDURES

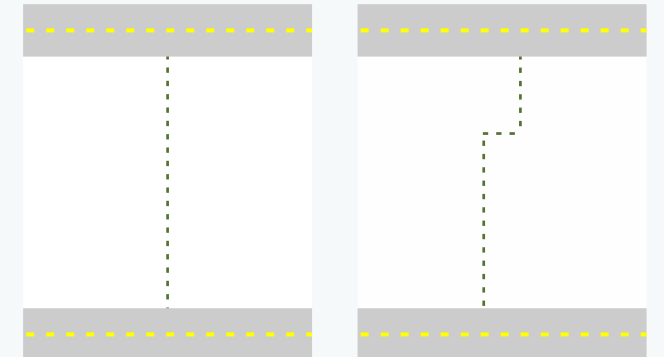
What constitutes a subdivision?

Subdivision includes either the division of land into two or more parcels or the amalgamation (consolidation) of two or more parcels into one.

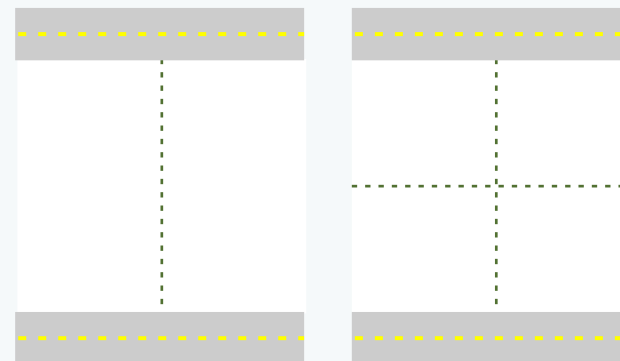
Consolidating two or more
parcels into one lot



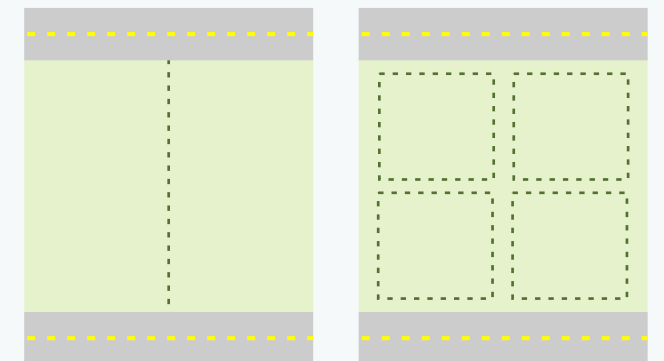
Adjusting or realigning
existing parcels



Creating several lots from one
or more existing lots



Creating several strata lots from one
or more existing lots



diverse. vast. abundant.

General Subdivision Information

Why do I need approval for subdivision?

Approval for subdivision is required to ensure that community standards are met with regard to:

- Size and shape of lots and building site
- Roads, lanes and emergency vehicle access
- Natural hazards such as flooding, erosion, or landslides
- open spaces and walkways
- preservation of natural features
- compatibility of overall subdivision pattern with the surrounding land use
- sewer, water and other services
- protection of opportunity for future subdivisions

Provincial laws require that all subdivisions be approved by the Approving Officer. The Ministry of Transportation and Infrastructure (MoTI) is the approving officer for all areas outside municipalities.

How is the Peace River Regional District (PPRD) involved in the subdivision process?

- Responding to general inquiries about the potential to subdivide land as permitted by zoning, and the general procedure.
- Receiving and processing applications for subdivision in the Agricultural Land Reserve (ALR). This is a precondition for subdivision of any land within the ALR.
- Receiving and processing applications for amendments to the Official Community Plan and Zoning Bylaw. The PPRD holds jurisdiction for managing land use, development density, and lot size.
- Receiving and processing applications for Development Permits which may be in effect for matters such as hazardous conditions, design standards, and environmental protection.
- Receiving and responding to referrals from the MoTI for subdivision applications. The referrals are reviewed and comments provided with regard to the ALR and PPRD bylaws and policies.

What is the Ministry of Transportation and Infrastructure (MoTI)’s role as Approving Officer?

Upon receipt of a subdivision application, MoTI sends a referral to all agencies that may have an interest in the proposal, such as Northern Health, the PPRD, Ministry of Environment, utilities, etc. MoTI collects these responses and essentially makes a check list of all the items that a proponent needs to complete in order to move through the subdivision process. MoTI responds to the application by the issuance of a Preliminary Layout Approval (PLA) that either approves the subdivision and sets out conditions for completion or a Preliminary Layout Not Approved (PLNA) that denies the subdivision with reasons.



Sewage Disposal & the Role of Northern Health Authority

Northern Health is the authority with jurisdiction over regulations for sewage disposal as noted under the BC Sewage System Regulation. The law stipulates that only authorized personnel may construct sewage systems. Property owners who wish to construct, alter, or repair an onsite sewage system must have an authorized person do the work. Authorized persons are professionals or Registered Onsite Wastewater Practitioners. For more information contact Northern Health.

What should I do before I subdivide?

Before spending time and money on a subdivision application, it is highly recommended to check with the PPRD to find out how your property is affected by ALR, the Official Community Plan, and Zoning Bylaws. Specific applications may be required, and depending on your circumstances, you may wish to proceed with them prior to making a formal subdivision application to MoTI. It is also advisable to check into constraints for sewage disposal.

How long does it take to get a decision?

A decision could take several months. If your property is within the ALR, or if your proposal requires amendments to the Official Community Plan or Zoning Bylaw, a decision may take even more time. However, PPRD staff does their best to ensure that referrals are dealt with in a timely manner. MoTI has its own time frame in considering and issuing a response a subdivision application.

The time it takes to complete the requirements for subdivision is largely dependent upon the applicant. The applicant must complete all the requirements listed on the PLA before MoTI can consider the subdivision for final approval.

THE SUBDIVISION PROCESS

