

Checklist for Pre-Approval Subdivision Process

In the Registration District of: _____

Subdivision Application No. _____

or

Non Recorded Document No. _____

Request Approval For:
Lot(s):

Existing parcels affected: Conversion required if the plan is a Land Registration Plan		
PID	Lot Identifier	Retire
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

Subdivision and parcels to be recorded in :

<input type="checkbox"/> LAND REGISTRATION	OR	<input type="checkbox"/> REGISTRY OF DEEDS	
<input type="checkbox"/> Results in 3 or more newly configured parcels. <input type="checkbox"/> Subdivision involves both Land Registration parcels and Non Land Registration parcels . <input type="checkbox"/> Voluntary. <input type="checkbox"/> Other.	<input type="checkbox"/> Subdivision is for the purpose of family gifting. <input type="checkbox"/> Results in less than 3 newly configured parcels. <input type="checkbox"/> Other	<input type="checkbox"/> Proof of conversion for existing parcels is attached.	<input type="checkbox"/> Completed affidavit of Family Gifting attached.

PID Assignment: Note: Complete for any new or newly configured parcel resulting from this plan					
PID	Lot Identifier	PID	Lot Identifier	PID	Lot Identifier

Multiple Ownership <input type="checkbox"/> Deeds Required			
Existing PID	Lot Identifier	Ownership	Title Reference

Comments:

Take note that the advice being given by LRO staff regarding subdivision requirements is based on the developer following through with the parcels proposed on the plan presented during the pre-approval process. If any changes are made to this plan prior to final endorsement by the development officer and result in the requirement for additional existing parcels to be converted to the new land registration system, this must be done before the plan is submitted for registration at the LRO.. If these requirements are not met, the registration of the plan and any conveyances of the parcels created by the plan will be delayed.

Property Mapper:

Date:

Phone No:

Fax No: