

FEE SCHEDULE

PLANNING & DEVELOPMENT
KEEPING YOU INFORMED.



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MUNICIPAL PLANNING COMMISSION (MPC) FEES

The Municipal Planning Commission (MPC) makes decisions on development applications for discretionary uses and variances outside of the Development Officer's authority.

Variance and Discretionary Use MPC Application Fees:

- Prior to development \$358.00
- Post development \$716.00

Variance Application - This may include excess site coverage, rear, front and side yard setbacks (ex. overwidth driveways).

Discretionary Use Application - Uses which are discretionary in a district require approval from MPC (home occupations, day cares, secondary suites, etc.)

MPC Special Meeting Surcharge - If you require a Special Meeting of the MPC to be scheduled, a surcharge of \$358.00 plus the regular Variance or Discretionary Use MPC Application Fee (as listed above) will be charged.

ENCROACHMENT AGREEMENTS

Encroachments into Town property may include retaining walls, fences, buildings, etc. A \$358.00 application fee will be charged for an encroachment agreement, in addition to other costs which may include the preparation and registration of the agreement by the applicant's lawyer.

AMENDMENT REQUESTS

- If an individual wishes to amend a bylaw or propose a new bylaw, an application fee of \$1,680.00 will be charged.
- If the application requested involves amending more than one bylaw, the application is \$1,975.00.

Advertising fees will be charged at cost. The individual is responsible for other costs, such as lawyer fees, surveys, etc.

MAP PRINTING/PHOTOCOPY

- 2'x3' Black & White \$15.00/page
- 2'x3' Colour \$25.00/page
- 3'x4' Black & White \$20.00/page
- 3'x4' Colour \$30.00/page
- Map scanning/Use of Plotter \$ 5.00/page

FREQUENTLY ASKED QUESTIONS

If I pay the application fees for my application to go before the Municipal Planning Commission (MPC), will it be approved?

Payment of fees does not guarantee that the application will be approved. The MPC carefully reviews each application and takes into account specific considerations when making decisions. These considerations involve whether or not the applicant may be caused undue hardship to bring the property or structure into compliance with the current Land Use Bylaw, and considers unique circumstances about the property to warrant a variance of the Bylaw requirements.

If I pay the fees associated with amending the Land Use Bylaw or rezoning an area, will my application get approved?

Approval is never guaranteed. Applications to amend the Land Use Bylaw and to change the land district designation are looked at seriously due to the effect the changes may have on surrounding properties and future developments. Amendments may require the applicant to hold public meetings, and/or provide a report detailing possible impacts on the surrounding areas. For more information, contact the Planning & Development Department.

What if I already opened a business or started my project?

If you have started your project, or opened, before a permit has been issued, permit fees will be doubled, and doesn't guarantee approval.

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PERMIT APPLICATION FEES

Fees must be paid prior to the Town of Whitecourt processing a Development or Building Permit. The fees below are based on pre-development permit applications. If work started, or a business has opened, before a permit is issued, fees will be doubled.

DEVELOPMENT PERMITS

- Permitted use without construction \$48.00
- Permitted use with construction \$48.00 plus \$1.65/m² of building foot print (to max. \$1,650,000)
- Administrative Variance \$185.00 (includes base permit fee)
- MPC Discretionary Use/Variance \$358.00 (includes base permit fee)

BUILDING PERMITS

- Permit Fee \$48.00, plus \$4.50 Safety Codes Fee (provincial government fee)
- Additionally, if you require a Building Permit, you must contact a Safety Codes Officer to review the project and complete the required inspections to ensure that it meets the National Building Code. The Safety Codes Officer will charge a fee separate from those payable to the Town of Whitecourt

FILE REVIEW FEES (per lot)

- Single Family Residential \$35.00 flat fee
- Non-Residential and Multi-Family \$85.00/hour (1 hour minimum charge)
- Environmental File Review \$25.00 plus \$85.00/hour (1 hour minimum charge)

SUBDIVISION DEVELOPMENT

- 1-5 lots \$905.00
- 6-10 lots \$1,165.00
- 11-24 lots \$1,520.00
- 24+ lots \$1,520.00 + \$59.00/lot
- Endorsement of the Subdivision \$40.00/lot (not including Public Utility Lots)

OFF-SITE LEVIES

Off-Site Levies fund the expansion of major roads, and water/sewer treatment facilities. Off-Site Levies are one-time fees typically paid at the time of initial construction.

- Single Family Dwelling Units \$4,586.00/unit (single family, manufactured home, duplex, triplex, fourplex)
- Multi-Family Dwelling Unites \$1,997.00/unit (developments with 5 or more units, including row housing)
- Non-Residential \$53,446.00/hectare

TOWN OF WHITECOURT - PLANNING & DEVELOPMENT DEPARTMENT
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Monday to Friday 8:30 a.m. to 4:30 p.m. (Closed between 12:00 noon and 12:30 p.m.)