

MUNICIPALITY OF CROWSNEST PASS

BYLAW NO. 1001, 2018

Fees, Rates and Charges Bylaw

A Bylaw of the Municipality of the Crownsnest Pass, in the Province of Alberta, to identify general fees, rates and charges for Animal Control, Business Licenses, Cemeteries, Freedom of Information, Processing of Documentation, Clerical Services, Taxation and Assessment, Transportation & Administration Surcharges, Custom Works, Planning and Development Fees, Safety Codes Permit Fees, Rental Fees, and Utility Rates.

WHEREAS the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta 2000 and any amendments thereto, Council may pass bylaws for Municipal purposes respecting services provided by the Municipality;

AND WHEREAS the Act provides for the establishment of fees, rates and charges for those services;

NOW THEREFORE the Council of the Municipality of Crownsnest Pass, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. This Bylaw may be cited as **The Fees, Rates and Charges Bylaw**. Where the terms of this Bylaw conflict with the provisions of any other Bylaw of the Municipality of Crownsnest Pass, this Bylaw shall prevail.
2. That the Fees, Rates and Charges as identified in the attached Schedule A, B, C, D and E represent the fees, rates and charges applicable to general Municipal services provided by the Municipality of Crownsnest Pass.
3. **EFFECTIVE DATE**
 - a) That Bylaw 1001, 2018 comes into full force and effect upon the third and final reading thereof.
 - b) That Bylaw No. 298, 1992, Bylaw No. 544, 2001, Bylaw No. 548, 2001, Bylaw No. 657, 2005 be amended to include Bylaw No. 969, 2016 Schedule "A".
 - c) That Bylaw No. 622, 2004, Bylaw No. 728, 2007, Bylaw No. 729, 2007, Bylaw No. 229, 2009, be amended to include Bylaw No. 969, 2016 Schedule "E".
 - d) That Bylaw No. 985, 2017 be repealed.

Read a first time this 27th day of March 2018.

Read a second time this 24th day of April 2018.

Read a third and final time, this 24th day of April 2018.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer

SCHEDULE "A"

**Municipality of Crowsnest Pass
Administrative Fees**

Service Provided	Fee/Unit (\$)
Animal Control	
Annual dog license (tag) - spayed or neutered	\$25.00
Annual dog license (tag) - not spayed or neutered	\$50.00
Three-year dog license (tag) - spayed or neutered	\$60.00
Three-year dog license (tag) - not spayed or neutered	\$120.00
Lifetime dog license (tag) - spayed or neutered	\$100.00
Lifetime dog license (tag) - not spayed or neutered	\$200.00
Lifetime cat license (tag)	\$25.00
Replacement Tag	\$5.00
Annual residential kennel license - 3 dogs	\$40.00
Annual vicious animal license	\$150.00
Vicious animal sign	\$10.00
Seeing Eye Dog or Working Dog owned for the purpose of assisting disabled person	Exempt
Impoundment Fee	\$15.00
Veterinarian Costs	As Incurred
Care and Sustenance per day	\$7.50 per day
Additional general penalties and costs as per the Animal Control Bylaw 991, 2017	
Business Licenses	
General - Resident Business	\$125.00 per annum 2018
General - Non-Resident Business	\$360.00 per annum 2018
Home Occupation – Category 1	\$125.00 per annum 2018
Home Occupation – Category 2	\$150.00 per annum 2018
Tourist Home – Category 1	\$125.00 per annum 2018
General - Resident Business	\$125.00 per annum 2019
General - Non-Resident Business	\$360.00 per annum 2019
Home Occupation – Category 1	\$125.00 per annum 2019
Home Occupation – Category 2	\$150.00 per annum 2019
Tourist Home – Category 1	\$125.00 per annum 2019
Non-payment penalty after Jan 31	2% per month on license fee only
Transfer of License	\$25.00
Replacement of License Certificate	\$25.00
Business License - MMERI as per Alberta Southwest Regional Alliance	\$80.00
The above Business License Fees are due and payable by January 31 st of each year. The fee payable for those Business License issued between the 1 st day of January and the 30 th day of September shall be the license fee for the full year and for those issued after September 30 th the Business License fee shall be one half (1/2) of the license fee for the full year.	
Festivals and Events (deferred until special events bylaw is created)	\$360.00 per annum

Service Provided	Fee/Unit (\$)
Day Rate (maximum 7 consecutive days) - resident	\$50.00 per day
Day Rate (maximum 7 consecutive days) - non-resident	\$100.00 per day
Hawkers/Peddlers/Mobile Vendors/push- cart Vendors - resident	\$125.00
Hawkers/Peddlers/Mobile Vendors/push- cart Vendors - non-resident	\$375.00
Craft Sales and Garage Sales (maximum of 4 per year with a duration of 2 consecutive days per event)	Exempt
Cemeteries	
<i>Cemetery Plot - Burial</i>	
Adult/Child	\$700.00
Infant (5yrs and under)	\$250.00
Social Services	Current Provincial Rate
<i>Cemetery Plot - Cremation</i>	
Adult/Child	\$250.00
Infant (5yrs and under)	\$100.00
<i>Plot - Opening and Closing</i>	
Cemetery plot - opening and closing - adults/children	\$350.00
Cemetery plot - opening and closing - infants	\$200.00
Cemetery plot - opening and closing - cremation	\$125.00
<i>Additional Fees</i>	
Burials during weekend or statutory holidays	\$400.00
Burials prior to 7am or after 3pm on Monday to Friday	\$300.00
Cemetery work permit	\$30.00
Municipal Documentation and Clerical Services	
<i>Cash Receipting</i>	
Returned Cheque, AFT and EFT	\$35.00
<i>Freedom of Information and Protection of Privacy (FOIP) Act</i>	
Request for/confirmation of Legal Description or Municipal Address	\$15.00
Request for Council meeting recordings	\$30.00
Staff time researching files	\$6.75 per 1/4 hour
<i>Request for access to a record</i>	
For a one-time request	\$25.00 As per FOIP Regulation 186/2013
For a continuing request	\$50.00
<i>For producing a record from an electronic record</i>	
Computer processing and related charges	Actual cost to municipality
Computer programming	Actual Cost to the Municipality up to \$20 .00 per 1/4 hour

Service Provided	Fee/Unit (\$)
<i>For producing a paper copy of a record (Photocopies and Computer printouts)</i>	
Black and white up to 8 1/2" x 14"	\$0.25 As per FOIP Regulation 186/2013
Other formats	\$0.50 As per FOIP Regulation 186/2013
Plans and blueprints	Actual cost as per FOIP Regulation 186/2013
<i>For producing a copy of a record by any process or in any medium not listed in the section above:</i>	
For shipping a record or a copy	Actual Cost as per FOIP Regulation 186/2013
<i>Bylaws</i>	
Bylaw hard copy	\$12.00
Muni Develop Plan	\$45.00
Land Use Bylaw	\$125.00
<i>Photocopying/Faxing</i>	
Photocopy (single sheet)	\$0.60
Fax (minimum - cover sheet & 1st page)	\$2.50
Fax (second and subsequent sheets)	\$0.60
Paper Utility Bill reprint	\$2.00
Maps/Pins/Flags	
Maps - Aerial	\$12.00
Maps - GIS colour-information added	\$12.00
Maps - GIS black and white	\$5.00
Maps-GIS colour- no information added	\$5.00
Maps - Ownership	\$12.00
Maps - Plan and Civic Addresses	\$20.00
Maps- Municipal Road Map	\$5.00
Municipal Flag	\$100.00
Alberta Flag	\$100.00
Canada Flag	\$50.00
Municipal Pin (Metal)	\$2.50

Service Provided	Fee/Unit (\$)
Taxation and Assessment	
Tax Certificates	\$25.00
Tax Searches	\$15.00
Historical Tax Summary	\$50.00
Assessment Appeal fee - properties with residential mill rates	\$40.00 - GST exempt
Assessment Appeal fee non-residential assessed value up to \$999,999	\$150.00 - GST exempt
Assessment Appeal fee non-residential assessed value over \$1,000,000	\$250.00 - GST exempt
Assessment Records-per parcel	\$25.00
Notifications-Land Titles	\$25.00 - GST exempt
Land Sales	
Land Sale Application Fee	\$250.00 (non-refundable)
Land Sale Price	Subject to individual lot sold
Transportation and Operations	
<i>Passburg Pit Dumping Fees</i>	
Single Axle End Dump Truck (Up to 10 Tonnes)	\$150.00
Tandem Axle End Dump Truck (Up to 13 Tonnes)	\$200.00
Tridem Axle End Dump Truck (Up to 19 Tonnes)	\$300.00
Large End Dump Truck (Up to 25 Tonnes)	\$400.00
Tandem Truck and Tandem Pup (Up to 25 Tonnes)	\$400.00
Tandem Truck and Tridem Pup (Up to 31 Tonnes)	\$500.00
Tridem Truck and Tandem Pup (Up to 31 Tonnes)	\$500.00
Tridem Truck and Tridem Pup (Up to 37 Tonnes)	\$600.00
Tandem Truck and Large End Dump Trailer (Up to 40 Tonnes)	\$650.00
Tridem Truck and Large End Dump Trailer (Up to 43 Tonnes)	\$700.00
<p>*All weighted axle configurations may require overweight term permits as required by Ministry of Infrastructure Commercial Vehicle Weigh Scales Inspections at an additional cost to the contractor over and above the Municipality of Crowsnest Pass tipping fees rates and fees schedule. Other truck and axle configurations not noted above are subject to a pro-rated tipping fee as per the above rates and fees schedule.</p>	
Administrative Surcharge and Service Contracts	
Contracted services and labour will carry an administrative surcharge	15% of contract/invoice
Equipment Custom Work	Based on Current Alberta Road Builders & Heavy Construction Equipment Rental Rate
Utility Service Installations	As per Utility Installation Contract Agreement

SCHEDULE "B"

**Municipality of Crowsnest Pass
Development Fees**

Fee Schedule	Permitted Use	Permitted Use with Major Variance/Waiver	Discretionary Use (Includes Major Variance/Waiver)
Residential:			
Dwelling, Single Detached	\$250	\$400	\$400
Dwellings, Manufactured, Modular & RTM Single Detached	\$250	\$400	\$400
Dwellings, Multi Unit (per dwelling)	\$250 + \$50 per unit	\$400 + \$50 per unit	\$400 + \$50 per unit
Dwellings, Addition to residential building	\$150	\$250	\$250
Unenclosed Decks / Fence	-	\$175	\$175
Accessory Buildings (e.g. detached garage, shed, shop) <i>or</i> additions to accessory buildings	\$75	\$175	\$175
Home Occupation Class 2	-	-	\$200
Special Residential Uses (day homes, secondary suites)	-	-	\$200
Temporary Shipping Container	\$75	\$175	-
Alternative / Renewable Energy	-	-	\$175
Demolition	\$75	-	-
Commercial & Industrial:			
Change of Use (less than 5000ft ²)	\$100	\$175	\$175
Change of Use (over 5000ft ²)	\$200	\$275	\$275
New building (less than 5000ft ²)	\$300	\$400	\$400
New building (5000ft ² to 10 000ft ²)	\$450	\$550	\$550
New building (10,000ft ² or 35 000ft ²)	\$750	\$850	\$850
Major commercial/industrial applications (in excess of 35 000ft ²)	\$1500	\$1750	\$1750
Addition to building (less than 500ft ²)	\$150	\$250	\$250
Addition to building (over 500ft ²)	\$225	\$300	\$300
Temporary or Permanent Shipping Container	\$75	\$175	\$175
Accessory Building (Shed, Garage)	-	-	\$175
Campground	-	-	\$500
Temporary Auto Sales	-	-	\$275 / year
Alternative / Renewable Energy	\$75	\$175	\$175
Demolition	\$100		
Fee Schedule	Permitted Use	Permitted Use with	Discretionary Use

		Major Variance/Waiver	(Includes Major Variance/Waiver)
Public & Institutional:			
Change of Use (less than 5000ft ²)	\$100	\$200	\$200
Change of Use (over 5000ft ²)	\$150	\$250	\$250
New building (less than 5000ft ²)	\$250	\$350	\$350
New building (5000ft ² to 10 000ft ²)	\$400	\$475	\$475
Addition to public/institutional building (less than 500ft ²)	\$100	\$200	\$200
Addition to public/institutional building (over 500ft ²)	\$200	\$275	\$275
Accessory Building	-	-	\$175
Alternative / Renewable Energy	-	-	\$175
Demolition	\$100	-	-
Sign Permit:	\$75	\$175	\$175

PENALTIES

- a. Where a development (including a change of use) has commenced prior to a development permit being approved the penalty fee shall be two times (2x) the total amount listed in this schedule including base fee and waiver fee(s).

NOTES

- a. Council may waive or lessen any of the above noted fees upon request, including a rationale to any of the above noted fees. Council may also delegate authority to waive development fees to the MPC.
- b. Whenever an application is received for a use not listed in this schedule the amount of the fee shall be determined by the Municipal Planning Commission or the Development Officer and shall be consistent with those fees listed herein for similar developments.
- c. Pursuant to the Land Use Bylaw, the Development Authority may require an application for a Permitted use be brought before the Municipal Planning Commission for reasons other than the issuance of a waiver, in which case the application shall be charged as Discretionary to cover costs of advertising.
- d. Additional fees may be incurred for supplementary advertising.

Other Planning and Development Fees

Application for Area Structure Plan or Outline Plan (not including 3 rd party review) * *see ASP application requirements	\$1500
Third-Party Professional: all technical studies submitted in support of an area structure plan, subdivision or major development will be reviewed by the municipality's approved professional as applicable (e.g. engineer, biologist, etc.).	Industry standard hourly rates + 10%
Request for Information Administration Fee	\$50hr
Application for Land Use Bylaw Amendment	
LUB Text amendment(s)	\$750
Re-zoning/Map amendment(s)	\$850 per parcel
Application for Statutory Plan Amendment (MDP, ASP)	\$850
Letter of Compliance / Zoning Letter	\$50 (Regular Fee); \$100 (Priority Fee)
Application for Encroachment Agreement	\$100
Encroachment Agreement Fee	\$100
Minor Development Agreement	\$300
Major Development Agreement (including 3 rd party engineering review)	\$1500
Road / Lane Closure	\$850
Municipal Reserve Disposal	\$500
Request to convene a special meeting of the Municipal Planning Commission	\$600
Appeal to Subdivision and Development Appeal Board	\$400
Subdivision	Contact ORRSC
Certificate of Local Authority (Condominium) fee	\$40.00 per unit created
Historic Resource Designation	\$0
Discharge of Caveat	\$150

Performance Security Deposits

* Refundable upon compliance of Development Conditions

New Single Detached Dwelling	\$1,000
Moved in Dwelling	\$2,000
New Multi Family, Commercial & Industrial	\$2,500
Building Demolition using heavy equipment	\$5,000
Accessory Building prior to Primary Building	\$5,000

SCHEDULE "C"
Safety Codes Permit Fee Schedule

Gas Permits

Contractor/Journeyman - Gas Fee Schedule

Home Owner - Fee Schedule

Gas Fee Schedule - Residential		
Number of Outlets	Permit Fee	SCC Fee
1	\$ 100.00	\$ 4.50
2	\$ 115.00	\$ 4.60
3	\$ 130.00	\$ 5.20
4	\$ 145.00	\$ 5.80
5	\$ 160.00	\$ 6.40
6	\$ 175.00	\$ 7.00
7	\$ 185.00	\$ 7.40
8	\$ 195.00	\$ 7.80
9	\$ 205.00	\$ 8.20
10	\$ 215.00	\$ 8.60
Add \$10 for each outlet over 10		

Gas - Single Family Dwellings		
Number of Outlets	Permit Fee	SCC Fee
1-3	\$ 175.00	\$ 7.00
4	\$ 200.00	\$ 8.00
5	\$ 225.00	\$ 9.00
6	\$ 250.00	\$ 10.00
7	\$ 275.00	\$ 11.00
Add \$15 per additional outlet		

Gas Fee Schedule - Non-Residential		
Number of BTUs	Permit Fee	SCC Fee
0 to 150,000	\$ 115.00	\$ 4.60
150,001 to 250,000	\$ 145.00	\$ 5.80
250,001 to 500,000	\$ 185.00	\$ 7.40
500,001 to 1,000,000	\$ 265.00	\$ 10.60
Over 1,000,000	\$265 plus \$10 per 100,000 (or portion of) over 1,000,000 BTU	

Gas - Miscellaneous		
Description	Permit Fee	SCC Fee
Temporary Heat-Residential	\$ 100.00	\$ 4.50
Service Connection	\$ 100.00	\$ 4.50
Garage/Shop Unit Heater	\$ 150.00	\$ 6.00
Propane Tank Set	\$ 100.00	\$ 4.50
Air Test	\$ 100.00	\$ 4.50

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum fee of \$4.50 to a maximum of \$560.00

Propane Tank Sets (does not include connection to appliance)		
Description	Permit Fee	SCC Fee
Tank Set	\$ 100.00	\$ 4.50
Propane Cylinder Refill Centre	\$ 175.00	\$ 7.00

Temporary Heat		
Description	Permit Fee	SCC Fee
Residential	\$ 100.00	\$ 4.50
Commercial/Industrial	\$ 125.00	\$ 5.00

Gas - Miscellaneous		
Description	Permit Fee	SCC Fee
Service Connection	\$ 100.00	\$ 4.50
Garage/Shop Unit Heater	\$ 150.00	\$ 6.00
Air Test	\$ 100.00	\$ 4.50

Plumbing Permits

Contractor/Journeyman - Plumbing Fee Schedule

Plumbing Fee Schedule		
Number of Fixtures	Permit Fee	SCC Fee
1-3	\$ 100.00	\$ 4.50
4	\$ 115.00	\$ 4.60
5	\$ 120.00	\$ 4.80
6	\$ 125.00	\$ 5.00
7	\$ 130.00	\$ 5.20
8	\$ 135.00	\$ 5.40
9	\$ 140.00	\$ 5.60
10	\$ 145.00	\$ 5.80
11	\$ 150.00	\$ 6.00
12	\$ 155.00	\$ 6.20
13	\$ 160.00	\$ 6.40
14	\$ 165.00	\$ 6.60
15	\$ 170.00	\$ 6.80
16	\$ 175.00	\$ 7.00
17	\$ 180.00	\$ 7.20
18	\$ 185.00	\$ 7.40
19	\$ 190.00	\$ 7.60
20	\$ 200.00	\$ 8.00
Add \$4.00 for each fixture over 20 up to 50		
Add \$3.00 for each fixture over 50		

Home Owner - Fee Schedule

Plumbing - Single Family Dwellings		
Number of Fixtures	Permit Fee	SCC Fee
1-3	\$ 125.00	\$ 5.00
4-6	\$ 150.00	\$ 6.00
7-10	\$ 175.00	\$ 7.00
11-14	\$ 200.00	\$ 8.00
15-18	\$ 225.00	\$ 9.00
Add \$10 per additional fixture		

Plumbing - Manufactured or Ready to Move Home		
Description	Permit Fee	SCC Fee
On Blockings or Piles	\$ 125.00	\$ 5.00
On Basement or Crawlspace	Permit Fee is based on actual number of fixtures including basement rough-in	

Private Sewage Disposal Homeowner Installed System		
Description	Permit Fee	SCC Fee
Septic Tank Only	\$ 175.00	\$ 7.00
Holding Tank	\$ 175.00	\$ 7.00
Homeowner Installed Tank & Field	\$ 500.00	\$ 20.00

Manufactured Home or Ready to Move (RTM)		
Description	Permit Fee	SCC Fee
On Blockings or Piles	\$ 100.00	\$ 4.50
On Basement or Crawlspace	Permit Fee is based on actual number of fixtures including basement rough-in	

Private Sewage Disposal System		
Description	Permit Fee	SCC Fee
Holding Tank	\$ 150.00	\$ 6.00
Septic Tank Only	\$ 150.00	\$ 6.00
Certified Installer Tank & Field	\$ 400.00	\$ 16.00

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum fee of \$4.50 to a maximum of \$560.00

Electrical Permits

Contractor/Journeyman - Electrical Fee Schedule

Electrical Fee Schedule		
Installation Cost (\$)	Permit Fee	SCC Fee
0-1500	\$ 100.00	\$ 4.50
1501-2500	\$ 110.00	\$ 4.50
3501-4000	\$ 120.00	\$ 4.80
4001-4500	\$ 130.00	\$ 5.20
4501-5000	\$ 140.00	\$ 5.60
5001-6000	\$ 160.00	\$ 6.40
6001-7000	\$ 180.00	\$ 7.20
7001-8000	\$ 200.00	\$ 8.00
8001-9,000	\$ 220.00	\$ 8.80
9,001-10,000	\$ 240.00	\$ 9.60
10,001-15,000	\$ 290.00	\$ 11.60
15,001-20,000	\$ 340.00	\$ 13.60
20,001-25,000	\$ 390.00	\$ 15.60
25,001-30,000	\$ 440.00	\$ 17.60
30,001-35,000	\$ 490.00	\$ 19.60
35,001-40,000	\$ 540.00	\$ 21.60
40,001-45,000	\$ 590.00	\$ 23.60
45,001-50,000	\$ 640.00	\$ 25.60
50,001-60,000	\$ 765.00	\$ 30.60
60,001-70,000	\$ 890.00	\$ 35.60
70,001-80,000	\$ 1,015.00	\$ 40.60
80,001-90,000	\$ 1,140.00	\$ 45.60
90,001-100,000	\$ 1,265.00	\$ 50.60
100,001-125,000	\$ 1,415.00	\$ 56.60
125,001-150,000	\$ 1,565.00	\$ 62.60
150,001-175,000	\$ 1,715.00	\$ 68.60
175,001-200,000	\$ 1,865.00	\$ 74.60
200,001-225,000	\$ 2,015.00	\$ 80.60
225,001-250,000	\$ 2,165.00	\$ 86.60
250,001-275,000	\$ 2,315.00	\$ 92.60
275,001-300,000	\$ 2,465.00	\$ 98.60
300,001-325,000	\$ 2,615.00	\$ 104.60
325,001-350,000	\$ 2,765.00	\$ 110.60
350,001-375,000	\$ 2,915.00	\$ 116.60
375,001-400,000	\$ 3,065.00	\$ 122.60
400,001-450,000	\$ 3,365.00	\$ 134.60
450,001-500,000	\$ 3,665.00	\$ 146.60
500,001-550,000	\$ 3,965.00	\$ 158.60
550,001-550,000	\$ 4,265.00	\$ 170.60
600,001-650,000	\$ 4,565.00	\$ 182.60
700,001-750,000	\$ 5,165.00	\$ 206.60
750,001-800,000	\$ 5,465.00	\$ 218.60
800,001-850,000	\$ 5,765.00	\$ 230.60
850,001-900,000	\$ 6,065.00	\$ 242.60
900,001-1,000,000	\$ 6,515.00	\$ 260.60
Over 1 Million	Additional \$200 over \$1,000,000 Value	

Home Owner - Fee Schedule

Electrical - NEW Single-Family Dwellings		
Square Footage Being Wired	Permit Fee	SCC Fee
Up to 1000	\$ 170.00	\$ 6.80
1001-1200	\$ 190.00	\$ 7.60
1200-1500	\$ 210.00	\$ 8.40
1501-2000	\$ 230.00	\$ 9.20
2001-2500	\$ 250.00	\$ 10.00
2501-3500	\$ 275.00	\$ 11.00
Over 3500	\$375 plus \$0.10 per square foot	
Attached Garage	Add \$75.00	

Electrical - Additions or Renovations (Includes Basements, Minor Work)		
Installation Cost *	Permit Fee	SCC Fee
Up to 500	\$ 100.00	\$ 4.50
501 to 1000	\$ 125.00	\$ 5.00
1001 to 2000	\$ 140.00	\$ 5.60
2001 to 3000	\$ 150.00	\$ 6.00
Over \$3000 Use Sq Ft Fee Schedule Above		

Electrical - Miscellaneous (Contractor/Journeyman or Homeowner)		
Description	Permit Fee	SCC Fee
Permanent Service Connection Only	\$ 100.00	\$ 4.50
Detached Garage/Shop - Under 1200 sq ft	\$ 150.00	\$ 6.00
Detached Garage/Shop - Over 1200 sq ft	\$ 300.00	\$ 12.00
Service Upgrade (100 Amps Max)	\$ 150.00	\$ 6.00
Hot Tub Connection	\$ 150.00	\$ 6.00
Temporary Power	\$ 100.00	\$ 4.50
Underground Power	\$ 100.00	\$ 4.50
Sign (Electrical Connection Only)	\$ 100.00	\$ 4.50
Annual Permits (Per Address)	\$ 300.00	\$ 12.00

*To determine the installation costs for Homeowners doing their own work, the following calculation will be used: Cost of Materials
x 2

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum fee of \$4.50 to a maximum of \$560.00

Building Permits

Residential Installations (Minimum \$250.00)	
Description	Permit Fee
New Construction	\$6.50 per \$1000 project value
Manufactured Homes & Ready To Move (RTM) Modular Homes - No basement	\$0.30 per square foot
Manufactured Homes & Ready To Move (RTM) Modular Homes - Basement	\$0.40 per square foot
Additions/Renovations	\$8.00 per \$1000 of Project Value
Secondary Suites (Basement)	\$0.35 per square foot
Basement Development	\$225.00 Minimum

Residential Garages, Accessory Buildings, Retaining Walls and Decks (Minimum \$150.00)	
Description	Permit Fee
108 - 225 sq ft	\$150.00
226 - 399 sq ft	\$250.00
400-590 sq ft	Minimum \$350.00
590+ sq ft (Requires Engineering)	Minimum \$450.00

Demolition or Building Move	
Description	Permit Fee
Residential - Garage	\$100.00
Residential - House	\$150.00
Commercial/Industrial	\$500.00
Commercial/Industrial Partial Demo	\$300.00

Non-Residential (Minimum \$300.00)	
Description	Permit Fee
New Construction	\$7.00 per \$1000 of Project Value
Additions/Renovations	\$7.00 per \$1000 of Project Value
Change of Occupancy	\$300.00

Building Fees - Miscellaneous	
Description	Permit Fee
Tenant Improvements (no structural alterations)	Minimum \$200.00
Additional Inspection or Private Inspection	\$100.00
Wood burning Stove	Min \$150 Residential Min \$250 Commercial
Occupancy Permit	\$125.00
Geothermic heating	\$8.50 per \$1000 of Total System Installation Value - Min \$150 Residential/Min \$250 Commercial
Hydronic Heating	Min \$150 Residential Min \$250 Commercial
Fire Alarm/Sprinkler System/ Fire Suppression Systems	\$350.00
Swimming Pool/Hot Tub	\$150.00

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum fee of \$4.50 to a maximum of \$560.00

Building Permits – Minimum Construction Values

Residential Housing	
Description	Per Square Foot
Single Family (Main Floor Level)	\$150.00
Single Family (Other Stories)	\$95.00
Basement	\$30.00 Unfinished, \$75.00 Finished
Multi Family (3 Stories or Less)	\$170.00
Multi Family (More than 3 Stories)	\$155.00
Town Houses or Rows	\$170.00
Garages/Sheds (attached or detached)	\$35.00 (Min. \$250.00)
Carport, Deck, Porch, Entries	\$40.00 (Min \$250.00)
Renovations	\$75.00

Commercial/Industrial (Offices, Restaurants, Service Stations, Malls, Warehouses, Apartments)	
Description	Per Square Foot
Concrete Construction	\$135.00
Masonry Construction	\$135.00
Masonry/Wood/Steel Construction	\$135.00
Steel Construction	\$135.00
Wood Construction	\$120.00
Parkades	\$90.00
Renovations	\$75.00
Institutional & Assembly (Churches, Hotels, Schools, Sports Facilities)	
Description	Per Square Foot
Concrete Construction	\$135.00
Mason and Wood or Steel Construction	\$135.00
Wood Construction	\$120.00
Renovations	\$75.00

Hospitals	
Description	Per Square Foot
Concrete Construction	\$270.00
Mason and Wood or Steel Construction	\$245.00
Wood Construction	\$215.00
Renovations	\$75.00

** Square footage fees in this schedule will be used to determine project value. See additional Building Fees Schedule A.

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum fee of \$4.50 to a maximum of \$560.00

Permits – Miscellaneous

Miscellaneous Permit Fees		
Description	Discipline	Fee
Starting Work Without a Permit	All	Double Permit Fee (Minimum \$250) for All Remaining Permits to be taken out on project
Extra Inspection (No Access/Not Ready)	All	\$100.00
Failure to Submit Verification of Compliance when required by a Safety Codes Officer	All	\$250.00 per offence plus and an additional \$100.00 for each additional month not paid
Failure to recall an inspection when required by a Safety Codes Officer	All	\$150.00/occurrence
Occupying a building prior to final inspection-conducted by a Safety Codes Officer	All	First occurrence: \$400.00 Second and each subsequent occurrence: \$1,000.00 (for the same owner, contractor or agent in the same calendar year)
Continuing to work after a stop work order notice is posted	All	First occurrence: \$500.00 Second and each subsequent occurrence: \$1,000.00 (for the same owner, contractor or agent in the same calendar year)
Renewal/Extension of Permit	Gas, Plumbing, Electrical	One half (1/2) of the permit fee as defined in this Bylaw
Renewal/Extension of Permit	Building Only	\$150.00 Up to 6 Months/ Over 6 Months 1/4 of permit fee as defined in this Bylaw
Amended Plans Review	All	\$30.00 Residential, \$75.00 Non-Residential
Document Re-examination	All	10% of the permit fee as defined in this Bylaw; Minimum \$75.00

SCHEDULE "D"

**Municipality of Crowsnest Pass
Rental Rates for Municipal Lands**

Service Provided	Fee/Unit (\$)
Pasture Rates	\$1.00 per day per animal unit (minimum of 2) plus applicable taxes on land
Serviced Residential Lot Rental	\$140 per month per residential site plus applicable taxes on land

SCHEDULE "E"

Water, Wastewater, Solid Waste and Recycling Tariffs

Tariffs, service charges, deposits, penalties and fines for water, wastewater, solid waste and recycling contained in this schedule are to be charged to all persons who use, receive and/or require utility service connections to the Water and/or Wastewater systems and/or access to the Municipal Solid Waste and Recycling Programs of the Municipality of Crowsnest Pass. Utility services are charged as a package.

All Class 8 and 9 accounts will be accessed based on the total number of beds/units/rooms on the property regardless if some are vacant at times. Consideration may be given to seasonal operations.

Utility accounts will only be setup with the property owner. Additional Utility bills may be issued at the Owner's request to third parties in the form of paperless bills via email only.

Rate Class	Type of Service	Description	Water	Water Tariff	Sewer	Wastewater Tariff	Garbage	Solid Waste Tariff	Recycling	Recycling Tariff
Class 1	Residential	Single-Family Residence (includes Duplexes, Manufactured Homes and Secondary Suites) *One shut-off valve on property	W1	2.5% increase July 1, 2018 FROM: \$31.97 TO: \$32.77 Monthly	S1	2.5% increase July 1, 2018 FROM: \$30.36 TO: \$31.12 Monthly	G1	2.5% increase July 1, 2018 FROM: \$22.52 TO: \$23.08 Monthly	R	2.5% increase July 1, 2018 FROM: \$2.96 TO: \$3.03 Monthly
Class S	Residential	Single-Family Residence Senior's Rate Reduction Program (includes Duplexes, Manufactured Homes and Secondary Suites) *One shut-off valve on property	WS	Increase July 1, 2018 FROM: \$29.01 TO: \$31.19 Monthly	SS	Increase July 1, 2018 FROM: \$23.00 TO: \$27.60 Monthly	GS	Increase July 1, 2018 FROM: \$19.10 TO: \$21.97 Monthly	RS	Increase July 1, 2018 FROM: \$2.63 TO: \$2.89 Monthly

Rate Class	Type of Service	Description	Water	Water Tariff	Sewer	Wastewater Tariff	Garbage	Solid Waste Tariff	Recycling	Recycling Tariff
Class 2	Commercial	Banks and Credit Unions Garages Chiropractor's Clinics Libraries Confectionaries Offices Dentist Clinics Pharmacies Doctor's Clinics Places of Worship Exercise Clubs/Fitness Centres Service Stations Small Retail Stores Funeral Homes Theatres Lumber Yards Legions & Meeting Places/Halls Fast Food Services/Snack Bars Restaurants (seating capacity <20)	W2	2.5% increase July 1, 2018 FROM: \$31.97 TO: \$32.77 Monthly	S2	2.5% increase July 1, 2018 FROM: \$30.36 TO: \$31.12 Monthly	G2	Not Applicable	R	2.5% increase July 1, 2018 FROM: \$2.96 TO: \$3.03 Monthly
Class 3	Commercial	Warehouse Fabrication Manufacturing Machining Welding Shops Large Retail Stores (>6,000 Sq.Ft.) Nippon Institute Restaurants (seating capacity <50)	W3	2.5% increase July 1, 2018 Commercial W2 Rate X 2 FROM: \$63.94 TO: \$65.54 Monthly	S3	2.5% increase July 1, 2018 Commercial W2 Rate X 2 FROM: \$60.72 TO: \$62.24 Monthly	G3	Not Applicable	R	2.5% increase July 1, 2018 FROM: \$2.96 TO: \$3.03 Monthly

Rate Class	Type of Service	Description	Water	Water Tariff	Sewer	Wastewater Tariff	Garbage	Solid Waste Tariff	Recycling	Recycling Tariff
Class 4	Commercial	Places of Entertainment Licensed Areas Restaurants (seating capacity 50+) Schools Forestry Office Provincial Buildings	W4	2.5% increase July 1, 2018 Commercial W2 Rate X 4 FROM: \$127.88 TO: \$131.08 Monthly	S4	2.5% increase July 1, 2018 Commercial W2 Rate X 4 FROM: \$121.44 TO: \$124.48 Monthly	G4	Not Applicable	R	2.5% increase July 1, 2018 FROM: \$2.96 TO: \$3.03 Monthly
Class 5	Commercial	Car Wash Coin Laundry Laundromat	W5	2.5% increase July 1, 2018 Commercial W2 Rate X 6 FROM: \$191.82 TO: \$196.62 Monthly	S5	2.5% increase July 1, 2018 Commercial W2 Rate X 6 FROM: \$182.16 TO: \$186.71 Monthly	G4	Not Applicable	R	2.5% increase July 1, 2018 FROM: \$2.96 TO: \$3.03 Monthly
Class 6	Commercial	Golf Course	W6	2.5% increase July 1, 2018 Commercial W2 Rate X 8 FROM: \$255.76 TO: \$262.16 Monthly	S6	2.5% Increase July 1, 2018 Commercial W2 Rate X 4 FROM: \$121.44 TO: \$124.48 Monthly	G6	Not Applicable	R	2.5% increase July 1, 2018 FROM: \$2.96 TO: \$3.03 Monthly
Class 8	Commercial	Manufactured Home Parks (Single Account for Trailer Park) Residential Apartment Buildings *One shut-off valve on property	W8	2.5% increase July 1, 2018 1/3 X Commercial W2 Rate X Total Number of Beds/Units/Rooms FROM: \$10.66 TO: \$10.93 Monthly per bed/unit/room	S3	2.5% increase July 1, 2018 1/3 X Commercial W2 Rate X Total Number of Beds/Units/Rooms FROM: \$10.12 TO: \$10.37 Monthly per bed/unit/room	G8	Not Applicable	R	2.5% increase July 1, 2018 FROM: \$2.96 TO: \$3.03 Monthly per bed/unit/room

Rate Class	Type of Service	Description	Water	Water Tariff	Sewer	Wastewater Tariff	Garbage	Solid Waste Tariff	Recycling	Recycling Tariff
Class 9	Commercial	Campgrounds/Recreation Parks Cabins/Lodges Hospital Motels/Hotels Nursing Homes Senior's Lodges	W8	2.5% increase July 1, 2018 1/3 X Commercial W2 Rate X Total Number of Beds/Units/Rooms FROM: \$10.66 TO: \$10.93 Monthly per bed/unit/room	S8	2.5% increase July 1, 2018 1/3 X Commercial W2 Rate X Total Number of Beds/Units/Rooms FROM: \$10.12 TO: \$10.37 Monthly per bed/unit/room	G8	Not Applicable	R	2.5% increase July 1, 2018 FROM: \$2.96 TO: \$3.03 Monthly per account

Ad Hoc Service Charges/Fees to be Invoiced as Incurred

Type of Service	Description	Service Fee	Notes
Commercial Waste Water Dumping	Septic and Waste Water Contractors		See Septage Disposal Facility Bylaw
Use of Fire Hydrant and Water	Use of fire hydrant, consumption flow meter and hydrant water	\$60.00 + Water Consumption at \$0.85 per m ³	
Tagging of Past Due Utility Accounts	Penalty warning System	\$60.00	
Water Service Disconnect	During regular working hours	\$80.00	
	Outside of regular working hours	\$320.00	
Water Service Reconnect	During regular working hours	\$80.00	
	Outside of regular working hours	\$320.00	
Thawing Frozen Water Lines	First instance	No charge	
	Second and subsequent Instances	\$120.00 per hour	Includes truck, welder, and operator's wages and benefits
	Calls after hours/weekends or on Statutory Holidays	\$360.00 per hour	Includes truck, welder, and operator's wages and benefits
Fridge & Freezer Freon Removal Charge		\$30.00 per unit	

Deposits

Type of Service	Description	Amount
Use of Fire Hydrant and Water	Use of fire hydrant, consumption flow meter and hydrant water	\$120.00

Fines

Type of Service	Amount
Unauthorized Use of Fire Hydrants	\$500.00
Unauthorized Operation of Service Valves	\$150.00
Destruction or Covering of Service Valves	Cost Recovery
Illegal Dumping or Disposal	\$500.00