



**Integrated Development
& Lands Services**
9613-100 Street
Morinville, AB T8R 1L9

For Office Use

File Number: _____
Date Received: _____
Received By: _____

ROAD CLOSURE APPLICATION

Application is hereby made under the provisions of Section 22(1) of the Municipal Government Act and in accordance with the supporting information submitted herewith and which form part of this application.

APPLICANT INFORMATION

ADJACENT LANDOWNER INFORMATION (if different to applicant)

Name of Applicant:		Name of Adjacent Landowner:	
Mailing Address:		Mailing Address:	
City:		City:	
Postal Code:	PH:	Postal Code:	PH:
E-mail Address:		Email Address:	
Contact Name:			

LAND INFORMATION (of adjacent landowner)

Legal Description of Property All/Part _____ 1/4 Section _____ Twp. _____ Rge. _____ West of the _____ Meridian
OR Lot _____ Block _____ Plan No. _____ Hamlet or Subdivision _____
Parcel Size: _____ Rural Address: _____

ROAD CLOSURE INFORMATION

What portion of Road is applied for to be closed and what is the reasoning?

APPLICANT AUTHORIZATION

I/we understand and agree that this application and any road closure issued pursuant to this application or any information thereto, is not confidential information and may be released by Sturgeon County. I/We grant consent for an authorized person of Sturgeon County to communicate information electronically as per Section 608(1) of the Municipal Government Act, R.S.A. 2000., c.M-26.

_____ Signature of Authorized Applicant(s)	_____ Date	_____ Signature of Adjacent Landowner	_____ Date
All landowners listed on the adjacent title must sign this application or a letter of authorization. If the land is titled to a company, a copy of the Corporate Registry must be provided.		_____ Signature of Adjacent Landowner	_____ Date

FOR OFFICE USE ONLY

Fee: \$ _____ Receipt #: _____ Method: Cash / Cheque / Debit / VISA / MC Tax Roll# (if applicable): _____
M/C or Visa Number _____ CVV# _____ Expiry Date: _____
Name (as it appears on card): _____ Authorized Signature: _____

SUBMISSION REQUIREMENTS

☐ **Completed Road Closure Application Form**

Completed in full and signed by adjacent registered landowner(s) or person authorized on their behalf.

☐ **Land Title Certificate**

Searched within 30 days prior to the application. If the adjacent parcel is titled to a company name, you will also be required to provide a Corporate Registry. These documents can be obtained at any Provincial Registry Office or online at www.spin.gov.ab.ca.

☐ **Drawing or Sketch of Road Closure Location**

Provide a detailed drawing or sketch of the road closure location and area.

☐ **Application Fee**

Application fee is \$2,500.00. **Note:** this fee excludes 3rd party services (i.e. land agent and surveyor costs).

OTHER APPLICATION REQUIREMENTS

☐ **Land Agent Services**

You will require the services of a land agent of your choice or Sturgeon County will assist in finding one for you. The land agent costs are your responsibility to pay to the land agent. Sturgeon County will not be involved in such transactions.

☐ **Plan of Survey and Consolidation Plan**

You will require the services of a Alberta Land Surveyor. Costs accrued for the surveyor's services are your responsibility to pay to the surveyor. Sturgeon County will not be involved in such transactions.

APPLICATION FEES ARE NON-REFUNDABLE and SUBJECT TO CHANGE

The personal information provided will be used to process the Development Permit application and is collected under the authority of Section 642 of the Municipal Government Act and Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act. Personal information you provide may be recorded in the minutes of Municipal Planning Commission. If you have any questions about the collection and use of this information, please contact the Sturgeon County FOIP Coordinator at 9613 – 100 Street, Morinville, Alberta, T8R 1L9 (780) 939.4321.