



A Guide to the Subdivision Process

What is subdivision?

Subdividing land is a formal legal process that results in the creation of smaller parcels of land by dividing up or 'subdividing' a larger property. Lot line adjustments or relocations that do not create additional parcels of land are also considered to be subdivisions.

How do I apply?

For lands within the Strathcona Regional District (SRD), an application for subdivision is made to the Provincial Ministry of Transportation and Infrastructure (MOTI) who has subdivision approval authority. Application forms can be download from the internet at:

<https://www2.gov.bc.ca/gov/content/governments/local-governments/planning-land-use/land-use-regulation/subdividing-land/subdividing>

What role does the SRD play?

Once received, an application for subdivision will be referred by the MOTI to the SRD for review and comment. The SRD undertakes a detailed assessment of each application. A typical assessment includes an analysis of a variety of matters and interests that may include, but are not limited to:

- ensuring that the applicable zoning regulations, such as minimum lot size and lot frontage are adhered to;
- identifying the potential for land use conflicts and making recommendations for mitigating conflicts;
- determining if there are any environmentally sensitive areas located on or within proximity to the affected property(ies) and the need to undertake an assessment of the potential impacts development may have on these features;
- applicable development cost charges;
- ensuring that arrangements related to parks services have been provided; and,
- arrangements related to the provision of community services such as sanitary sewer and water are made.

Once the SRD completes its analysis, it will forward its comments to the MOTI for consideration in its processing of the application.

Applicants are encouraged to obtain preliminary advice from SRD planning staff prior to making an application.

What activities does it apply to and where?

Applicable to the subdivision of land in all electoral areas of the SRD.

For more information contact:

Community Services Department

Strathcona Regional District

990 Cedar Street, Campbell River BC V9W 7Z8

Tel: 250-830-6700 • Toll free: 1-877-830-2990 • Fax: 250-830-6710

Email: planning@srd.ca

Website: www.srd.ca

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