



Policy #PD-001

Policy Title: **MAPLE STREET SUBDIVISION LOT POLICY**

Policy Objective	To establish clear guidelines for the purchase, sale, and development of residential lots in the Maple Street Subdivision (Block 49) within the Town of Strasbourg.
Original Date & Authority	July 13, 2016 - Resolution #151/2016
Revised Dates & Authority	February 8, 2017 - Resolution #29/2017 May 8, 2019 - Resolution #126/2019 September 3, 2025 - Resolution #259/2025 August 12, 2026 - Resolution #225/2026
Supporting Bylaw	Bylaw #344/15 - Zoning Bylaw
Related Policy	#PD-002 Economic Incentive Tax Exemption Policy

Definitions:

- a. **Building Permit** - A permit issued under the Town's Building Bylaw authorizing construction.
- b. **Development Permit** - A permit issued pursuant to the Town's Zoning Bylaw.
- c. **Purchaser** - The individual(s), corporation, or organization purchasing a subdivision lot from the Town.
- d. **Subdivision Lot** - A municipally-owned lot offered for residential development on Maple Street (Block 49).

Policy:

1. PURPOSE

- 1.1 To establish a fair and consistent process for the sale of municipally owned subdivision lots;
- 1.2 Encourage residential development and population growth within the Town;
- 1.3 Ensure subdivision lots are developed in a timely manner;
- 1.4 Support orderly community development consistent with the Official Community Plan and Zoning Bylaw;
- 1.5 Provide clear expectations for purchasers regarding construction requirements and timelines.

2. GENERAL POLICY

- 2.1 All subdivision lot sales are subject to:
 - a. Council approval;
 - b. Applicable municipal bylaws;
 - c. Provincial legislation;
 - d. Registration through Information Services Corporation (ISC).



3. LOT PRICING

3.1 The fixed sale price for subdivision lots is \$10,000.00 plus GST.

3.2 Prices may be adjusted by Council resolution from time to time.

4. LOT RESERVATION (HOLDS)

4.1 A lot may be placed on hold for up to one (1) year with a non-refundable \$1,000.00 deposit.

4.2 The deposit agreement must be signed with the Town at the time of hold.

4.3 Completed building plans also need to be submitted prior to the end of the one-year hold deadline.

4.4 The deposit will be credited towards the purchase price of the lot if the lot is purchased within the one-year hold period.

4.5 At the end of one year hold, the purchaser must purchase the lot in full, including submission of the completed building plans, or forfeit their deposit to the Town.

4.6 If a lot is forfeited after one year, the purchaser cannot put an additional non-refundable deposit down on the same lot. The lot will go back up for general purchase by others for a minimum of one (1) year.

5. PAYMENT & TRANSFER OF TITLE

5.1 Full payment (including GST) is required before the transfer of title.

5.2 Title will only be transferred once:

- a. Full payment is received; and
- b. Building plans are submitted and approved by Council and Professional Building Inspections, Ltd.

5.3 Purchasers are responsible for all title transfer costs.

5.4 A formal sale agreement will be executed between the Town and purchasers prior to transfer.

6. NUMBER OF LOTS PURCHASED

6.1 Purchasers may not buy adjacent lots for the purpose of parcel tying and constructing a single dwelling across multiple lot lines.

6.2 Multiple lots may be purchased, but a single-family dwelling must be constructed on each lot.

7. ADMINISTRATIVE PROCEDURES

7.1 All purchasers placing a lot on hold must complete and sign the Maple Street Subdivision Lot Deposit Agreement, which includes:



- a. Purchaser information (name, address, contact details);
- b. Lot requested;
- c. Amount deposited;
- d. Deadline for full payment; and
- e. Acknowledgment of conditions regarding deposit and building plan approvals.

8. DEVELOPMENT REQUIREMENTS

8.1 Residential construction shall consist only of dwelling types permitted within the R1 Residential District of the Town's Zoning Bylaw, with exceptions listed in Section 8.2.

8.2 Mobile homes, modular homes, and old (not brand new) Ready-To-Move (RTM) homes are not allowed in the Maple Street Subdivision.

8.3 Construction shall commence within six (6) months of the date the Building Permit is issued.

8.4 Construction shall be substantially completed within twenty-four (24) months unless an extension is granted by Administration.

9. FEATURES OF THE MAPLE STREET SUBDIVISION

9.1 Average lot size is 60' wide by 120' deep. Pie-shaped lots vary slightly from this.

9.2 Lots 1-8 do not have a serviced alley behind them. Garages will need to be attached out the front of the house. Lots 9-14 can have a back alley garages if needed.

9.3 Lots 5-8 are graded for walk-out basements.

9.4 Each lot is serviced with power, energy, water, sewer, and fibre optic internet. It is the purchaser's responsibility to pay for the installation of these services to their home.

10. ZONING REQUIREMENTS

10.1 As per the R1 Residential District of the Town's Zoning Bylaw and Council's requirements, the following provisions are required for building in the Maple Street Subdivision:

- a. Lot Setbacks from Property Line:
 - i. Front Setback - 20 feet
 - ii. Side Setback - 4 feet
 - iii. Rear Setback - 26 feet
- b. Maximum lot coverage - 50% (this includes all buildings, decks, sheds, etc.)
- c. Maximum height of principal dwelling - 35 feet
- d. Accessory buildings (detached garages, etc.):
 - i. Not located in the front yard
 - ii. Principal Building Setback - 4 feet
 - iii. Side Setback - 2.5 feet
 - iv. Rear Setback - 2.5 feet (unless doors open to an alley, then 5 feet)
 - v. Maximum height - 17 feet
- e. Minimum size of a dwelling - 1000 square feet



11. ARCHITECTURAL STANDARDS

11.1 All new homes shall fit the amenity of the neighbourhood as far as size, colour, and style.

11.2 Exterior finishes shall be completed with the construction period.

11.3 Shipping containers, trailers, or temporary structures shall not be used a principal dwellings, or used onsite during the construction period.

12. MUNICIPAL SERVICES

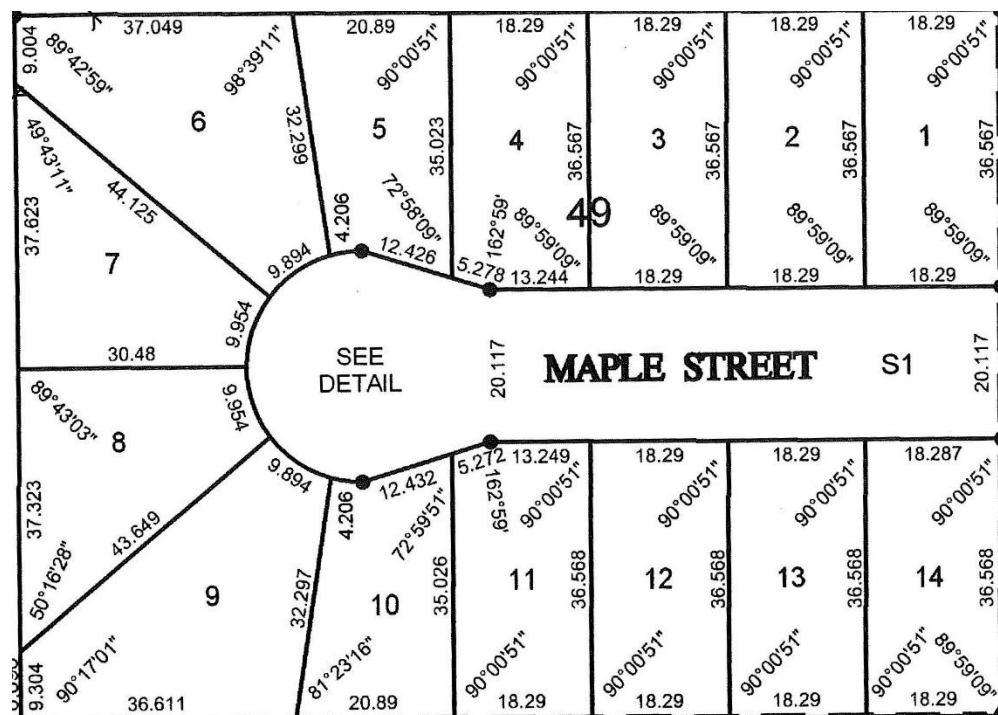
12.1 Purchasers are responsible for:

- a. Utility connections;
- b. Landscaping;
- c. Driveway construction;
- d. Lot grading;
- e. Any servicing costs not specifically provided by the Town.

13. TAX INCENTIVES

13.1 As per the Town's Economic Incentive Tax Exemption Policy, new construction in the Maple Street Subdivision are not eligible for any tax exemptions.

MAPLE STREET LOT DIAGRAM





**Maple Street Subdivision
Lot Deposit Agreement**

Date: _____, 20____

PURCHASER INFORMATION:

Name(s): _____

Mailing Address: _____

Phone Number: _____ Email: _____

Lot Requested: Lot _____, Block 49, Plan 101963370

Amount Deposited: \$1,000.00

Payment Due Date: _____, 20____ (*1 year from Date of Deposit*)

ACKNOWLEDGEMENTS:

- ☐ I understand this deposit is valid for up to one (1) year, after which it will not be refunded if the lot is not purchased in full and completed building plans submitted.
- ☐ I understand that building plans must be approved by Town Council and Professional Building Inspections, Ltd. before title will be transferred.
- ☐ I agree to pay all title transfer costs and comply the Town's subdivision policies.

Town of Strasbourg

Purchaser(s)

Chief Administrative Officer

Purchaser 1

Purchaser 2

Witness

Witness