

# Subdivision Applications for R1 Small-Scale Multi-Unit Housing (SSMUH)

Address: \_\_\_\_\_

	Element
<input type="checkbox"/>	Completed Application Form and Payment of Application Fee
<input type="checkbox"/>	Agent Authorization Form fully executed
<input type="checkbox"/>	Draft Subdivision Plan (must show road/lane dedications) Please note: The Draft Subdivision Plan must be signed by the surveyor, and dated within <b>6 months</b> of submission
<input type="checkbox"/>	A Topographical Survey Plan Please note: The Topographical Survey Plan must be signed by the surveyor, and dated within <b>6 months</b> of submission
<input type="checkbox"/>	<p>Written description of development proposal, including, but not limited to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Number of lots being created</li> <li><input type="checkbox"/> Whether any buildings are proposed for retention. If a building is proposed for retention, a surveyor's plot plan must be submitted which shows the location of the building in relation to the proposed new property lines. In addition, please ensure that the surveyor's plot plan shows a single line diagram of the wall(s) of the dwelling where a property line is changing, and shows: (if building is being retained, please check and attach surveyor's plot plan)               <ul style="list-style-type: none"> <li>• The total area of the wall(s)</li> <li>• All dimensions and areas of all openings on the wall(s), including the combined total area of all openings</li> </ul> </li> </ul> <p>Please note: The Surveyor's Plot Plan must be signed by the surveyor and dated within <b>6 months</b> of submission.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Number of units proposed for construction – if more than 3 units are proposed for construction, a building scheme showing the location of the buildings and the location of the driveway</li> <li><input type="checkbox"/> Any corner lots must include the location of the proposed vehicular access</li> <li><input type="checkbox"/> Proposals for Rowhouses must include a building scheme showing the location of the buildings, the location of the driveway and any proposed shared amenities</li> </ul>

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

By checking the boxes and signing this form, you confirm that the Subdivision Application is submitted with all required documentations attached.

Please note: If any of the above documents are not included with the Subdivision Application submission, your application will be considered "Intake Incomplete" and will not advance until such time as all required documents are submitted.

