

CLEARWATER COUNTY
BYLAW NUMBER 25/004

Being a bylaw of Clearwater County, in the Province of Alberta, to allow administration to apply rates, fees and charges for information and services provided by the Planning and Development Department.

WHEREAS Section 7 of the *Municipal Government Act*, R.S.A. 2000, c. M-26 and amendments, provides that a Council may pass a bylaw respecting services provided by or on behalf of the municipality;

WHEREAS section 8 of the *Municipal Government Act*, R.S.A. 2000, c. M-26 and amendments, provides that a Council may pass a bylaw to establish fees to charge for licences, permits or approvals;

WHEREAS section 630.1 of the *Municipal Government Act*, R.S.A. 2000, c. M-26 and amendments, provides that a Council may pass a bylaw respecting the fees and rates a Municipality may charge for services rendered pursuant to Part 17 of the MGA;

AND WHEREAS the Freedom of Information and Protection of Privacy Act, as amended, states that a municipality must make certain information available to the public and that the Council may pass a bylaw to establish fees for the provision of such information;

NOW THEREFORE, the Council of Clearwater County in the Province of Alberta, enacts as follows:

1 TITLE

- 1.1 This bylaw shall be known as the "Fee and Refund Structure - Planning and Development"

2 PURPOSE

- 2.1 The purpose of this bylaw is to:
- a) Create fees, rates and charges payable for municipal services provided by the Planning and Development Department of Clearwater County.

3 APPLICATION

- 3.1 The fees and charges payable for municipal planning and development services provided by the County shall be as outlined in Schedule A attached hereto.
- 3.2 References to provisions of statutes, rules or regulations shall be deemed to include all references to such provisions as amended, modified or re-enacted from time to time.

4 GENERAL RULES & SPECIAL PROVISIONS

- 4.1 Schedule "A" and titled "Fee and Refund Structure – Planning and Development" is attached and forms part of this bylaw.
- 4.2 Unless otherwise authorized in this Bylaw, other Municipal bylaw or other enactment, all fees, rates, and charges are non-refundable.
- 4.3 Nothing in this Bylaw relieves any person from compliance with any other Bylaw or applicable federal or provincial law, regulation, or enactment.
- 4.4 The Chief Administrative Officer (CAO) or their designate reserves the right to waive or reduce any fee in this bylaw at their discretion when deemed appropriate.

5 EFFECTIVE DATE

- 5.1 This bylaw comes into force and effect upon third and final reading.
- 5.2 Bylaw 2019-006 from the former Village of Caroline and all amendments thereto are hereby repealed.

Read a first time on 11 day of March, 2025



Reeve

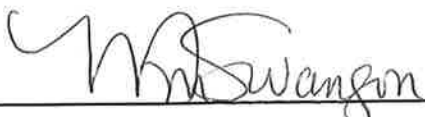


Chief Administrative Officer

Read a second time on 11 day of March, 2025

Unanimous consent granted for third reading on 11 day of March, 2025

Read a third and final time on 11 day of March, 2025



Reeve



Chief Administrative Officer



SCHEDULE A

FEE AND REFUND STRUCTURE

PLANNING AND DEVELOPMENT

DEVELOPMENT PERMITS

Standard Permitted	\$150
Standard Discretionary	\$250
Commercial/Industrial/Renewable/Other	\$500
Home-Based Business (Home Occupation)	\$250
Resort/Campground	\$500
Recreation/Golf Course	\$500
Natural Resource/Aggregate Extraction	\$1,000
Variances (additional to costs above if required)	\$100
Signage Fee (Signs, Billboard, Electronic message board)	\$100

SHORT TERM RENTALS

Short Term Rental Fee - Entire Dwelling	\$250.00
Short Term Rental Fee - Portion of Dwelling	\$150.00

REAL PROPERTY REPORT

Real Property Report – Compliance Request	\$80
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SUBDIVISION

Application Base Fee	\$500
Lot Fee	\$150
Endorsement Fees – Per Lot	\$300
Rural Address Sign – New Subdivisions	\$150

SUBDIVISION TIME EXTENSION

First Time Request	\$100
Additional Requests	\$200

LAND USE AMENDMENT

Change Land Use District to:
Residential & Agricultural Uses

A, CR, CRA, CRMI, HR, LR, NRR, NTR, NR-2, NLR,
NLDR, NMUR, NMH, RR, RE, IA \$500 + \$100 per lot

Change Land Use District to:
Industrial/Commercial/Institutional/Direct Control

LI, P, HD, HC, I, MHP, NSC, NHC, NI, NPI, RF, DC \$1,000 + \$35 per acre

REFUNDS

SUBDIVISION

Prior to Circulation	100% Refund of Fee
After Circulation	75% Refund of Fee
After Site Inspection	No Refund

STATUTORY PLANS AND LAND USE AMENDMENTS

After First Reading	50% Refund of Fee
After Public Hearing	No Refund

SHORT TERM RENTALS

Short Term Rental Fee Refund	No Refund after Processing
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APPEALS

Development Permit Appeal	\$400
Subdivision Permit Appeal	\$400
Stop Order Appeal	\$800

Appeal fees are non-refundable.
However, should the appeal be withdrawn before six working days (i.e. working days do not include Saturdays, Sundays or holidays) of the scheduled date of appeal where the date of the appeal is deemed to be one of the six days, the appeal fee will be 75 percent refunded.

CREATION/AMENDMENTS TO PLANS

Application to adopt an Area Structure Plan	\$2,500
Application to adopt Conceptual/Outline Plan	\$1,000
Application to Amend Statutory Plan or LUB Textual Amendments	\$1,000

DEPOSITS

Fence Security (NMH)	\$2,000
Utility Connection Fee (HR or NMH)	Per Water and Sewage Bylaw
Approach Security (Single Access)	\$6,000
Approach Security (Joint Access)	\$7,500
Architectural Control and Infrastructure Security (NSC, NMUR, NLDR)	\$2,000

OTHER

Road Closure	\$700
Discharge of Caveat on Title	No Fee

ANTENNA SYSTEMS

Telecommunication Antenna System (Tower)	No Fee
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PRINTING/ DOCUMENT FEES

Land Use Bylaw (Text Only)	\$20 per copy (plus G.S.T.)
Land Use Bylaw (Text and Color Maps)	\$50 per copy (plus G.S.T.)
Municipal Development Plan (Text Only)	\$15 per copy (plus G.S.T.)
Aerial Photo	\$15
Corporate Search	\$24 per search (plus G.S.T.)

PENALTIES

General Offences Contrary to the Land Use Bylaw	Per Land Use Bylaw
Legalization of Development without Permit	Double the Fee
Short Term Rental	First Offence \$200.00
	Second Offence \$400.00
	Third & Subsequent \$800.00

DEMOLITION

Demolition Permit	\$50
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