

**SCHEDULE A**

**TOWN OF TOFIELD  
SCHEDULE OF FEES FOR SERVICES  
BYLAW 1289**

(NOTE: GST is included, where applicable)

**Council and Legislative Services**

Bylaws and Minutes (copies) (exclude LUB/MDP)	\$0.50 per page \$2.00 minimum per bylaw \$5.00 maximum per bylaw
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**Administrative Services**

Tax Certificate	\$30.00 per parcel
Registration of Tax Recovery Notification	\$150.00 per parcel (includes registering and Released Caveat
Tax Recovery Administration Fee	\$200.00 per parcel
Registration of Final Requisition	\$200.00 per parcel
Appeal to Local Assessment Review Board (LARB)	\$50.00
Appeal to Composite Assessment Review Board (CARB)	\$250.00
Photocopies	\$0.25/copy – black & white one sided for 1 <sup>st</sup> 10 copies. \$0.10/copy – black & white one sided for over 10 copies \$0.30/copy – black & white double sided for 1 <sup>st</sup> 10 copies \$0.15/copy – black & white double sided for over 10 copies. \$0.35/copy – 11 X17 for 1 <sup>st</sup> 10 copies \$0.25/copy – 11 X 17 for over 10 copies \$1.00/one side copy for colored for first 10 copies \$0.60/one side copy for colored over 10 copies \$0.10/copy with own paper  \$0.10/copy for per side black & white for Community Groups \$0.60/copy per side for colored copies for Community Groups \$0.25/copy per side for 11 X 17 for Community Groups.
General Research	\$30.00 per hour plus related costs (estimated and payable in advance) Chargeable at CAO discretion
Town Pins	\$3.00 (refer to Town Pin Policy)
Other Promotional Material	Cost plus 20%
Facsimile Service Sending & Receiving	\$2.00/page
Processing Returned Payments	\$30.00/return payment
Unpaid Accounts Receivable	1.5% on unpaid balance

## Planning & Development

### Development Permit

#### Residential Development Permits

Single Family Dwelling, including Manufactured Homes and Duplex Units	\$125.00
Multi Family Dwellings, includes row Housing, apartments, etc	\$200.00, plus \$50.00/dwelling unit to a maximum of \$5,000.00)
Additions/Renovations – Structural	\$75.00
Accessory Buildings (Garage/Shop)	\$75.00
Accessory Buildings (Movable Sheds) 100 Sq ft or greater	\$25.00
Decks Two Feet or higher	\$25.00
Home Occupation, Minor (as per Land Use Bylaw)	\$50.00
Home Occupation, Major (as per Land Use Bylaw)	\$100.00
Interior Renovation	
• Non-Structural i.e. Electrical Panel	Safety Code Permits may be required
• Maintenance and/or Repair	
Exterior Renovations	
• Structural	Safety Code Permits may be required
• Non Structural	
• Maintenance and/or Repair	
Permitted Uses (not listed above)	\$125.00
Discretionary Uses (not listed above)	\$150.00
Dwelling Unit within Commercial Building (discretionary use)	\$150.00

#### Commercial, Industrial, Institutional

Commercial, Industrial, Institutional (includes Accessory Structures) Permitted Uses	\$200.00 Application Fee plus \$1.00/m2 (to a maximum of \$7,500.00)
Commercial, Industrial, Institutional (includes Accessory Structures) Discretionary Uses	\$300.00 Application Fee plus \$1.00/m2 (to a maximum of \$7,500.00)
Additions/Alterations/Renovations	\$200.00 Application Fee plus \$1.00/m2 (to a maximum of \$7,500.00)
New Tenant in Existing Building (permitted use)	\$100.00
New Tenant in Existing Building (discretionary use)	\$200.00
Change in tenancy (no change in use)	\$100.00
Temporary Uses – Maximum 2 years	\$150.00

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**Commercial, Industrial, Institutional con't**

**Signs**

- Permanent (determined by the Development Officer) \$75.00
- Temporary (greater than 2 weeks) \$25.00
- Free standing Billboards – Fee To be determined by the Development Officer

**Demolition Permits**

- Non Residential \$100.00 plus security fee \$1000.00
- Residential \$100.00 plus security fee \$1000.00

**Administrative Fees**

- Compliance Certificates \$50.00
- Single Family Residential
- Commercial, Industrial, Institutional Multi-Family \$100.00
- Variances
  - Dwelling \$50.00
  - Commercial, Industrial, Institutional, Multi Family \$100.00
- To Leave as sited
  - Dwelling \$75.00
  - Commercial, Industrial, Institutional, Multi Family \$100.00
- Land Use Bylaw On Line Only
- Municipal Development Plan On Line Only
- Land Use Bylaw Search (formal Letter) (confirmation of zoning) \$50.00
- Application to Amend Land Use Bylaw & Municipal Development Plan \$500.00 plus Advertising Costs
- Appeal to Subdivision and Development Appeal Board (may be refunded) \$300.00
- Subdivision Application Fees As Established by Subdivision Authority
- Development Agreement \$1,500.00 plus any legal costs incurred in Preparation of agreements
- Encroachment Agreement
  - Minor (e.g. fence, retaining wall) \$100.00
  - Major (e.g. building structure) \$250.00
- Area Structure Plan Review To be determined
- Refundable Development Bond - Collected at the time of development Permit as a damage deposit against Damages to municipal road and sidewalk Infrastructure \$2,000.00
- Refundable Landscaping Bond - Ensure completion of landscaping Projects \$1,000.00 minimum – up to a maximum or 15% or estimated construction value, whichever is greater

Administrative Fees con't

Advertising & Notification (in addition to All applicable development fees e.g. Costs to notify or advertise a proposed Development)

- Single Family Residential uses \$50.00
- Multi-family Residential uses \$100.00
- Commercial/Industrial/Institutional \$150.00

Equipment Rates

Grader & Operator	\$100.00/hour minimum 1 hour charge
Backhoe, Jackhammer, Bobcat, Loader & Operator	\$100.00/hour minimum 1 hour charge
Sweeper & Operator	\$100.00/hour minimum 1 hour charge
Plumbing or Camera	\$450.00 deposit – nonrefundable if on Homeowner's property.
Sander & Operator with 1 yd Sand	\$110.00/hour minimum 1 hour charge,
Extra Sand	\$40.00/yard
Flush Truck, Hydro Vac Unit	\$300/hour plus \$2.00/km Travel – minimum 1 hour charge
Genie Lift & Operator	\$100/hour minimum 1 hour charge
Laborer	\$40/hour minimum 1 hour charge
Supervisor	\$60/hour minimum 1 hour charge
Cold Mix Road Repair	\$225/drum quote provide at the time.

**TOWN OF TOFIELD**  
**BY-LAW NUMBER 1289**

**BEING A BY-LAW TO AMEND BY-LAW NUMBER 1175 FOR THE TOWN OF TOFIELD.**

**WHEREAS**, it is deemed necessary that various rates be amended.

**NOW THEREFORE**, under the authority of the Municipal Government Act, being Chapter M-26, S.A. 2000, the Council of the Town of Tofield, in the Province of Alberta, duly assembled, **ENACTS**, as follows:

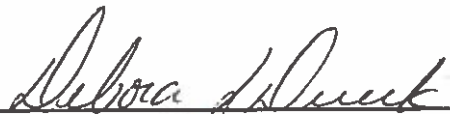
That By-Law Number 1175 and amendments, thereto, of the Town of Tofield, be and is hereby amended by deleting Schedule "A" in its entirety and replacing it with the attached Schedule "A"

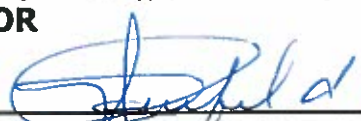
This By-Law shall be effective upon passing of the third reading

**READ** a first time this 12<sup>th</sup> day of March, A.D., 2018.

**READ** a second time this 12<sup>th</sup> day of March A.D., 2018.

**READ** a third time this 12<sup>th</sup> day of March, A.D., 2018.

  
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**MAYOR**

  
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**CHIEF ADMINISTRATIVE OFFICER**