



Title: Planning and Development Fees		Policy No.: 11-04
Section: 61	Code: P-A	Page No.: 1 of 3 E

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To establish procedures for the review and approval of Planning and Development, Smoky Lake County fees.
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Policy Statement and Guidelines:	
<p>1. OBJECTIVES:</p> <p>1.1 It shall be the policy of Planning and Development Department of Smoky Lake County to provide information on all fees on services and products available to the public, as per <u>Schedule "A": Planning and Development Schedule of Fees.</u></p> <p>1.2 All fees shall be reviewed and updated, accordingly, to ensure that they are adequate and they relate to their associated program cost.</p> <p>2. PROCEDURES:</p> <p>2.1 Every second year, the Planning and Development Manager shall review the fees and propose any modifications.</p> <p>2.2 Upon completion of the review to the fees, all modifications will be forwarded to the Chief Administrative Officer for review. Any required modification of the fees will then be taken to the Council for final approval.</p> <p>2.3 Any Development Permit Applications submitted by Smoky Lake County for County purposes shall have the fees waived.</p>	

	Date	Resolution Number
Approved	March 28, 2013	Motion # 498-13 - Page #10549
Amended	April 25, 2013	Motion # 606-13 - Page#10602
Amended	May 23, 2013	Motion # 679-13 - Page#10630
Amended	June 25, 2015	Motion # 714-15 - Page #11807



Schedule "A"

PLANNING AND DEVELOPMENT SCHEDULE OF FEES

PLANNING AND DEVELOPMENT		
ITEM DESCRIPTION	FEE	CROSS-REFERENCE
DEVELOPMENT PERMITS		
Development Permit – Permitted Use – Residential District	\$100.00	Policy 61-03
Development Permit – Permitted Use – Commercial / Industrial District / Public Institutional	\$1.00 / \$1,000.00 value of construction Minimum \$300.00	Policy 61-03
Development Permit – Discretionary Use / Variances	\$200.00	Policy 61-03
Development Permit – Extension Request / Renewals	\$50.00	Policy 61-03
Development Permit – Resource Extraction	\$500.00 / acre	Policy 61-03
Development Permit – Resource Extraction – Reclamation Fees (Reclamation Fees are exempt when the responsibility of Reclamation is of the Province of Alberta on Crown Land Only.)	\$2,000.00 / acre	Policy 61-03
Development Permit – Heritage Resource Intervention Permit	\$100.00	
Development Permit – Landscaping, Deck, and Signs	\$100.00	Policy 61-03
Development prior to submitting Development Permit Application	\$500.00 in addition to the Permit Fee	Policy 61-03
AMENDMENTS		
Application to Amend the Land Use Bylaw (Map of Text Amendment)	\$1,000.00	Bylaw 1272-14 + amendments
Application to Amend the Municipal Development Plan	\$1,000.00	Bylaw 1249-12 + amendments
Application to Amend an Area Structure Plan	\$1,000.00	Applicable ASP Bylaw
NEW STATUTORY PLANS		
New Area Structure Plan (proposed by a Developer)	\$2,000.00	
OTHER		
Compliance Certificate	\$125.00	
Letter confirming zoning of a parcel (Zoning can be confirmed without charge on Munisight ES)	\$50.00	
Encroachment or License Agreement	\$500.00 or legal fees whichever is greater.	
Road Closure	\$500.00 or surveying fees whichever is greater.	Policy 03-16

OTHER		
Business Licence	No Charge	
WITHDRAWALS OR REFUNDS		
Development Permit Application Withdrawal	Before decision of Development Authority – 50% of Application Fee After decision of Development Authority – No refund	
New Statutory Plan or Plan Amendment Withdrawal	Prior to 1 st reading – 75% of Application Fee Prior to advertising – 50% of Application Fee after Public Hearing After Public Hearing – No refund If the County incurs costs (planning, engineering, lawyer fees, etc.) – No refund	
SUBDIVISION		
Development Agreement – Less than three lots (Collected by the County prior to signing the agreement)	\$150.00 per parcel	Policy 61-09
Development Agreement – More than three lots	\$200.00 per parcel	
APPEAL FEES		
Subdivision Appeal Fee	No Charge	
Development Appeal Fee	No Charge	
PLANNING DOCUMENTS COPY FEES		
Land Use Bylaw – Hard Copy	\$50.00	Bylaw 1272-14 + amendments
Land Use Bylaw – Disc	\$10.00	Bylaw 1272-14 + amendments
Municipal Development Plan – Hard Copy	\$50.00	Bylaw 1249-12 + amendments
Municipal Development Plan – Disc	\$10.00	Bylaw 1249-12 + amendments
Area Structure Plan – Hard Copy	\$25.00	
Area Structure Plan – Disc	\$10.00	
USB drive with LUB / MDP / ASP(s) or any combination of more than 1 (one) Planning Document	\$ 25.00	
NOTE: The Planning Documents noted above are available electronically without charge on the County's website.		