



## FEE SCHEDULE: PLANNING SERVICES JANUARY 1, 2017

Planning Services ■ Town of Okotoks, Box 20 (5 Elizabeth St.), Okotoks AB, T1S 1K1 ■ [planning@okotoks.ca](mailto:planning@okotoks.ca) ■ Phone: 403.995.2760 ■ Fax: 403.938.7387

SERVICE	RATE
<b>Certificates of Compliance:</b>	
Residential (Single Detached / Semi-Detached)	\$125.00 per unit
Residential Priority Service – 2 business days (Single Detached/Semi-Detached)	\$250.00 per unit
All Others (Commercial, Industrial)	\$300.00
All Others Priority Service – 2 business days (Commercial, Industrial)	\$600.00
Land Use Bylaw Variance	Development Permit Fee plus \$150.00 per variance
<b>Residential Development Permits:</b>	
New Construction and Additions (Single Detached, Mobile Homes, Duplex, and Multi-Units)	\$400.00 plus \$75.00 per unit
Accessory Buildings and Uses (Garages, Decks, Retaining Walls, Home Occupations, Bed and Breakfasts, Studio Suites)	\$250.00
<b>Commercial / Institutional / Industrial Development Permits:</b>	
New Construction and Additions	\$900.00 plus \$1.00 per m <sup>2</sup>
All Other (Increase in Use, Change in Use, Change in Exterior Finishing Materials, Signage)	\$300.00
<b>Related Development Permit Fees:</b>	
Parking Cash in Lieu	\$8,500.00 per stall
Development Concept Plan	\$500.00
Development Permit Time Extension	\$200.00
Change to Development Permit Approval or Development Concept Plan	\$750.00
Development Appeal	\$250.00
Re-inspection Fee (Development Completions for third and subsequent inspection requests)	\$150.00 per dept
<b>Encroachment Agreement:</b>	
Residential	\$300.00 per unit
Commercial	\$500.00 per unit
Requests to Council regarding Encroachments	\$300 per unit
<b>Miscellaneous Fees:</b>	
File Searches (Real Property Report, Permits, Letter of Zoning)	\$85.00 per dept. plus \$0.25 per copy
Special Municipal Planning Commission Meeting	\$350.00
Direct Control Public Hearing	\$250.00
Requests to Council regarding Planning Matters (e.g. variance to flood proofing)	\$300.00
Pageantry Features Application	\$250.00
License of Occupation	\$250.00

<b>Miscellaneous Fees (continued):</b>	
Street Name Change	\$270.00 plus \$30.00 per address
Address Change	\$300.00
Name Registration	\$50.00
<b>Subdivision Applications<sup>1</sup>:</b>	
Concept Plan	\$1,650.00
Outline Plan	\$2,750.00 or \$275.00/hectare (whichever is greater)
Outline Plan Revisions	50% of current fee
Tentative Plan (conforms to an Outline Plan)	\$2,500.00 or \$250.00 per lot (whichever is greater)
Tentative Plan (does not conform to an approved Outline Plan)	\$2,750.00 or \$275.00 per lot (whichever is greater)
Subdivision Endorsement Fee	\$600.00 or \$100.00 per lot (whichever is greater)
Tentative Plan (maximum two lots; single and semi-detached dwellings includes endorsement)	\$770.00
Tentative Plan (maximum two lots; other land uses includes endorsement)	\$1,100.00
Subdivision Time Extension	\$200.00
Minor Revisions to Subdivision Approval	\$200.00
Subdivision Appeal	\$250.00
Condominium Conversions	\$40.00 per unit
<b>Statutory Plans, Road Closure and Municipal Reserve Disposal:</b>	
Amendments to Land Use Bylaw, MDP, ASP, or ARP <ul style="list-style-type: none"> <li>• Minor (no change in use or density)</li> <li>• Major (new districts, change in use, change in density, re-designation)</li> </ul>	\$1,200.00 \$2,500.00 or \$250.00/hectare (whichever is greater)
• Direct Control	\$3,500.00
Other (Municipal Reserve Designation, Removal and Disposition, Road Closure)	\$800.00
Area Structure Plan	\$10,000.00
<b>Antennas:</b>	
Cell Towers	\$2,500.00
Amateur Radio Towers	\$250.00
<sup>1</sup> No fee for lots designated as reserve (MR, MSR, ER) or utility lots. Tentative Plan fees used for Bareland Condominium Plans.	
Applicant is responsible for any additional fees that may be incurred by the Town as a result of the location, design, or unique characteristics or circumstances of a particular subdivision application, including but not limited to: Land Appraisal, Consulting Fees and Legal Fees.	