



FEES FOR PLANNING AND DEVELOPMENT

1. Compliance Assessment

- Regular (Residential, Agricultural)	\$175.00 + GST
- Regular (Commercial, Industrial)	\$325.00 + GST
- Priority (3 days)	Double the Regular Fee

2. Documents

Land Ownership Map	
• At counter	\$17.00 + GST
• Mailed in tube	\$32.00 + GST for the first copy; \$17.00 for additional copies (max 5 maps per tube)
• Mailed in envelope	\$18.00 + GST
Municipal Development Plan (MDP)	\$28.00 + GST
Land Use Bylaw (LUB)	\$66.00 + GST
Municipal Land Use Map (full size)	\$39.00 + GST
Area Structure, Redevelopment Plan (ASP/ARP), or Concept Plan (CP)	\$22.00 + GST
Ortho Photos	\$45.00 + GST for the first section; \$15 for additional sections

3. Planning Application Fees

MDP Amendments	\$4,410.00
New ASP or ARP	\$4,410.00 + \$53.00 / ha to a maximum of \$21,000.00
ASP and ARP Amendments	\$4,410.00 + \$26.00 / ha to a maximum of \$15,750.00
Amendments Required to LUB as a result of New ASP or ARP (within 6 months of ASP or ARP approval)	\$4,410.00
LUB Amendments – Redistricting/Text/Mapping	\$4,410.00
LUB Amendments – Direct Control (DC) and <i>new</i> Land Use Districts (Redistricting/Text/Mapping)	\$4,410.00 + \$26.00 / ha to a maximum of \$10,500.00
Road Closure Bylaw	\$4,410.00

New Concept Plan (Conceptual Scheme)	\$4,410.00 + \$53.00 / ha to a maximum of \$21,000.00
Amendment to existing Concept Plan	\$4,410.00 + \$26.00 / ha to a maximum of \$15,750.00

Refunds and Professional Services regarding Statutory and Non-Statutory Plan Applications:

- If a request for refund is submitted prior to the advertisement of the Public Hearing 50% of the fee will be refunded.
- Refunds will not be considered once an application has been advertised for a public hearing.
- All costs incurred by the MD of Bighorn for any professionals hired, at the sole and absolute discretion of the MD, to help review or provide advice on the proposal (e.g. lawyers, planners, engineers) will be paid by the applicant prior to the bylaw receiving third reading.

4. Subdivision Application Fees

First Parcel Out	\$1,100.00
All Other Subdivision Applications	\$1,325.00 + Lot Fees
Lot Fees:	
- First 10 lots created (each)	\$550.00
- For the next 50 lots (each)	\$275.00
- For each additional lot	\$140.00
For Phased Approvals	\$550.00 / phase
Major Amendments to Subdivision Applications pre and post circulation.	New Application Fee
Minor Amendments to Subdivision Applications pre and post circulation.	50% of Application Fee
Endorsement Fee (includes bareland condominiums):	
- First 10 lots	\$330.00 / lot
- Next 50 lots	\$250.00 / lot
- Each additional lot	\$110.00 / lot
Endorsement Fee	
- Condominium building certificate fee	\$55.00 / unit
Subdivision Lot Line Adjustments (for conditionally approved subdivisions that have not been endorsed)	\$275.00 per line change
Time Extension for Subdivision Approval	
- First request	\$415.00
- Second request	\$825.00
- Third and subsequent requests	\$1,655.00

MR/SR/MSR/ER/PUL, Professional Services, Bareland Condominiums, Refunds and Charges:

- There is no charge for the creation of municipal/school reserve lots (MR, SR, MSR), environmental reserve (ER), public utility lots (PUL) or the remaining portion of the original parcel.

- All costs incurred by the MD of Bighorn for any professionals hired, at the sole and absolute discretion of the MD, to help review or provide advice on the application or preparation of any agreements (e.g. lawyers, planners, engineers) will be paid by the applicant prior to endorsement of the subdivision.
- Applications for bareland condominiums will be treated as conventional subdivision applications with fees charged accordingly.
- If a request for refund is submitted prior to the circulation of the application to the referral agencies, 50% of the fee will be refunded. No refunds will be granted after the circulation process has commenced.
- The determination of additional charges for subdivision applications is at the discretion of the MD.

5. **Development Permit Application Fees and Security Requirements**

Agricultural	Fee
Accessory Buildings/Uses; Farm Structures; Keeping of Chickens, Horses, Llamas in the Hamlet of Benchlands or the Ghost River Country Residential Subdivision; Private Kennel;	\$220.00
Aquaculture; Extensive Agriculture; Intensive Agriculture; Logging; Retreat; Value-Added Agricultural Industry	\$605.00
Each Variance for Agricultural Uses	\$165.00

Residential	Fee
Accessory Buildings/Uses; Addition; Deck; Major or Minor Home Based Business (Initial Application)	\$275.00
Duplex; Factory-Built Dwelling; Manufactured Home; Single Detached Dwelling (includes detached garage in initial application)	\$400.00+ \$1.00 per m ² of floor area greater than 300 m ²
Bed and Breakfast, Major or Minor Home Based Business, Studio Suite, Secondary Suite (1 or 3 Year Renewal Applications); Visitor Accommodation Suite (1-year Application only)	
Apartment; Attached Dwellings	\$880.00 + \$110.00 / unit
Each Variance for Residential Uses	\$250.00

Commercial	Fee
Accessory Buildings/Uses	\$400.00 + \$1.00 per m ² of floor area
Accessory Dwelling Unit; Artisan Shop; Minor changes or additions to existing commercial developments; Staff Accommodation	\$500.00+ \$1.00 per m ² of floor area
Airport; Airstrip (Private); Boarding and Training Services; Campground; Cemetery; Commercial Equestrian Center; Commercial Kennel; Commercial Outfitting and Guiding; Commercial School; Communication Tower and Facilities; Convenience Store; Cultural and Entertainment Facilities; Daycare; Environmental Education Facilities; Flexible Accommodation Unit; Extended Medical Services; Extended Visitor Accommodation; Gas Bar; Group Care Facility; Health and Wellness Centre; Horticultural Operation; Licensed Drinking Establishment; Liquor Store; Main Amenities Lodge; Marina; Medical Clinic; Medical Services; Offices; Personal Service Business; Pet Services; Resort Campground; Restaurant; Retail Store; Service Station;	\$880.00 + \$1.00 per m ² of floor area
	...List Continued

Tourist Information Centre; Veterinary Clinic; Recreation Facilities; Recreation Staging Area	
Airport; Country Recreational Centre; Country Recreational Lodge; Golf Course	\$1,710.00
Visitor Accommodation; Resort Accommodation	\$1,160.00 + \$110.00 / unit
Each Variance for Commercial Uses	\$350.00

Industrial	Fee
Accessory Buildings/Uses	\$400.00+ \$1.00 per m ² of floor area
Minor changes or additions to existing industrial developments	\$400.00
Aggregate Extraction; Auto Body Services; Automotive and Equipment Repair, Services and Sales; Bulk Fuel Storage and Sales, Business Support Services; Composting Facility; Construction Materials Recycling; Contractor Services; Energy Generation System (Large); Household Equipment Repair Services; Industrial Equipment Service; Rentals and Sales; Industrial Work Camp; Landfill, Dry Waste; Log Sorting and Transportation Staging Area; Logging; Maintenance and Storage Compound; Manufacturing and Distribution; Mini Storage; Storage (Indoor or Outdoor); Equipment and Vehicle Storage; Portable Batch Plants; Sawmill; Storage Yard; Truck Service Centre; Warehousing; Waste Transfer Site	\$1,000.00 + \$1.00 per m ² of floor area
General Industrial Building (shell only, where no use is established); Natural Resource Extraction and Processing	\$1,655.00 per use / building (To a maximum of \$3,150.00 for multiple General Industrial Buildings in one permit application)
Each Variance for Industrial Uses	\$400.00

Other	Fee
Community Buildings and Facilities; Government Services; Parks	No Fee
Signs; Any Development or Use Not Listed Above	\$195.00
Community Garden, Energy Generation (Small); Places of Religious Assembly; Public Utilities and Buildings; Temporary Development	\$275.00
Amendment to the existing development permit (within 6 months of original approval)	50% of Current Fee
Time extension to valid Development Permit	50% of Current Fee
Commencement of development prior to a development permit being first issued.	Double the Current Fee
Each Variance for Other Uses	\$250.00
Shipping Containers	\$220.00

Major Revisions to Applications:

- When the applicant substantially revises an application, an additional fee equal to 50% of the initial application fee may be required at the discretion of the Development Officer.

Refunds and Professional Services regarding Development Permit Applications:

- If a request for refund is submitted prior to the advertisement of the Development Permit 50% of the fee will be refunded.
- Refunds will not be considered once an application is advertised.
- All costs incurred by the MD of Bighorn for any professionals hired, at the sole and absolute discretion of the MD, to help review or provide advice on the application (e.g. lawyers, planners, engineers) and/or additional time spent by the Building SCO in reviewing an application will be paid by the applicant prior to the release of the building permit.
- Where a condition of a Development Permit approval requires an applicant to submit Plans or Reports to the Municipal Planning Commission (MPC) for review and the Plan or Report has been approved, any further requests by the applicant to amend the Plan or Report shall be charged a \$300.00 amendment fee.

Security Deposits

- The Development Approving Authority may take security for a development permit to ensure that the conditions of the approval are satisfactorily completed for the project, and specifically, any repairs required from damage to municipal lands or infrastructure caused by the developer/builder/landowner. The amount of security shall be in conformance with Land Use Bylaw 04/10. The MD shall have the unfettered right to claim against the Security Deposit without notice in the event of non-compliance with any conditions in the development approval.

6. Appeal Fees

Subdivision and Development Appeal Board (S/DAB)

- Development	\$250.00
- Stop Order	\$400.00
- Subdivision	\$880.00

7. Miscellaneous Planning and Development

- Filming Permit	\$300 per day.
- Special Event Permit	\$275 per Permit.
- Discharge or Postponement of caveat (each)	\$100.00 + Land Title fees when the MD prepares the discharge or postponement document. \$60.00 when the MD only executes the discharge or postponement document and applicant assumes Land Title fees.
- Written Confirmation of Land Use District Request	\$65.00
- Planning and Development file searches	See Schedule 'A' of this Bylaw or FOIP Regulations
- 911 Emergency Sign*	\$55.00 + GST
- Replacement or Second 911 Emergency Sign	\$35.00 + GST

**Where a new rural lot is being created, or where a new house or other significant structure is being built on an existing rural lot, the MD of Bighorn will assign a unique property number for 911 Emergency purposes and will also provide a sign. The owner of the subject property is responsible for posting the sign. This fee covers the cost of the sign.*

8. Land Use Bylaw Penalties

Offence	Minimum Penalty for First Offence	Minimum Penalty for Subsequent Offence (within 24-month period)
General offences contrary to the Land Use Bylaw	\$500.00	\$1,000.00
Unpermitted Short-Term Rentals (less than 30 consecutive days) within a Dwelling including, but not limited to, Visitor Accommodation Suite, or Bed and Breakfast	\$500.00 plus a fine of not less than \$250.00 for each day the offence continues	\$2,500.00 plus a fine of not less than \$250.00 for each day the offence continues
Unpermitted Dwelling Units (including construction of a Secondary or Studio Suite)	\$2,500.00	\$5,000.00

9. Building Permit Application Fees and Security Requirements

Building Permit Fees are subject to the provisions contained in Building Permit Bylaw No. 02/18. A Provincial Safety Code Charge (SCC) is an additional charge over and above the building permit fee. The Building Permit fee includes all inspections as outlined on the issued building permit. A re-inspection fee applies for all inspections where deficiencies noted by the Safety Codes Officer (SCO) in the initial/previous inspection that have not been corrected.

Residential:

- Main floor \$0.60 / sq.ft.
- Additional floors \$0.53 / sq.ft.
- Garage or similar accessory building (attached or detached) \$0.34 / sq.ft.
- Carport (attached or detached) \$0.17 / sq.ft.
- Basement (undeveloped as part of residential construction) \$0.25 / sq.ft.
(minimum charge \$200.00.00)
- Basement (new development or renovation): \$0.53 / sq.ft.
(minimum charge \$200.00)
- Home Renovation Fee 50% of the respective sq.ft. rate
- Partial Permit (foundation at-risk) \$500.00
- Partial Permit (part of a building) fee as per current fee schedule/per floor

Residential - Manufactured and Modular Homes:

- Flat rate fee per dwelling	\$220.00 plus sq.ft. rate for new construction
- Rate per structural unit for relocatable work camps	\$110.00 plus sq.ft. rate for new construction
- Partial Permit (foundation at-risk)	\$500.00
<u>Suite Development</u>	\$0.60 / sq. Ft. (regardless if suite is in basement, on main level, or above a garage)
<u>Non-Residential:</u>	
- Commercial, industrial and institutional	\$9.19 per \$1,000 to the first \$1,000,000 of bid price; thereafter \$7.09 per \$1,000 of bid price
- Partial Permit (foundation at-risk)	\$1,000.00
<u>Other:</u>	
- Decks, Garden Sheds	\$0.22 /sq. ft. (minimum charge \$200.00+SCC)
- Solid Fuel Applicants (e.g. fireplaces)	\$200.00 + SCC
- Demolition Permit	\$200.00+SCC
- Hot tub - flat rate fee (if not part of Bldg. Permit)	\$200.00+SCC
<u>Hydronic Heating Review:</u>	
- HVAC Heating Source (primary and secondary)	\$220.00+SCC charged per floor
<u>Shipping Containers:</u>	\$0.22 / sq. ft. + SCC (minimum charge \$200.00 + SCC)
<u>Additional Charges</u>	
Commencement of Construction prior to issuance of building permit or amendment to the original permit	Double the current Permit Fee
Reactivation of closed building permit	\$315.00
Extra inspections (where a project has exceeded the number of inspections included in the Building Permit fee, but the project is not complete and inspections are still required to close the file)	\$150.00 per visit
Alternative Solution/Variance Request	\$2,000.00 + Third Party Costs (e.g. engineering, legal, courier, etc.)
Building Permit amendment	fee as per current fee schedule/per floor (\$200.00 minimum)
Building Permit Renewal	fee as per current fee schedule
Failed inspection charge (no access, no entry granted, unsafe construction site)	\$200.00 per visit
Re-review of Plans (due to substantial errors or revised plans submitted)	50% of current fee as per fee schedule

*** The minimum Building Permit Fee shall be \$200.00 plus Provincial Safety Code charge (SCC).**

Building Permit Security Deposit:

A security deposit shall be paid to the MD of Bighorn when a building permit is issued in order ensure that persons undertaking the construction request the necessary building inspections. The following security deposits are required for different types of building uses:

1. \$500 security deposit for building permits issued for decks, garden sheds, solid fuel (fireplaces), hot tubs, shipping containers, farm buildings, carports, and hydronic heating. A demolition permit is exempt for requiring a security deposit.
2. \$1,000 security deposit for residential use building permits, includes accessory buildings.
3. \$2,500 security deposit for commercial, institutional and industrial use building permit, includes accessory buildings.

The security deposit will **be returned** when an occupancy permit has been issued for the building, subject to the provisions contained in Building Permit Bylaw No. 02/18.

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