

CONSOLIDATION OF A BYLAW OF THE CITY OF LETHBRIDGE
TO ESTABLISH DEVELOPMENT FEES AND CHARGES
FOR APPLICATIONS MADE TO DEVELOPMENT SERVICES
AND THE MUNICIPAL PLANNING COMMISSION

THE COUNCIL OF THE CITY OF LETHBRIDGE, IN THE PROVINCE OF
ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. Bylaw No. 5197 – The Development Fees and Charges Bylaw of the City of Lethbridge is hereby established.

B/L 6108
4/3/18

2. Bylaw 5197 is hereby amended by deleting the current Schedules A and B and replacing them with the new Schedules A and B, attached.
3. Bylaw 5197 is hereby further amended by adding the new Schedule C and D.
4. This Bylaw shall come into full force and effect on the date of final passing.

SCHEDULE A

LAND USE BYLAW FEES

A Development Fee Schedule

- (1) In All Districts Where Allowed
 - (a) Residential Types of Development
 - (i) Single Detached Dwellings
 - permitted use that complies with the LUB \$60
 - permitted use that requires a LUB waiver..... \$500
 - secondary suite, new \$500
 - a waiver of Section 9.6, Dwelling Units on a Parcel \$1100
 - (ii) Two Unit Dwellings
 - a permitted use that complies with the LUB \$60
 - a permitted use that requires a LUB waiver..... \$500
 - a new building on an undeveloped parcel not pre-subdivided for this use \$500
 - a new building on a previously developed parcel \$1100
 - a conversion from a single detached dwelling \$1100
 - (iii) Apartments, Townhouses, and Senior Citizen Housing
 - base fee plus fee per dwelling unit or, for senior citizen housing, per bedroom when applicable.....\$120 + \$60 per unit or bedroom
 - (iv) Additions to Residential Buildings (not including decks)
 - that comply with the LUB \$60
 - that require a waiver of the LUB (incl. Section 9.7, Maximum Number of Specified Facilities Allowed in a Dwelling Unit) \$365
 - (v) Deck Additions to Residential Buildings
 - that comply with the LUB \$60
 - that require a waiver of the LUB \$250
 - (vi) Residential Accessory buildings
 - under 10m² and complies with the LUB \$0
 - over 10m² and complies with the LUB \$60
 - any size that requires a waiver of the LUB \$480
 - (b) Special Uses
 - (i) Child Care, major or minor \$375
 - Group Homes \$800
 - (ii) Home Occupations
 - which comply with the LUB:
 - Type A \$60
 - Type B and Type C..... \$120
 - Any type that requires a waiver of the LUB \$500

(c)	Signs	
(i)	Fascia signs	\$320
(ii)	Free Standing	\$430
(iii)	Canopy, Roof, Projection,	\$430
(iv)	Fascia Signs in the form of wall murals	\$560
(v)	Billboard Signs	\$560
(vi)	All other signs.....	\$320

(2) In Commercial, Industrial, and Public Service Districts

(i)	All developments (per m ² GFA)	<u>Commercial</u>	<u>Industrial</u>	<u>Public Service</u>
	less than 500m ²	\$686	\$686	\$810
	501m ² to 2000m ²	\$1296	\$1296	\$1620
	2001m ² to 5000m ²	\$1766	\$1766	\$2106
	for every additional 5000m ² or portion thereof .	\$1766	\$1766	\$2106

(ii)	Any Changes in Use or Additional Uses	<u>Commercial</u>	<u>Industrial</u>	<u>Public Service</u>
	permitted use that complies with the LUB	\$60	\$60	\$60
	permitted use that requires a LUB waiver	\$366	\$366	\$366
	discretionary use	\$366	\$366	\$366

(3) In Future Urban Development District and Valley Districts
All New, Additional, or Changes in Development

		<u>FUD</u>	<u>Valley</u>
	permitted uses	\$389	\$1820
	discretionary uses.....	\$821	\$3726

(4) In Direct Control Districts

For low density residential development that complies with the requirements:

(i)	Single Detached Dwellings.....	\$189
(ii)	Two Unit Dwelling.....	\$243

For all other development in Direct Control districts the fees shall be consistent with fees for similar uses in other districts, determined at the discretion of the Development Officer.

(5) Other Development

- (i) Over-height fences \$243
- (ii) Handicapped Access Ramps
 - for single detached and two unit dwellings \$0
 - for all other uses \$124
- (iii) Cell Tower Location Review \$2000
- (iv) When an application is made for a development not listed in Section A the Development Officer shall charge a fee consistent with, in his/her opinion, those fees listed.

B Other Development Application Fees

- (1) Change in occupancy but no change in use no fee
- (2) A minor waiver in order to bring an existing building into compliance \$115
- (3) A blanket waiver for low density residential development \$120 base fee + \$60 per dwelling unit

C Fee Variations

(1) Cost Recovery

The Development Officer is authorized to vary the development application fee by a maximum of +/- 50% of the stated fee in order to better recover the estimated costs.

(2) Substantially Revised Development 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. The Development Officer may determine that the revisions constitute a new development application in which case the full fee will be charged.

(3) Cancelled Development Applications

When the applicant withdraws a development application (that has been determined complete) or when the Development Officer determines that a revised application constitutes a new development application the Development Officer may cancel the initial application and retain some or all of the fee sufficient to recover the costs estimated to have been incurred.

D Incomplete Applications

- (1) When the applicant has received a notice that the application is incomplete and fails to submit the needed information by the deadline in the notice the application will be deemed refused and one-half the development application fee will be retained and the other half reimbursed to the applicant.
- (2) When the applicant has received a notice that the application is incomplete and submits the needed information by the deadline in the notice but the information is for

a second time determined to be incomplete the full development application fee will be retained.

- (3) When the applicant has received a notice for the second time that the application is incomplete and submits the needed information by the deadline in the notice, the information must be accompanied by another full development application fee and if the information is for a third time determined to be incomplete the application will be deemed refused and one-half of the development application fee will be retained and the other half reimbursed to the applicant.

E Development Inquiries

- (1) For each pre-application meeting \$150
- (2) For each pre-application review and/or circulation of a proposed plan \$300

F Advertising of a Development Permit

When required, the Development Officer is authorized to recover the cost of advertising a permit by charging a fee that is in accordance with the prevailing rates charged by the local newspaper.

G Development Permit Compliance Inspections

(for a Development Completion Certificate)

- (1) First inspection and subsequent re-inspection \$300
- (2) Each inspection thereafter \$300

H Unauthorized Development

When an application is made after development has commenced or occurred, the fees may be doubled at the discretion of the Development Officer.

SCHEDULE B

PLANNING AND SUBDIVISION FEES

A New Statutory Plans and Outline Plans

- (1) Area Structure Plan \$5,500
- (2) Outline Plan (base fee – Jan 1, 2015 to Dec., 31, 2016) \$5,500
- (3) Outline Plan (base fee – Jan 1, 2017 to Dec., 31, 2018) \$10,000
 - (a) New Outline Plan in West Lethbridge Employment Area ASP
..... base fee plus \$250/per ha
 - (b) New Outline Plan in other ASP areas prepared by the City of Lethbridge
..... base fee plus \$825/per ha

B Amendments to Statutory Plans, Outline Plans and the Land Use Bylaw

- (1) Municipal Development Plan \$5,500
- (2) Area Structure Plan \$5,500
- (3) Area Redevelopment Plan \$2,750
- (4) Outline Plan (base fee) \$2,750
 - (a) To incorporate a shadow planned area base fee plus \$1200/per ha
- (5) Land Use Bylaw \$5,500
- (6) Land Use Bylaw in an ARP area \$2,500

C Subdivision Fees

- (1) Subdivision Base Fee \$500
- (2) Tentative Plan and Subdivision by Instrument
 - (a) Application Fee \$325 per lot
 - (b) Final Endorsement Fee \$250 per lot
 - (c) Condominium Certificate \$40 per unit
 - (d) Time Extension Fee \$250

D Other Fees

- (1) Road and Lane Closure \$5500
 - (a) Fee shall be reduced by ½ when an application is carried out in conjunction with an application for a Land Use By-law amendment
- (2) Municipal Reserve Disposal \$5500
 - (a) Fee shall be reduced by ½ when an application is carried out in conjunction with an application for a Land Use By-law amendment

- (3) Comprehensive Site Plan (CSP) in a UI or DC Zone \$2,000
 - (a) Major amendment to a CSP \$500
 - (b) Minor amendment to a CSP \$250
- (4) Comprehensive Site Plan (Residential)..... \$200
 - (a) Amendment to a Res. CSP \$100
- (5) Address Change \$250

E Fees Include

- (1) Fees include the cost of advertising and notification where applicable.

SCHEDULE C

BUILDING INSPECTION SERVICES FEES

A Residential Permit Fees

- (1) For the purpose of this Bylaw, “residential permits” includes any permit for work performed on a single detached dwelling, semi-detached dwelling, duplex dwelling, triplex dwelling, fourplex dwelling, or work whose scope is limited to an individual unit within a multi-family residence.
- (2) The fee for any residential permit excluding the Lot Grading Permit and Footing and Foundation Permit shall be based on the estimated market value and calculated as follows\$3.25 per \$1000 market value or part thereof
Minimum Permit Fee \$100.00
- (3) Lot Grading Permit Fee \$125.00
- (4) Footing and Foundation Permit Fee \$250.00
- (5) Demolition Permit \$100.00 flat fee, plus \$0.50/m² floor area
- (6) Refunds – As set out in section 22 of the City of Lethbridge Safety Codes Permit Bylaw, the City may refund permit fees as follows:
 - (a) Prior to Review Commencing \$100.00
 - (b) Review Commenced or completed the greater of ½ Permit Fees or \$100.00,
..... at the discretion of the Safety Codes Officer.

B Commercial Permit Fees

- (1) For the purpose of this Bylaw, “commercial permit” includes any permit for work performed on a multi-family structure of five (5) or more units, commercial structures, industrial structures, and institutional structures.
- (2) The fee for any commercial permit excluding the Change of Use or Occupancy Permit, Electrical Annual Maintenance Permit, or Demolition Permit shall be based on the market value and calculated as follows
..... \$8.00 per \$1000 market value or part thereof less any paid Application Fees
 - (a) Application Fee (Non Refundable) \$250.00
 - (b) Minimum Permit Fee \$250.00
- (3) Change of use or Occupancy \$125.00
- (4) Electrical Annual Maintenance Permit..... \$300.00
- (5) Demolition Permit \$100.00 flat fee, plus \$0.50/m² floor area
- (6) Refunds – As set out in section 22 of the City of Lethbridge Safety Codes Permit Bylaw, the City may refund permit fees as follows:
 - (a) Prior to Review Commencing \$100.00
 - (b) Review Commenced or completed the greater of ½ Permit Fees or \$100.00,
..... at the discretion of the Safety Codes Officer.

4/3/18

C Other Fees and Charges

- (1) Additional Inspections, or re-inspections due to failed or incomplete work (All Disciplines)
 - (a) 1st inspection\$200.00
 - (b) 2nd inspection.....\$400.00
 - (c) 3rd inspection\$600.00
 - (d) Subsequent inspections..... \$1000.00
 - (e) Occupancy of a building without permission..... \$500.00
- (2) Electrical Inspection Amusement ride / concession\$150.00/hour
Electrical Sign Permit (connection only).....\$110.00
- (3) Permit Transfer Fee\$250.00
- (4) Revised drawings / Re-stamp FeeMinimum \$100.00 up to 10% of permit value,
.....at the discretion of the Safety Codes Officer.
- (5) Permit Extension Fee\$500.00
- (6) Hot tubs, swimming pools, ponds.....\$100.00

SCHEDULE D

SERVICES AND PUBLICATIONS

A Property Information Requests

- (1) Zoning Confirmation Letters \$35
- (2) Compliance Letters
 - (a) Residential properties:
 - (i) regular service \$150
 - (ii) rush service \$200
 - (iii) updated letter \$75
 - (b) Commercial, Industrial, Institutional, Multi-family properties:
 - (i) regular service \$200
 - (ii) rush service \$300
 - (iii) updated letter \$100
- (3) Development File Searches
..... \$56 per each ½ hour or portion thereof plus copying costs
- (4) Environmental Property Inquiries..... \$125
- (5) Building Inspection Work Order Letters..... \$125
- (6) Encroachment Agreements
 - (a) For Encroachments created prior to January 1, 2018 and not identified in the City Council Encroachments Policy and which covers an area of more than 10 square metres of Municipal Lands and no objections were received following circulation to City departments and Utilities: \$1,000.00.
 - (b) For Encroachments addressed in the City Council Encroachments Policy and where an application for authorization of an Encroachment is made and where no objections were received following circulation to City departments and Utilities\$300.00.
 - (c) For Encroachments set out in the City Council Encroachments Policy which are no more than 0.05 metres and a Letter of Consent is requested \$50.00.
 - (d) For Encroachments of eaves and footings of structures into Easements where the applicant can provide an approved development permit or building permit which permitted the Encroachment: No charge.
 - (e) The applicant shall be responsible for all costs including but not limited to:
 - (i) Fees arising from the use of Municipal Lands in accordance with an Encroachment Agreement.
 - (ii) Any additional costs related to the processing of an application for an Encroachment Agreement, including Road closure application, subdivision application, disposal of reserve, or other related costs.
 - (iii) Any costs of utility relocation or reconstruction required to facilitate an Encroachment.

B Publications

- (1) Planning documents are available free of charge on the City of Lethbridge website. Visit <http://www.lethbridge.ca/Doing-Business/DocumentsForms/Pages/default.aspx>
- (2) Free downloadable maps and Interactive GIS are also available on the City of Lethbridge website.
Visit <http://www.lethbridge.ca/living-here/Maps/Pages/default.aspx>
- (3) Hard copies may be purchased at Planning and Development Services, 1st floor City Hall, 910 – 4 Avenue South, Lethbridge. Charges are based on cost recovery.