

# Subdivision of Land and Change of Use Application

OCT 13 2023  
RECEIVED



This application is to be used for any of the following:

- subdivide a parcel of land into smaller lots
- change the current use of a parcel of land
- change the use of an approved subdivision
- consolidate multiple lots into one
- appendage to a parcel/lot

RECEIVED

OCT 13 2023

DEC 18 2023  
\$110 \$288

Office Use Only	
Sub. Case File #:	
Permit #:	
PID#:	
Permit Fee:	
Received:	
PIC Verified:	<input type="checkbox"/>

### Property Information:

Property Tax Number: 148205-000	Lot Number - if applicable:
Civic Address Number: 1607	Street Name: Mt. Stewart Rd.
Route No:	Community: Mt. Stewart (Pisguit) )

### Property Owner Information:

Full Legal Name: Crystal Dawn Buell Birt Chris Mitchell		
Company Name:		
Street Address: 1607		
Community: Mt. Stewart (Pisguit)	Province: PE	Postal Code: COALTO
Email:	Phone: 902-330-4443	

### Applicant Information if different from Owner:

Full Legal Name: Samantha Jardine		
Company Name:		
Street Address: 2232 Dromore Rd		
Community: Mt. Stewart	Province: PE	Postal Code: COALTO
Email: sammy_morris@hotmail.com	Phone: 902-388-4600	

### What is the property currently used for?

- Residential (Single-unit) 
  Residential (Duplex) 
  Residential (Multi-unit) 
  Rental accommodation  
 Commercial 
  Industrial 
  Institutional 
  Agricultural 
  Aquaculture/Fisheries 
  Forestry  
 Recreational 
  Resource 
  Home-Based Business 
  Other: vacant

### Proposed use of the land:

Single Unit Residential Dwelling.

#56871

**A. CHANGE OF USE SECTION:**

Are you looking to change the current use of the land to a new use? (i.e. Residential to Commercial)

- Yes  No, please move onto B) SUBDIVISION OF LAND SECTION below

If Yes, what would the new use of the property be?

- Residential (Single-unit)  Residential (Duplex)  Residential (Multi-unit)  Rental accommodation  
 Commercial  Industrial  Institutional  Agricultural  Aquaculture/Fisheries  Forestry  
 Recreational  Resource  Home-Based Business  Other: \_\_\_\_\_

If you selected Industrial, Commercial, Industrial or Recreational please answer:

- What will be the hours of operation? \_\_\_\_\_
- How many staff are you intending on having at his location? \_\_\_\_\_
- Will there be onsite parking for staff?  Yes  No  N/A
- Will there be shipping and/or receiving operations?  Yes  No  N/A

Please describe the business operations you will be undertaking on this site:

**B. SUBDIVISION OF LAND SECTION:**

Are you looking to subdivide the parcel of land into multiple lots?  Yes  No

If yes, how many new lots are you looking to create?

If 1 to 5 lots - please see detailed Additional Requirements listed in Section 1 on the next page

If 6 or More lots - please see detailed Additional Requirements listed in Section 2 on the next page

Will the proposed subdivision require the creation of a new driveway or the relocation of an existing driveway to the road/highway?  Yes  No

How will the proposed subdivision receive sewer service?

- New on-site septic  Existing on-site system  
 Municipal wastewater treatment  Private Central Wastewater Treatment

How will the proposed subdivision receive its water supply?

- New on-site well  Existing on-site well  Municipal water  Private Central water system

Are there Environmentally sensitive features located on the proposed lot(s)? i.e. Wetland, watercourse, sand dune, other: \_\_\_\_\_  Yes  No

Is this property identified under the PEI Lands Protection Act?  Yes  No

## **SUBDIVISION OF LAND -- REQUIREMENTS**

### **1) Five (5) Lots or Less - (1 to 5 lots)**

With the completed application the following is required:

- a. **Completed sketch of the property as outlined on page 5 showing the true shape and dimensions of the property being subdivided. The lot(s) must be indicated on the map, outlined in red and displaying the dimensions of the lot(s) and size of the lot(s) in acres or square feet. All proposed access roads or rights-of-way to the lot(s) must be shown on the map.**

### **2) More than five (5) lots - (6 or more lots)**

With the completed application the following is required:

- a. **Preliminary Survey plan completed by a surveyor. Ensure the surveyor shows the following information in their Preliminary Survey Plan:**

- the true shape and dimensions of the property being subdivided and the proposed lots
- all proposed access roads or rights-of-way to the lots
- a key plan indicating the general location of the proposed subdivision
- a North point indicator and the scale of the plan
- the location of all existing buildings or structures on the lots being proposed, or within 100 feet (30.4 metres) of the proposed subdivision
- existing and proposed services, including central or municipal waste treatment systems, and central or municipal water supply systems
- proposed or existing private right-of-ways or easements, and proposed or existing entranceways to a highway
- land proposed for buffers, walkways, open space, recreation areas, parks, or other public use
- watercourses, wetlands, beaches, sand dunes, forested areas, designated natural areas, or conservation zones on, or adjacent to, the proposed subdivision
- elevation contours and the drainage pattern within the proposed lots, and within 300 feet (91.4 m) of the boundaries of the proposed subdivision
- the proposed use of the lots
- proposed stormwater drainage patterns for water within and leaving the subdivision

**Please Note:** Your application will be considered incomplete and will be returned if any of the requirements outlined are missing, unclear, illegible, or if fees have not been paid

**For applications to be given adequate consideration, it may be necessary for staff to consult with various departments and agencies before contacting the applicant to advise the status and required next steps. Staff may also carry out a site inspection to complete their application review.**

Declaration

*Ch A...*

*Crystal B...*

hereby certify that I am (select one)

the registered owner of the land proposed for development

authorized to act on behalf of the registered owner of the land proposed for development

and hereby declare that all statements contained within this application are complete and true.

Signatures

Registered Owner(s):

or

Written confirmation from the current property owner(s) allowing this Subdivision of Land and Change of Use Application to proceed. This documented proof must be supplied at time of application.

<input checked="" type="checkbox"/> <i>Ch A...</i>
<i>Crystal B...</i>

Date <i>Oct 4/23</i>
Date <i>Oct 4/23</i>
Date

Applicant:

[Empty signature box]

Date

Submit Applications To:

- Land Division – 31 Gordon Drive, Charlottetown, PE
- Access PEI O’Leary – 45 East Dr, O’Leary, PE
- Access PEI Summerside – 120 Heather Moyses Dr, Summerside, PE
- Access PEI Montague – 41 Wood Islands Rd, Montague, PE

Office Use Only	
<u>SUBDIVISION &amp; CHANGE OF USE FEES</u>	
Subdivision of Land (\$110 for the first lot).....	= _____
Additional Lots (\$55 for each additional lot).....	= _____
Change of Use (\$110 for the first lot).....	= _____
Change of Use for Additional Lots (\$55 for each additional lot).....	= _____
Total _____	= _____

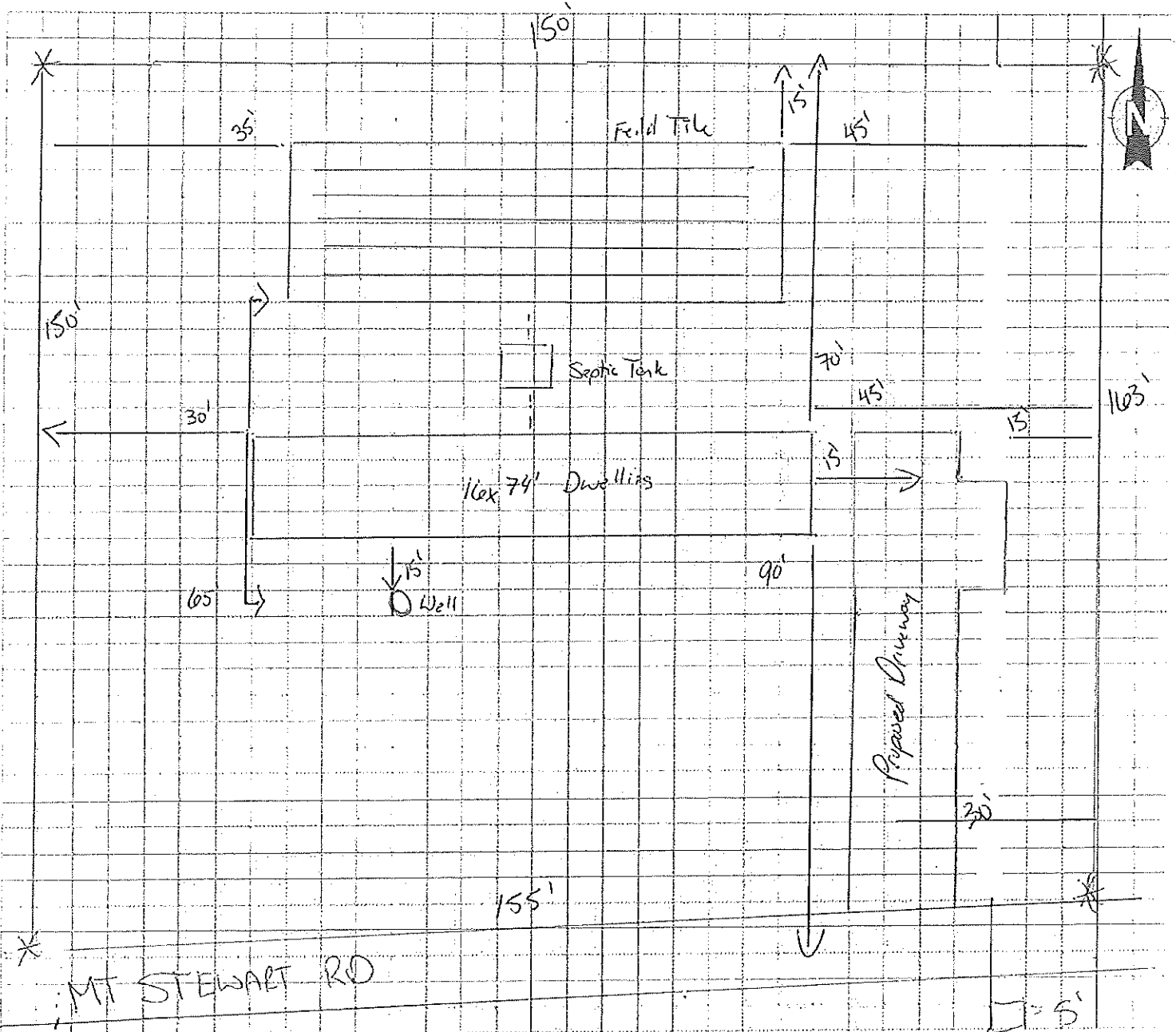
Personal Information on this form is collected under section 8 (1)(d) of the Planning Act. If you have any questions about the collection of personal information, you may contact [landdivision@gov.pe.ca](mailto:landdivision@gov.pe.ca) for more information.

# Subdivision of Land Application Sketch – 5 Lots or Less

Pursuant to the Planning Act

The sketch below needs to show the true shape of the property and include all existing or proposed:

- Property lines with their lengths (in ft)
- Lot boundaries, including the size of proposed lots
- Road(s), including their name(s)
- All Buildings with their sizes listed (in ft)
- Distance from centre of road to buildings (in ft)
- Distance from buildings to property lines (in ft)
- Distance from septic tank/field to property lines (in ft)
- Distance from well to building (in ft)
- Distance between well and septic system (in ft)
- All land proposed to be use for open space, parks, recreation or other common areas
- Right-of-ways on or adjacent to property
- Show any watercourse, wetlands, top of bank, or sand dune located on the property
- Distances from watercourse, top of bank, or sand dune to any structures (building or septic) (in ft)
- Arrow showing the natural slope of the land
- Proposed stormwater drainage patterns for water within and leaving the subdivision
- Location of driveway(s)
- Distance from the centre of driveway(s) to the nearest neighbouring property line (in ft)



S. Janeline  
Property Owner's Signature or Applicant

Oct 11 / 2023  
Date

at Crystal Mill Dist. and  
for the purpose of the above  
purpose to apply for application  
on behalf of

Crystal Mill Dist.  
Crystal Mill Dist.

Date:  
Dec 11/19

I Chris Mitchell give  
permission for Sutherland Gardens  
to apply for applications on  
my behalf.

Chris Mitchell  
Chris Mitchell

Date: Oct 11/23

*CM*

PERMISSION IS GIVEN TO VEHICLES TO TURN AROUND ON OUR PROPERTY IF  
NEED BE.

DATE X Dec 11/25 CRYSTAL BIRT X *Crystal Birt*  
CHRIS MITCHELL X *Chris Mitchell*

*393 628-5582*  
*Heather ↑*  
*PO Crystal Birt*  
*PO Chris*  
*Mitchell*  
*Separate parking*  
*Application applied*  
*issued property*



PAID  
 DEC 21 2023 RECEIVED  
 DEC 20 2023  
 \$200  
 308 CH



# Development Permit Application

Where you live will determine what Development Permit Application you will need to complete.

If you live **outside** of a municipal area, you will need to complete this application. As per the **Provincial PLANNING ACT SUBDIVISION AND DEVELOPMENT REGULATIONS**, no person shall, without first obtaining a development permit:

- commence the construction of any building or structure;
- locate any building or structure, or change the location of any building or structure on a lot;
- make any structural alterations that will change the exterior dimensions of any building or structure;
- change the use of any building or structure or land, or part thereof; or intensify any non-conforming use;
- locate a travel trailer on any lot as the main or accessory use, other than in a travel trailer park where utility services are provided; or create a mobile home park

Office Use Only	
Sub. Case File #:	
Permit #:	
PID#:	148205
Permit Fee:	
Received:	
PIC Verified:	<input type="checkbox"/>

If you live **inside** a Municipal Area with planning authority you will need to apply for a Development Permit from that local Municipal Office.

Are you wanting to subdivide your parcel of land into smaller lots or change the official use of the property? If yes, you are required to complete the Subdivision of Land/Change of Use Application before completing this Development Permit Application and any Building Permit Applications.

**Property Information:**

Property Tax Number:	Lot Number - if applicable:
Civic Address Number: Next to 1607	Street Name: Mt Stewart Rd

**Property Owner Information:**

Full Legal Name: Chris Mitchell, Crystal Birt		
Company Name:		
Street Address: 1607 Mt Stewart Rd		
Community: Mt Stewart	Province: PE	Postal Code:
Email:	Phone:	

**Applicant Information if different from Owner:**

Full Legal Name: Samantha Jardine		
Company Name:		
Street Address:		
Community:	Province: PE	Postal Code:
Email: sammy-mc.in.is@hotmail.com	Phone: 902-388-4600	

M-2023-0244

**What is the property currently used for?**

- Residential (Single-unit)  
  Residential (Duplex)  
  Residential (Multi-unit)  
  Rental accommodation  
 Commercial  
  Industrial  
  Institutional  
 Agricultural  
 Aquaculture/Fisheries  
 Forestry  
 Recreational  
 Resource  
 Home-Based Business  
 Vacant  
 Other: \_\_\_\_\_

Will the proposed development require the creation of a new driveway or the relocation of an existing driveway to the road/highway?  
 Yes  
 No

**How will the new proposed structure receive sewer services?**

- New on-site septic wastewater system  
 Existing on-site system  
 Municipal wastewater treatment  
 Private central wastewater treatment

Describe the current land use in detail. If the property is used for a livestock operation, include the type of livestock, the number of animals, whether there is a manure storage facility, and complete and attach a "Project Information Form - Commercial Livestock Operations".

Cleared, and hayground use.

Are there existing buildings on the property?  
 Yes  
 No

Please describe the use of each building in detail:

**What type of development or activity are you proposing? Please check all that apply:**

- New detached structure  
 Addition to existing structure  
 Relocation of structure  
 Change the use of existing structure

**What will the proposed development be used for? Please check all that apply:**

- Residential (Single-unit)  
 Residential (Duplex)  
 Residential (Multi-unit)  
 Rental accommodation  
 Commercial  
 Industrial  
 Institutional  
 Agricultural  
 Aquaculture/Fisheries  
 Forestry  
 Recreational  
 Resource  
 Home-Based Business  
 Other: \_\_\_\_\_

Will the proposed structure be the main structure on the property?  
 Yes  
 No

Please describe how the proposed structure will be used in detail:

Single family residential living.

**What are the dimensions of the structure that you are proposing?**

Width (ft):	74'	Number of Storeys:	1
Depth (ft):	16'	Main Floor Area (ft <sup>2</sup> ):	1184
Height of Structure:	12'	Total Floor Area (ft <sup>2</sup> ):	1184

What type of foundation are you proposing for the structure?

Standard Concrete    Insulated Concrete Form (ICF)    Wood Posts    Other: Concrete Blocking

What siding material are you proposing for the structure? Vinyl

What roofing material are you proposing for the structure? Asphalt Shingle

If your proposed development is Multi-unit residential, how many units are you proposing? N/A

If your proposed development is Industrial, Commercial, Institutional, Recreational or Home-Based Business please answer the following:

- What will be the hours of operation? N/A
- How many staff are you intending on having at his location? N/A
- Will there be onsite parking for staff?  Yes    No    N/A
- Will there be shipping and/or receiving operations?  Yes    No    N/A

Describe in detail the Industrial, Commercial, Institutional, Recreational or Home-Based Business operations you will be undertaking at this site:

N/A

Please provide the name, email and phone number for the various individuals that will be involved in your proposed development:

	Name	Email Address	Phone Number
Surveyor:			
Site Assessor:			
Septic Contractor:	<u>Greg MacDonald Ltd</u>	<u>-</u>	<u>902-639-5214</u>
Lawyer:			
Engineer:	<u>Prestige Homes</u>	<u>randy@hamblys.ca</u>	<u>902-566-1440</u>

**Please Note:** Your application will be considered incomplete and will be returned if any of the requirements outlined are missing, unclear, illegible, or if fees have not been paid

For applications to be given adequate consideration, it may be necessary for staff to consult with various departments and agencies. Staff may also carry out a site inspection.

**Declaration**

I, \_\_\_\_\_ hereby certify that I am (select one)

- the registered owner of the land proposed for development
- authorized to act on behalf of the registered owner of the land proposed for development

and hereby declare that all statements contained within this application are complete and true.

**Signatures**

Registered Owner(s):

or

Written confirmation from the current property owner(s) allowing this Development Permit Application to proceed. This documented proof must be supplied at time of application.

Ardine

Date Dec 21/23
Date
Date

Applicant:

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Date
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**Submit Applications To:**

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- Access PEI O’Leary – 45 East Dr, O’Leary, PE
- Access PEI Summerside – 120 Heather Moyses Dr, Summerside, PE
- Access PEI Montague – 41 Wood Islands Rd, Montague, PE

Office Use Only	
<b>DEVELOPMENT PERMIT FEES</b>	
Residential (\$250) .....	= _____
Industrial/Commercial/Institutional/Recreational (\$600) .....	= _____
Resource (\$500) .....	= _____
Other Applicable Fees _____	= _____
Total _____	

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Declaration

*Ch Ann*

*Crystal RA*

hereby certify that I am (select one)

the registered owner of the land proposed for development

authorized to act on behalf of the registered owner of the land proposed for development

and hereby declare that all statements contained within this application are complete and true.

Signatures

Registered Owner(s):

or

Written confirmation from the current property owner(s) allowing this Subdivision of Land and Change of Use Application to proceed. This documented proof must be supplied at time of application.

<i>Ch Ann</i>
<i>Crystal RA</i>

Date	<i>Oct 4/23</i>
Date	<i>Oct 4/23</i>
Date	

Applicant:

[Empty signature box]

Date

Submit Applications To:

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Office Use Only	
<b>SUBDIVISION &amp; CHANGE OF USE FEES</b>	
Subdivision of Land (\$110 for the first lot).....	= _____
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Total _____	= _____

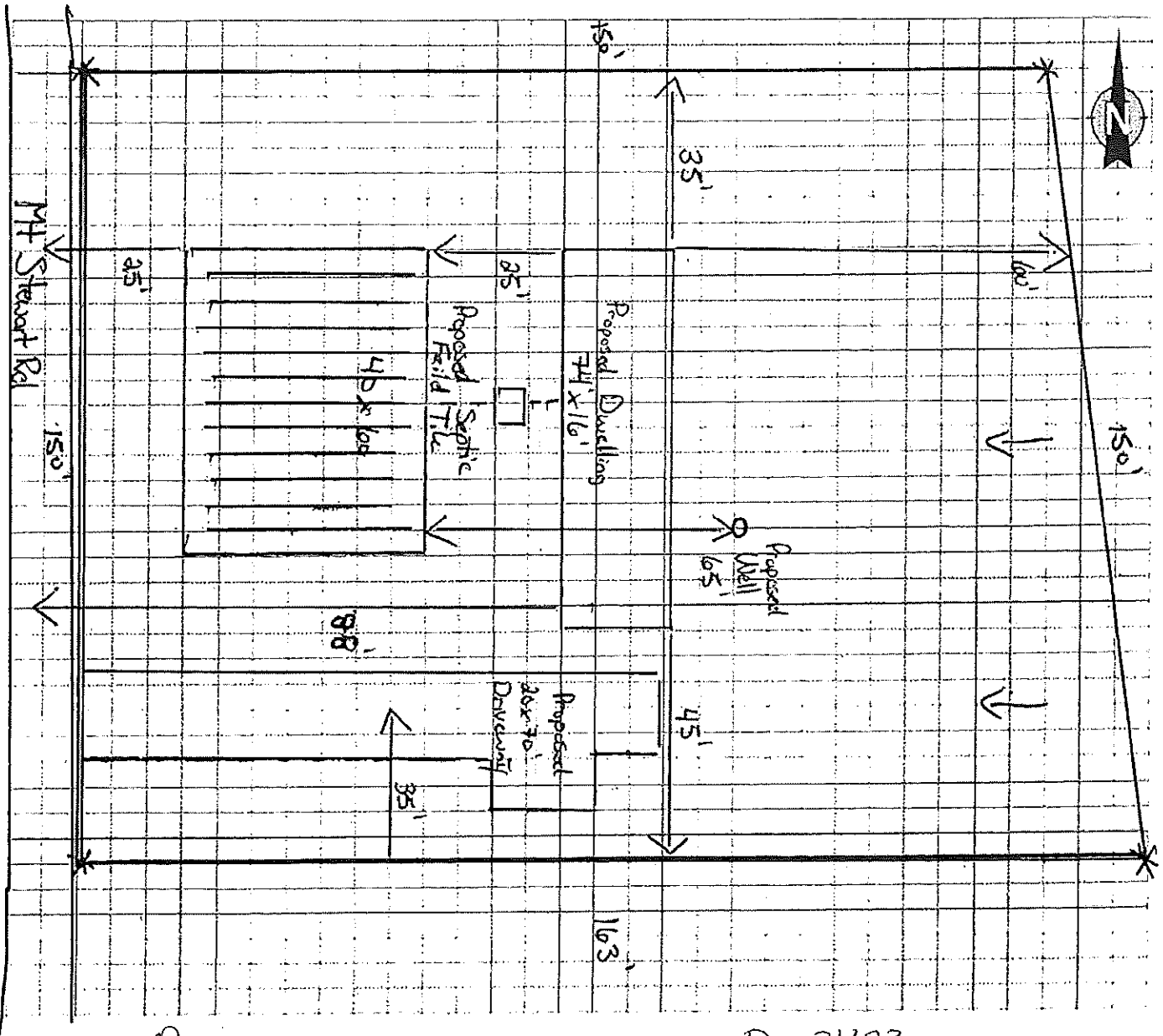
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# Development Permit Application Sketch

Pursuant to the Planning Act

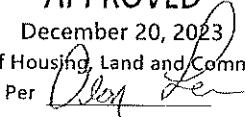
This sketch is required as part of the Development Permit Application and needs to include the following:

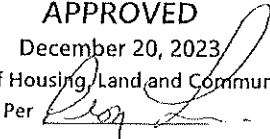
- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> All Property lines with their lengths (in ft)</li> <li><input checked="" type="checkbox"/> Road(s), including their name(s)</li> <li><input checked="" type="checkbox"/> All Buildings with their sizes listed (in ft)</li> <li><input checked="" type="checkbox"/> Distance from centre of road to building (in ft) (    )</li> <li><input checked="" type="checkbox"/> Distance from buildings to property lines (in ft) (    )</li> <li><input checked="" type="checkbox"/> Distance from septic tank/field to property lines (in ft) (    )</li> <li><input checked="" type="checkbox"/> Distance from well to building (in ft) (    )</li> </ul> | <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Show any watercourse, wetlands, top of bank, or sand dune located on the property</li> <li><input checked="" type="checkbox"/> Distances from watercourse, top of bank, or sand dune to any structures (building or septic) (in ft) (    )</li> <li><input checked="" type="checkbox"/> Arrow showing the natural slope of the land</li> <li><input checked="" type="checkbox"/> Distance from the centre of driveway to the nearest neighbouring property line (in ft) (    )</li> <li><input checked="" type="checkbox"/> Distance between well and septic system (in ft) (    )</li> </ul> |
|--|--|



Nordine  
Property Owner's Signature or Applicant

Dec 21 2023  
Date

APPROVED  
December 20, 2023  
Dept. of Housing, Land and Communities  
Per 

APPROVED  
December 20, 2023  
Dept. of Housing, Land and Communities  
Per 

Lot 23-1 for Residential (Single).

Subject To:

1. The sewage disposal system for Lot 23-1 to be designed and installed to meet the Category I requirements of the Sewage Disposal Systems Regulations, with as assumed permeable soil depth of at least 74 centimeters.
2. Entrance way location to Lot 23-1 must be approved by the Department of Transportation and Infrastructure.
- 3 The Remainder South of PID547281 will remain Resource Use only and will be the access to the remainder North of PID 547281.

Notes:

1. Issuance of this subdivision approval / development permit does not imply any warranty against damages related to weather and / or climate change, including, but not limited to, coastal erosion and flooding. Government shall not be liable for any claims, demands, losses, costs, damages, actions, suits or proceedings of every nature and kind whatsoever arising out of or resulting from the issuance of this subdivision approval / development permit or which may occur to this subdivision / development as a result of damages related to weather and / or climate change.
2. This subdivision approval has been issued in a geographic area which does not have land zoning. The area may include existing or future residential, commercial, agricultural, forestry, fishing, aquaculture, tourism, industrial or institutional uses which may influence the use of the site for which the approval has been issued.

#56871B

Lot 23-1 for Residential (Single).

Subject To:

1. The sewage disposal system for Lot 23-1 to be designed and installed to meet the Category I requirements of the Sewage Disposal Systems Regulations, with as assumed permeable soil depth of at least 74 centimeters.
2. Entrance way location to Lot 23-1 must be approved by the Department of Transportation and Infrastructure.
- 3 The Remainder South of PID547281 will remain Resource Use only and will be the access to the remainder North of PID 547281.

Notes:

1. Issuance of this subdivision approval / development permit does not imply any warranty against damages related to weather and / or climate change, including, but not limited to, coastal erosion and flooding. Government shall not be liable for any claims, demands, losses, costs, damages, actions, suits or proceedings of every nature and kind whatsoever arising out of or resulting from the issuance of this subdivision approval / development permit or which may occur to this subdivision / development as a result of damages related to weather and / or climate change.
2. This subdivision approval has been issued in a geographic area which does not have land zoning. The area may include existing or future residential, commercial, agricultural, forestry, fishing, aquaculture, tourism, industrial or institutional uses which may influence the use of the site for which the approval has been issued.

#56871B

Housing, Land and Communities



21-Dec-2023

Montague

**Development Permit**

**Issued under the authority of  
"The Subdivision and Development Regulations"**

Permit No. M-2023-0244

Permission is hereby granted to Samantha Jardine, applicant thereof, to construct a Resident (single) structure on Provincial Parcel Number 148205, lot 23-1 MOUNT STEWART RD - RTE 22 in the community of Pisquid East, in accordance with the plans and information submitted, and subject to compliance with the provisions of all regulations under "The Planning Act", governing and affecting the development.

However, this permit does not in any way guarantee or ensure the title of the holder in the property described herein nor does it affect the holders liabilities, rights or privileges of ownership to such property.

This Permit expires twenty four (24) months from the date of issue.

This permit has been issued in a geographic area which does not have land zoning. The area may include existing or future residential, agriculture, commercial, industrial, forestry, tourism, fishing, aquaculture or institutional uses which may influence the use of the site for which the permit has been issued.

Issuance of this subdivision approval / development permit does not imply any warranty against damages related to weather and/or climate change, including, but not limited to, coastal erosion and flooding. Government shall not be liable for any claims, demands, losses, costs, damages, actions, suits or proceedings of every nature and kind whatsoever arising out of or resulting from the issuance of this subdivision approval/development permit or which may occur to this subdivision / development as a result of damages related to weather and/or climate change.

Subject To: 1) Structure being erected in accordance with the approved application sketch.

2) The sewage disposal system being designed in accordance with the Category I requirements of the Sewage Disposal Systems Regulations, with an assumed permeable soil depth of 29 inches.

3) Note: Additional approvals and/or permits may be required prior to the start of construction. This may include the requirement for a Building Permit and adherence to the National Building Code. For further information, please contact a Building Official at 902-368-5280.

Approved By:

Dean Lewis  
Senior Development Officer