



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

Consolidated Version
of
Subdivision Authority Bylaw

(being Bylaw No. 14/006 of the Regional Municipality of Wood Buffalo, as amended by Bylaw No. 19/023, consolidated and printed under the authority of the Chief Administrative Officer of the Regional Municipality of Wood Buffalo)

This is certified to be a true copy of consolidated Bylaw No. 14/006 of the Regional Municipality of Wood Buffalo.

Jade Brown
Chief Legislative Officer

The text shown in parentheses in various locations throughout this document identifies the corresponding amending bylaw which authorized the change. For example (BL 19/023) refers to Bylaw No. 19/023.

BYLAW NO. 14/006

BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO ESTABLISH A SUBDIVISION AUTHORITY.

WHEREAS Section 623 of the *Municipal Government Act*, R.S.A., 2000, c.M-26, and amendments thereto, requires that a municipality establish a Subdivision Authority to exercise subdivision powers and duties on behalf of the Municipality.

NOW THEREFORE, the Council of the Regional Municipality of Wood Buffalo, in the Province of Alberta, in open meeting hereby enacts as follows:

1. This Bylaw shall be cited as the “Subdivision Authority Bylaw.”
2. The Subdivision Authority is hereby established and authorized to exercise subdivision powers and duties on behalf of the Regional Municipality of Wood Buffalo.
3. The Subdivision Authority shall be governed by the provisions of the Municipal Government Act (the “Act”) and any regulations made thereunder.
4. Definitions:
 - a) “Act” means the Municipal Government Act, R.S.A. 2000, c.M-26, as amended.
 - b) “Municipality” means the Regional Municipality of Wood Buffalo.
 - c) “Council” means the Regional Council of the Regional Municipality of Wood Buffalo.
 - d) “Director” means the Director of the Planning and Development Department or any person acting as the Director of the Planning and Development Department.
 - e) “Manager” means the Manager of the Community Development Planning Branch, or in their absence the person designated by the Director as the Acting Manager of the Community Development Planning Branch.
 - f) “Member(s)” means the Director, the Manager or the Supervisor.
 - g) “Regulation” means the Subdivision and Development Regulation, as amended.
 - h) “Supervisor” means the person designated as the Supervisor, Development Control and Permitting (by the Director or in their absence the person designated by the Director as the Acting Supervisor, Development Control and Permitting).

- 4.1 Any word defined in the Act or Regulation, or in the *Condominium Property Act*, R.S.A. 2000, c. 22, as amended, shall have the same meaning and interpretation in this Bylaw, and in the event of any conflict, the meaning in the statutory enactment shall prevail. **(BL 19/023)**
5. The Subdivision Authority shall consist of the Director, the Manager and the Supervisor who are authorized to exercise subdivision powers and duties on behalf of the Municipality as prescribed by the Act and the Regulation.
6. The Supervisor shall be responsible for the processing of subdivision applications including, but not limited to:
- a) receiving applications for subdivision and determining if the application is complete;
 - b) giving notice of receipt of a subdivision application as required by the Act and the Regulation;
 - c) coordinating the review of the application by the municipal departments and other agencies;
 - d) endorsing a plan of subdivision upon being satisfied that the conditions of approval are satisfied; and
7. A decision on a subdivision application may be made by the Director of Planning, supported by the other two Members.
8. Fees and charges payable under this Bylaw shall be as prescribed for Subdivision Application(s) in the *Fees, Rates and Charges Bylaw*. **(BL 19/023)**
- 8.1 Where the conditions of approval of a Plan of Subdivision, Condominium Plan or Development Agreement require that the developer provide a security deposit of not less than fifty (50%) percent of the estimated total cost of construction, the security deposit shall take the form of an irrevocable letter of credit with an automatic renewal clause or in a form as otherwise satisfactory to the Subdivision Authority or Development Authority, as applicable.
9. The decision of the Subdivision Authority shall be signed by whichever member or members of the Subdivision Authority reviewed and decided upon the subdivision application.
10. Bylaw No. 99/043 and any amendments thereto are hereby repealed.
11. This bylaw shall be passed and become effective when it receives third reading and is signed by the Mayor and Chief Legislative Officer.

READ a first time this 25th day of February, A.D 2014.

READ a second time this 11th day of March, A.D. 2014.

READ a third and final time this 11th day of March, A.D. 2014.

SIGNED and PASSED this 11th day of March, A.D. 2014.

Amendment:

19/023