



# Permanent Road Closure

## Application for Permanent Road Closure



**LLOYDMINSTER**

Item	<b>ALL ROAD CLOSURE APPLICATIONS ARE REQUIRED TO SUBMIT:</b>
<input type="checkbox"/> <b>Application Fee(s)</b>  <input type="checkbox"/> <b>A Complete Application Form</b>  <input type="checkbox"/> <b>Certificate of Title</b>	<p>As per fee Schedule</p> <p>Complete application includes signature, payment and all necessary information including plan of proposed road closure survey, done by a registered Land Surveyor.</p> <p>1 Certificate of Title or Land Title Search of the property, obtained no more than 30 days prior to the date of application. The Title search can be obtained from Alberta Registries (SPIN) Or Information Services Corporation (ISC) in Saskatchewan. If a current land title is not provided, the City can do so on your behalf for an additional fee of \$20.</p>
<b>WHAT YOU SHOULD KNOW ABOUT THE ROAD CLOSURE PROCESS</b>	
<p style="color: red; text-align: center;">PLEASE NOTE THESE ARE GENERALIZED LISTS; ADDITIONAL INFORMATION MAY BE REQUIRED</p>	<ul style="list-style-type: none"> <li>• Applicants should be fully aware that a successful application to close and road, alley or walkway may result in additional costs to the applicant, over and above the initial application as follows:               <ul style="list-style-type: none"> <li>▪ Any required Environmental Assessments</li> <li>▪ Expenses for legal and surveying costs</li> <li>▪ Expenses for the relocation and/or removal of sewer and water lines, gas mains, telephone line and hydro lines</li> <li>▪ Purchase price at market value of the lands to be conveyed</li> </ul> </li> </ul>
<b>ALBERTA PROCEDURE</b>	
<p style="color: red; text-align: center;">PLEASE NOTE THESE ARE GENERALIZED LISTS; ADDITIONAL STEPS AND INFORMATION MAY BE REQUIRED</p>	<ol style="list-style-type: none"> <li>1. Submit completed Application;</li> <li>2. City conducts 21 day Referral Period - Notice sent to affected property owners and technical review by City Departments and external agencies;</li> <li>3. Land Division assumes file to negotiate sale;</li> <li>4. Sale Agreement between City and the Applicant is put in place;</li> <li>5. Application is finalized. Agenda Report and Bylaws prepared. Goes to Council for 1<sup>st</sup> reading;</li> <li>6. Advertised in public newspaper for 2 consecutive weeks;</li> <li>7. Package sent to Minister of Alberta Transportation to sign the Bylaw;</li> <li>8. Public Hearing held, followed by Council Meeting with 2<sup>nd</sup> and 3<sup>rd</sup> (final) readings;</li> <li>9. If Council Approves Closure Bylaw:               <ol style="list-style-type: none"> <li>a. Finalization and execution of sales agreement</li> <li>b. Registration of Easements and Consolidation Plans at Alberta Land Titles</li> </ol> </li> <li><b>10. PROCESS COMPLETE</b></li> </ol>
<b>SASKATCHEWAN PROCEDURE</b>	
<p style="color: red; text-align: center;">PLEASE NOTE THESE ARE GENERALIZED LISTS; ADDITIONAL STEPS AND INFORMATION MAY BE REQUIRED</p>	<ol style="list-style-type: none"> <li>1. Submit completed Application;</li> <li>2. City conducts 21 day Referral Period - Notice sent to affected property owners and technical review by City Departments and external agencies;</li> <li>3. Land Division assumes file to negotiate sale;</li> <li>4. Sale Agreement between City and the Applicant is put in place;</li> <li>5. Application is finalized. Agenda Report prepared. Goes to Council for intent to close the road only;</li> <li>6. Ministry of Saskatchewan Highways and Infrastructure asked for approval;</li> <li>7. If Ministry approves, Bylaw sent to Council for 1<sup>st</sup> reading;</li> <li>8. Advertised in public newspaper for 2 consecutive weeks;</li> <li>9. Public Hearing held, followed by Council Meeting with 2<sup>nd</sup> and 3<sup>rd</sup> (final) readings;</li> <li>10. If Council Approves Closure Bylaw:               <ol style="list-style-type: none"> <li>a. Finalization and execution of sales agreement</li> <li>b. Registration of Easements and Consolidation Plans at Saskatchewan Land Titles</li> </ol> </li> <li><b>11. PROCESS COMPLETE</b></li> </ol>