



# City of Langford

[www.cityoflangford.ca](http://www.cityoflangford.ca)

## **Can I Subdivide My Land?**

The most important requisites are existing zoning and lot size. Check the existing zoning requirements for the land and see if it is subdividable under those regulations. PLEASE NOTE that no lot may be created within Langford, in any zone less than one hectare in size if it is not serviced by Municipal sewers. The new parcels and the remainder must have:

- the minimum lot size available
- conform to the minimum lot widths
- any existing buildings must conform to the setback regulations with respect to the new lot lines
- the proposed new lots must have frontage on an existing road, or a new road must be created to service the new lots
- panhandle lots are allowed, but must have a minimum 6 meter access strip, have 15% more lot area than the zoning bylaw allows (not including the panhandle itself) and must be approved by the neighbours by way of petition

The next thing to check is to see if the land is in a development permit area. If a creek, floodplain, or environmentally sensitive area exists on the property, a development permit (DP) must be obtained.

You can find out which zone your property is in and the requirements of that zone and if your property is in a development permit area through this website or by contacting City Hall.

Once you determine that subdivision is possible, apply for a "Statement of Conditions" (SOC). A Land Development Technologist or Planner will fully examine your site and will provide you with a comprehensive letter with all the requirements for subdividing the parcel. The current fee schedule can be found on the [www.Langford.ca](http://www.Langford.ca) website on the Bylaws page under "Subdivision Fee Schedule".

Once all of the requirements of the City's servicing bylaws have been met, the Approving Officer will sign the legal plans. These requirements will include:

- servicing all of the new lots with CRD water and adequate fire protection must be available;
- sewer service by municipal sewer;
- storm water disposal must be addressed;
- underground hydro service may be required ;
- a new road may be required to service the new lots and must be constructed to City standards which included asphalt paving, curb and gutter, sidewalks, street trees, street lights and storm drainage facilities. Grades and road widths must comply with the City of Langford road designation requirements as determined by the City Engineer;
- frontage improvements for the existing road frontage are also required. This included asphalt paving, curb and gutter, sidewalks, street trees, street lights and storm drainage facilities;
- adequate driveway access must be available to each lot; and
- adequate fire and emergency access must be available to each lot.

All works must be designed, inspected, and certified by a professional engineer, approved by the City Engineer. In addition, Langford engineering staff will review and inspect the work. An inspection and review fee based on a percentage of the cost of the works for on-site and offsite works are payable to the City prior to drawing review and construction approval.

If it is impossible to comply with all of the City bylaws to service the parcel, you may apply for a Development Variance Permit (DVP).

Once the new lots have been fully serviced and approved by Langford engineering staff, the owner shall submit the new legal survey of the subdivision along with any rights of way or covenants that were required by the Approving Officer. At this time final approval fees for each new lot created must be paid and development cost charges for roads, parks, storm drainage and CRD water are due. Additionally, if more than three lots are created by subdivision, 5% of the land must be dedicated as parkland, or cash in lieu may be paid to the City. Any outstanding taxes on the property must also be paid at that time.

Once the subdivision has been approved and the legal plans signed by the Approving Officer you or your lawyer take them to the Land Titles office for registration. Once you are provided with a new reference number you can sell the lots or apply for a building permit on your new lot(s).

If you have further questions or would like to make an application, please contact the Land Development Department at (250) 478-7882 or [landdev@langford.ca](mailto:landdev@langford.ca). You may also visit in person at City Hall, 2<sup>nd</sup> Floor, 877 Goldstream Avenue, Langford BC V9B 2X8.