



Policy #PD-001

Policy Title: **NEW SUBDIVISION LOT POLICY**

Policy Objective	To establish clear guidelines for the purchase, sale, and development of residential lots in the new 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
Supporting Bylaw	n/a
Related Policy	#PD-002 Economic Incentive Tax Exemption Policy

Policy:

1. LOT PRICING

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

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

2. LOT HOLDS

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

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

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

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

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

3. PAYMENT & TRANSFER OF TITLE

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

3.2 Title will only be transferred once:

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

3.3 Purchasers are responsible for all title transfer costs.



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

4. NUMBER OF LOTS PURCHASED

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

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

5. ADMINISTRATIVE PROCEDURES

5.1 All purchasers placing a lot on hold must complete and sign the New 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.



New 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