

**SUMMER VILLAGE OF BIRCHCLIFF  
FEES BYLAW  
BYLAW NO. #220-19**

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*A bylaw of the Summer Village of Birchcliff in the Province of Alberta to establish the fees to be charged to provide information regarding taxes, assessment, development, overweight permits and general office services.*

**WHEREAS** pursuant to the authority conferred upon it by the Municipal Government Act, Statutes of Alberta, 2000, Chapter M-26 and amendments thereto, the Council of the Summer Village of Birchcliff, in the Province of Alberta has the power to impose certain charges for the issuance of information on taxes, assessment, development and general office services.

**AND WHEREAS** it is deemed necessary and expedient by the Municipal Council of the Summer Village of Birchcliff to impose certain charges for the issuance of certain information and documents.

**NOW, THEREFORE, THE COUNCIL OF THE SUMMER VILLAGE OF BIRCHCLIFF, DULY ASSEMBLED, ENACTS AS FOLLOWS:**

1. This by-law may be referred to as the fees for office services.
2. In this by-law:
  - a. “Administrator” means the Chief Administrative Officer of the Summer Village.
  - b. “Council” means the Municipal Council of the Summer Village of Birchcliff.
  - c. “Fees” means the charges established in schedule A of this by-law.
3. That this bylaw shall come into full force and effect as, on and from the date of the final passing of same.

Bylaw #209-18 is hereby rescinded.

This Bylaw comes into force on the day it is finally passed.

Read a first time this 19<sup>th</sup> day of September, 2019.

Read a second time this 19<sup>th</sup> day of September, 2019.

Read a third time and finally passed this 19<sup>th</sup> day of September, 2019.

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ROGER DUFRESNE, MAYOR

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CORINNE NEWMAN, INTERIM CAO

**SUMMER VILLAGE OF BIRCHCLIFF  
BYLAW NO. 209-18  
SCHEDULE "A"**

- 1. Tax Certificates ..... \$25.00**  
Upon request in writing, the Administrator and/or their designate shall issue a certificate showing whether or not all taxes in respect of any assessable parcel of land or other property have been paid and if not, the amount of current taxes and arrears payable against the parcel or other property.
- 2. Tax Search ..... \$25.00**  
Upon request in writing for tax roll and / or assessment information, (including a legal description or civic address of the parcel by which it can be located) is obtained directly from the Summer Village's computer system.
- 3. Additional Information ..... \$25.00**  
A customer requesting additional information and/or assessment information that is not readily available from the computer system.
- 4. Development Permit ..... \$200.00**  
Dwellings over 1500 sq. ft. in floor area will be charged additional \$0.10/sq. ft.
- 5. Discretionary Use/Variance Requests ..... \$100.00**  
Development applications for discretionary uses or variance requests submitted to the Municipal Planning Commission for approval/denial.
- 6. Amendments to Development Permit ..... \$200.00**  
Significant amendments to an existing development permit. Implementing the fee shall be at the discretion of the Chief Administrative Officer or delegate.
- 7. Subdivision and Development Appeal Board..... \$400.00**  
Appeals made to the Subdivision and Development Appeal Board.
- 8. Compliance Certificate..... \$100.00**  
Upon request in writing accompanied by a cheque in the amount of \$ 100.00, a compliance certificate shall be issued. RPR's must be dated within 30 day and have 2 copies.
- 9. Photocopy Charges ..... \$0.50**  
Upon request for photocopies of any documents retained at the Administration Office a fee of \$0.50 per copy shall be collected.
- 10. Fax Charges..... \$1.00**  
Upon a request to receive or send a fax a fee of \$ 1.00 per page for an incoming fax, and \$ 2.00 per page for a local and long distance outgoing fax, and \$ 10.00 for the first page and \$ 2.00 for every page thereafter for an overseas outgoing fax shall be collected.
- 11. Special Information ..... \$50.00**  
Upon a request in writing for information other than tax roll and/or assessment that is not readily available a charge of \$50.00 per hour to compile the information shall be collected.
- 12. Shoreline Restoration ..... \$25.00**  
Upon a customer requesting a permit for Shoreline Restoration be charged a fee of \$25.00.

- 13. Tree Cutting Permit ..... \$10.00**  
Upon a customer requesting a permit to cut trees a fee of \$10.00 will be changed.