

**TOWN OF CROSSFIELD
FEES AND RATES BYLAW
BYLAW NO. 2026-01**

Being a bylaw of the Town of Crossfield, in the Province of Alberta, for the purpose of setting fees for services provided by the Town in accordance with the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26 and amendments thereto:

WHEREAS, in accordance with the Municipal Government Act, and amendments thereto, a municipality may pass a bylaw establishing fees to charge for providing goods and services.

NOW, THEREFORE, the Council of the Town of Crossfield in the Province of Alberta, duly assembled, hereby enacts as follows:

SECTION 1: TITLE

- 1.0 That bylaw shall be known as the **“Fees and Rates Bylaw 2026-01”**

SECTION 2: DEFINITIONS

- a) **“Chief Administrative Officer”**: shall mean a person appointed as Chief Administrative Officer under the Municipal Government Act, 2000, Chapter M-26 and amendments thereto.
- b) **“Council”**: shall mean the Council of the Town of Crossfield.
- c) **“Town”**: the Municipality Corporation of the Town of Crossfield.
- d) **“Local rate”**: shall mean the applicable fee or rate when the address is in Crossfield or within the Crossfield Recreation catchment area.
- e) **“Non-local rate”**: does not meet the definition of local rate.
- f) **“Overtime”**: Town business/work that occurs outside of regular hours or is on a weekend or statutory holiday.
- g) **“Statutory Holiday”**: A public holiday recognized under Alberta Law.

SECTION 3: APPLICATION

Unless prior written approval is obtained from the Chief Administrative Officer or designate, when information is released or services performed, or goods sold by the Town, the Town shall charge fees as established in Schedule A, attached hereto.

The fees and rates are effective January 1, 2026, unless otherwise indicated in Schedule A.

SECTION 4: ENACTMENT

4.1 Bylaw No. 2025-15 is hereby repealed in its entirety.

4.2 Bylaw 2026-01 is passed when it receives third reading and is signed by the Mayor and the Chief Administrative Officer or designate, as per the *Municipal Government Act*.

Given first reading this 17 day of February 2026.

Given second reading this 17 day of February 2026.

Given unanimous consent to go to third reading on this 17day of February 2026.

Given third and final read this 17 day of February 2026.



Mayor Harris



Kinza Barney
Chief Administrative Officer

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Schedule A Fees & Rates

Administrative

GST	Service Description	Fee
T	A copy of any bylaw or resolution or a part thereof written or printed or otherwise reproduced and used the seal of the Municipality certified to be a true copy by the Chief Administrative Officer.	\$2.00/ Page
T	Administrative Personnel	\$30.00/hour
T	Computer printed sheets	\$1.00/page
T	Public Request of Photocopies	\$1.00/copy
T	Tax records (photocopy/emailed)	\$1.00/page
	Inspection of the Assessment Roll	No Charge
E	NSF Charges	\$38.00
E	Property Tax Assessment Complaint (Local Assessment Review Board)	\$100.00/property
E	Composite Assessment Complaint	\$250.00/property
	Tax Certificates	\$43.00/property
	RUSH Tax Certificates (within 3 business days)	\$65.00 /property

Miscellaneous Applications & Fees

GST	Service Description	Fee
E	Zoning Confirmations Letter	\$150.00
E	Environmental & Tax Roll File Search	\$100.00
E	Certificate of Compliance – non-residential property (within 14 business days)	\$165.00 /property
E	RUSH Certificate of Compliance - non-residential property (within 3 business days)	\$250.00/property
E	Certificate of Compliance – Residential property (within 14 business days)	\$108.00/property
E	RUSH Certificate of Compliance - Residential property (within 3 business days)	\$160.00/property

Access to Information Act (ATIA) requests

NOTE: Alberta’s ATIA legislation and regulations set out the services that a public body may charge when processing a request for access and the maximum fees that may be charged for each service. The Town of Crossfield’s schedule is in accordance with sections 13 to 16 - Fees of the ATIA Regulation.

GST	Service Description	Fee
	<i>Non–Personal Information</i>	
E	Request for access to a record other than the applicant’s own personal information	\$25.00 – non-continuing request
E	Continuing request for access to a record other than the applicant’s own personal information	\$50.00 for a continuing request
E	In addition to the initial fee, fees in accordance with Schedule 2 of the FOIP Regulations may be charged if the amount of the fees, as estimated by the Town to which the request has been made, exceeds \$150.00.	
E	Where the amount estimated exceeds \$150.00 for general request. The total amount is charged	
E	<i>Personal Information</i>	
E	Request for access to a record for an applicant’s information	Free
E	Where estimated fees exceed \$10, for personal information request.	The total amount is charged.
E	Only fees for producing a copy of a record in accordance with items 3 to 6 of Schedule 2 of the FOIP Regulations may be charged if the amount of the fees as estimated by the Town to which the request has been made exceeds \$10.	

Water & Wastewater Utility

Water and Sewer Utility and Residential Garbage and Recycling rates will be effective for March 25, 2026 billing. Bi-monthly water and sewer and curbside garbage and recycling billing will be replaced by monthly billing effective March 25, 2026.

GST	Service Description	Fee
Residential & Commercial		
E	Monthly minimum Service Charges – Residential & Commercial	\$33.94 for 11.35m ³
	Over the minimum 11.35 m ³	\$4.69 per cubic meter (m ³)
	Minimum Utility Charge* – Single Detached/Semi-Detached/Townhouse dwelling units	15.9 m ³ (7,000 gallons)
	Minimum Utility Charge* – Multi-dwelling units/commercial	Based on historical consumption
E	Wastewater Services	75% of water charges levied
Industrial		
E	Monthly minimum Service Charges – Industrial	\$41.92 for 11.35 m ³
	Over the minimum 11.35 m ³	\$5.23 per cubic meter (m ³)
	Minimum Utility Charge* – Industrial	Based on historical consumption
E	Wastewater Services	95% of water charges levied
Administrative Rates		
E	Paper Utility Bill - residents 60 years of age & over are exempt	\$2.00/bill
E	Meter Accuracy Test	\$500.00
E	Water Service Callout (water turn on or shut off, data log request)	\$50.00
E	Administration Fee	
E	(new utility account utility services, off-cycle meter read, transferring of outstanding utility accounts to tax roll accounts)	\$55.00
	Penalties on all amounts in arrears	7% per Bi-monthly bill
Utility Service Connection Fees**		
E	Water Service	\$1,500.00 per new connection
E	Wastewater Service	\$1,500.00 per new connection

Water Meters: Purchasing of a Remote Water Read System must be completed at the Town Office. Fees for Remote Water read systems are subject to change due to fluctuations in market prices. Information regarding meter prices is available at the Town Administration Office.

***Minimum Utility Charge:** This charge is for properties receiving municipal water service where remote meter reading is not possible due to an obsolete meter or a missing meter. The minimum charge for single detached, semi-detached and townhouse dwelling units is based on the upper quartile consumption for these unit types. The minimum charge for multi-dwelling units, commercial and industrial properties is based on the most recent consumption data for that property when meter reads were possible. In accordance with the Town's Water and Wastewater Bylaw, each water service connection shall be measured by a meter. Properties without a water meter may be in contravention of the Water and Wastewater Bylaw and incur penalties in accordance with the bylaw.

****Utility Service Connection Fees:** Applied to all new connections to the Town water and wastewater system where the owner or any prior owner has not already paid a corresponding fee for connection, nor paid any corresponding developer charges, levies or costs.

Bulk Water

GST	Service Description	Fee
E	Bulk Water Rate	\$5.52/m ³
	Administration Set up Fee	\$55.00
	Re-connection fee	\$50.00

Recycling

GST	Service Description	Fee
E	Curbside Recycling – Residential	\$3.50 monthly
E	Recycling Fee Commercial/Industrial	\$5.33 monthly
	Blue Bin Contamination Charge	As outlined within the monthly service contract invoice
	Lost or Stolen Recycling Cart – 1 st Incident	No Charge
	Lost or Stolen Recycling Cart – 2 nd Incident	\$40.00
	Lost or Stolen Recycling Cart Replacement thereafter	\$76.00
	Damaged Recycling Cart Replacement caused by the services provider	At cart replacement cost
	Damaged Recycling Cart Replacement caused by property owner - 1 st incident	No Charge
	Damaged Recycling Cart Replacement caused by property owner 2 nd incident	\$40.00
	Damaged Recycling Cart Replacement caused by Property owner thereafter	\$76.00

Garbage

GST	Service Description	Fee
E	Residential & Commercial weekly garbage pick-up** ** Weekly garbage pick-up may be waived for commercial and if the businesses provide to the Town Administration Office a copy of their written contract with an alternate service provider confirming that garbage pick-up services will be provided by a private firm.	\$31.75 bi-monthly
	Lost or Stolen Recycling Cart – 1 st Incident	No Charge
	Lost or Stolen Recycling Cart – 2 nd Incident	\$40.00
	Lost or Stolen Recycling Cart Replacement thereafter	\$76.00
	Damaged Recycling Cart Replacement caused by the services provider	At cart replacement cost
	Damaged Recycling Cart Replacement caused by the property owner - 1 st incident	No Charge
	Damaged Recycling Cart Replacement caused by the property owner 2 nd incident	\$40.00
	Damaged Recycling Cart Replacement caused by the Property owner thereafter	\$76.00
E	Transfer Site users	\$3.00/bag to a max of five (5) bags, thereafter \$25.00 for a ½ ton truck load. \$40.00 for over a ½ ton truck load. \$40.00 for large furniture, appliances.

Cemetery

GST	Service Description	Fee
Cemetery Plots		
T	Plot Purchase	
	Local Plot Purchases	\$1,000.00
	Local Military Veterans Plot Purchases	\$750.00
	Non-Local Plot Purchase	\$1,595.00
	Non-local Military Veterans Plot Purchases	\$1,200.00
	Province of Alberta Funeral Benefits	\$1,755.00
T	Internment	
	Summer (April 1 to October 31)	
	Local Open and Close Plot (Full Casket)	\$600.00
	Non-local Open and Close Plot (Full Casket)	\$750.00
	Local Open and Close Plot (Cremations)	\$380.00
	Non-local Open and Close Plot (Cremations)	\$525.00
	Winter (Nov 1 to March 31)	
	Local Open and Close Plot (Full Casket)	\$900.00
	Non-local Open and Close Plot (Full Casket)	\$1,088.00
	Local Open and Close Plot (Cremations)	\$580.00
	Non-Local Open and Close Plot (Cremations)	\$720.00
	Heritage Section	
	(Open and Close Plot (Full Casket*))	\$1,088.00
	Open and Close Plot (Cremations)	\$720.00
	<i>*Full casket internment within the Heritage Section will be considered on a case-by-case basis to ensure compatibility with requirements due to the age of this area.</i>	
T	Disinterment	
	Casket	\$1,595.00
	Cremation (Urn)	\$600.00
T	Monument Placement Permit	\$120.00
	Additional Charge	\$250.00
	<i>For services held on a weekend, afterhours or on a statutory holiday</i>	
Columbarium Niches		
	Columbarium Niches (h) 11 ¼" x (w) 11 ¼" x (d) 15 ¼" <i>(Includes Niche for 2 people, 1st Opening and Closing of Niche, Niche Plate Wreath purchase and perpetual care).</i>	\$2,320.00
	<i>Niche Plate Wreath must be ordered at time of Niche purchase</i>	
T	2 nd Open & Close of Niche	\$150.00
	Niche Plate Wreath updates/changes (including date tabs)	Market value at time of update
T	Disinterment	
	Cremations (Columbarium niche)	\$250.00

Operational Services

GST	Service Description	Fee
T	#6 Kenworth Tandem Gravel Truck	\$338.00/hour
T	#7 Street Sweeper	\$325.00/hour
T	#8 Truck and Operator	\$175.00/ hour
T	#9 Ford ½ Ton	\$188.00/ hour
T	#12 Truck and Foreman	\$214.00/hour
T	#13 1 Ton truck w/dump box	\$260.00/ hour
T	# 18 Case Backhoe	\$351.00/hour
T	#23 18 Flat Deck trailer	\$98.80/hour
T	#40 Portable Steamer	\$169.00/hour
T	#101 140H Cat Grader	\$468.00/hour
T	#102 International 5 Ton chips (full load 4 tons)	\$338.00/hour \$79.30/ton
T	#103 Sewer Flushing	\$340.60/hour
T	#104 Skid Steer	\$260.00/hour
T	#109 Line Painter	\$195.00/hour
T	#110/111 22" Weed Trimmer	\$124.80 each/day
T	Barricades (max 10)	\$70.20/day
T	2" 110 Volt Pump	\$85.80/hour
T	Sewer Camera	\$312.00/usage Evening/Weekends \$468.00/usage
T	Skid Steer with powered attachments	\$299.00/hour
T	Cat Wheel Loader	\$325.00/hour
T	Cat Snow Blower	\$299.00/hour
T	Walk behind gas power broom	\$110.50/hour
T	Backpack blower	\$84.50/hour
T	Personnel Rates	\$65.36 /hour

All equipment will be charged per hour and at a 1-hour minimum.

Transportation Routing and Vehicle Information System – Multi Jurisdiction (TRAVIS-MJ)

GST	Service Description	Fee
T	Fixed Municipal Fee	\$25.00/permit
T	Cancellation Fee	\$25.00/permit

Fire Services and Personnel

GST	Service Description	Fee	Alberta Transportation Fees Fees are charged for first full hour then by ¼ hours
E	154 Aerial	\$955.00/hour	
E	154 Bush Buggy	\$415.00/hour	
E	154 Engine	\$955.00/hour	
E	154 ERU	\$415.00/hour	As outlined from Alberta Transportation and subject to change from time to time.
E	154 Fire Engine	\$955.00/hour	
E	154 Rescue	\$955.00/hour	
E	154 Tender	\$955.00/hour	
E	155 Engine	\$955.00/hour	
E	155 Bush Buggy	\$415.00/hour	
E	Fire Investigation (Town of Crossfield Boundaries only)	\$100.00/hour + expenses and third-party costs	
E	False Alarm Response (First response)		
	Residential	No Charge	
	Non-Residential	No Charge	
E	False Alarm Response (Second & subsequent responses in 30 days or multiple in a calendar year)		
	Residential	\$200.00/response	
	Non-Residential	\$300.00/response	
E	Mutual Aid/Contracted Response	Mutual Aid /Contracted Response rate	
	Specialized Services:		
T	Foam use	Market replacement rate	
T	Absorbent materials	\$60.00/bag	
T	Hazmat supplies	At cost + 15%	
T	Specialized rescue equipment	At cost + 20%	
T	Fencing/Security	At cost + 20%	
E	Firefighters – (Paid on Call)	\$85.00/hour	
E	Fire Chief	\$90.00/hour	
T	Fire Hall Rental for Training Room	\$85.00/day \$58.00/half day	
E	Fire Permit	\$80.00	

Parks Equipment

GST	Service Description	Fee
T	#200 John Deere 110 Tractor	\$221.00 /hour
T	Kubota ZD 331 Zero Turn Mower	\$208.00/hour
T	John Deere Rough Cut Mower	\$273.00/hour
T	Kubota RTV x 1100c	\$156.00/hour
T	Toro Self-Propelled Push Mower	\$124.80/mower/hour
T	Weed Whipper, Gas Powered	\$124.80/ hour
T	Walk behind snow blower	\$110.50/hour
T	Echo Rototiller	\$157.00/hour
T	Parks Truck and Operator	\$175.00/hour
T	Personnel Rates	\$65.36/hour

All equipment will be charged per hour at a 1-hour minimum.

Amery Park Community Garden

GST	Service Description	Fee
T	1 st Rental of 9' x 2' garden plot	\$25.00/plot
T	Subsequent rental of 9' x 2' garden plot	\$15.00/plot

Family and Community Support Services (FCSS)

GST	Service Description	Fee
E	Registered and Drop-In (Instructor Led) FCSS Programs	\$Variable/each

Sports Field User Fees

GST	Service Description	Fee
	Ball Diamonds <i>"Use" is defined as a maximum 3-hour time slot</i>	
	Minor Baseball	
T	Local	\$12.75 /use
T	Non-local	\$26.00/use
	Slo-Pitch	
T	Local - league	\$29.60/use
T	Non-local	\$70.00/use
	Adult/Private	
T	Local	\$42.00/use
	Non-local	\$70.00/use
	Tournaments:	
T	Local - Youth	
	Full Day (greater than 4 hrs)	\$95.00/full day/diamond
	Half Day (4 hrs or less)	\$52.00/half day/diamond
T	Non-local - Youth	
	Full Day (greater than 4 hrs)	\$115.00/full day/diamond
	Half Day (4 hrs or less)	\$65.00/half day/diamond
T	Local - Adult	
	Full Day (greater than 4 hrs)	\$135.00/full day/diamond
	Half Day (4 hrs or less)	\$72.00/half day/diamond
T	Non-local - Adult	
	Full Day (greater than 4 hrs)	\$205.00/full day/diamond
	Half Day (4 hrs or less)	\$118.00/half day/diamond
	Ball Diamond One Time Rentals	
T	Local	\$42.00/use
T	Non-local	\$70.00/use
	Soccer Field	
	Local - Youth	\$10.25/use
	Non-local - Youth	\$20.50/use
	Local - Adult	\$20.50/use
	Non-local - Adult	\$31.00/use
	Pickleball	
	Adult/Youth	\$10.50/use

Arena Rates

GST	Service Description	Fee
		Rental Rate
	Ice Surface	
T	Local Minor Hockey and Figure Skating	\$135.00 /hour
T	Men's and Ladies Hockey	\$171.00 /hour
T	Non-Prime Time Ice	\$110.00/hour
T	Non-Local	\$220.00 /hour
		Other Rates
	Statutory Holiday Ice Rental (effective January 1, 2026)	175.00/hour
T	Dry pad floor rate (e.g., Lacrosse, floor hockey)	\$90.00/hour
T	Dry pad floor rate – Daily Rate (e.g., non – recreational activities, fundraisers, tradeshow, etc.) Max 8 hours (over 8 hours will be charged the hourly rate)	\$800.00
T	Lions Loft	\$200.00/day
T	Lions Loft Hourly Rate	\$32.00/hour
T	Lions Loft Damage Deposit – Full Day	\$300.00
T	Ag Room (non-user group)	\$40.00/meeting
		Arena Advertising
	Arena Boards	
	Single year	\$300.00/year/sign
	Multi-year	\$250.00/year/sign
	Installation Cost (one-time fee)	\$50.00
	Behind Benches Wall Boards	
	Single year	\$350.00/year/sign
	Multi-year	\$300.00/year/sign
	Installation Cost (one-time fee)	\$50.00/application

Arena Rates will be effective for the 2026-2027 season, starting August 1, 2026, unless otherwise noted.

Crossfield Community Centre

GST	Service Description	Fee
Main Hall (includes Kitchen)		
T	Local Users	\$800.00
T	Local Weekend Rate (Friday 3 p.m. to Sunday 12:00p.m.)	\$1140.00
T	Non- Local	\$1530.00
T	Out-of-Town Weekend Rate (Friday p.m. to Sunday 12:00 p.m.)	\$1885.00
T	Early Set-Up (Day before event at 3 p.m. includes kitchen)	\$220.00
T	Late Clean-Up (Day after event until 12:00 p.m. includes kitchen)	\$220.00
Damage Deposits		
E	Local Damage Deposit	\$1,000.00
E	Non-Local Damage Deposit	\$5,000.00
Multi-Purpose Room		
T	Local Users	\$205.00
T	Non-Local Users	\$380.00
T	Add Kitchen with Room Rental	\$115.00
T	Early Set-Up (Day before the event at 3 p.m.)	\$85.00
T	Late Clean-Up (Day after the event until 12:00 p.m.)	\$85.00
Damage Deposits		
	Local Damage Deposit:	\$500.00
	Non-Local Damage Deposit:	\$2,000.00
Funeral & Event Rate (Main Hall & Kitchen) (Mon. – Thurs. 9:00 a.m. – 6:00 p.m.)		
T	Local User	\$500.00
	Local Damage Deposit	\$500.00
T	Non-Local Users	\$800.00
	Non-Local Damage Deposit	\$2,000.00
Half Day Rentals (Main Hall & Kitchen) (Max 4 hours)		
	Local Users	\$400.00
	Local Damage Deposit	\$500.00
	Non-Local Users	\$550.00
	Non-Local Damage Deposit	\$1,000.00
Other Rates		
T	Kitchen Use Only	\$220.00
	Kitchen Use Damage Deposit	\$500.00
Hourly Rate Max = 2 hours(weekly programming) over 2 hours = charged daily rate for that room)		
T	Local	\$27.00/hour
	Non-Local	\$34.00/hour
T	Security for Out-of-Town Rentals (2 guards)	\$75.00/hour
T	Security for Out-of-Town Rentals (2 guards) – STAT Holiday	\$105.00/hour
T	Cleaning Surcharge (withdrawn from Damage Deposits)	\$250.00/hour
	Lost Hall Keys (per set – front door key & room key)	\$60.00
Parking Lot		
Damage Deposit		
T	Local Damage Deposit	\$1,000.00
T	Non-Local Damage Deposit	\$2,000.00
Parking Lot Use (per day)		

T	Local Parking Lot Use Only	\$500.00
T	Non-Local Parking Lot User Only	\$800.00
T	Local Parking Lot Use with Hall Restrooms	\$650.00
T	Non-Local Parking Lot Use with Hall Restrooms	\$950.00

Animal Control

GST	Service Description	Fee
E	Spayed or Neutered Dogs	\$25.00 /dog –Annually Jan- Dec
E	Other	\$40.00 /dog –Annually Jan – Dec
E	Replacement Tag	\$2.00/tag
E	Restricted Dog License	\$105.00/dog

Business Licenses

GST	Service Description	Fee
E	In Town Business	\$75.00
	Out of Town Business	\$105.00
E	After July 1 of the calendar year (Pro-rated licensing fee for new In Town businesses)	\$40.00
E	After July 1 of the calendar year (Pro-rated licencing fee for new Out of Town businesses)	\$55.00
E	Temporary Business License (72 hrs)	\$45.00

Development Permits

GST	Service Description	Fee
	Residential	
	New Construction	
	Single Detached/Duplexes/Semi- Detached	\$250.00
	Single Detached (with Secondary Suites)	\$400.00
	Modular Home/Manufactured homes/Pre-Fabricated homes	\$200.00
	Triplex/Fourplex	\$300.00 + \$50.00/dwelling unit
	Apartments/Attached Housing/Dwelling Groups	\$300.00 + \$50.00/dwelling unit
	Discretionary Uses/Variances (except on existing development where a variance is granted to a non-conforming building in which case there is no charge)	\$300.00
	Addition Includes: Addition to home, mobile home, deck expansion, run room, deck enclosure	\$300.00
	Accessory Building	\$100.00
	Secondary Suite to an existing residential building	\$500.00
	Residential Move On – In-Fill	\$350.00
	Fence Construction/Misc. (i.e. new driveway)	\$75.00
	Deck, Deck Expansion, Deck Cover (not enclosure, see addition)	\$100.00
	Home Occupations/Home Offices	\$120.00
	Non-Residential	
	New Construction Industrial/Commercial/Mixed Use	\$1,500.00
	Addition and Renovations	\$320.00
	Accessory Building	\$250.00
	Variances (except on existing development where a variance is granted to a non-conforming building in which case there is no charge)	\$300.00/variance
	Mobile and temporary food vendors/trucks & mobile and temporary sales and services	\$120.00
	Change of Use or Name	
	Change of Use – Commercial	\$250.00
	Change of Use – Industrial	\$250.00
	Change of Name	No Charge
	Miscellaneous	
	Development Permit (Pre-submission Review with Planners/Engineers)	\$225.00
	Development Appeal Fee	\$250.00
	Demolition	\$100.00
	Amendments to Development Permits	\$50.00

Sign Permits

GST	Service Description	Fee
E	Sign Permits	\$110.00/sign

Statutory Plans

GST	Service Description	Fee
E	Area Structure Plan Review	\$7,500.00
E	Amendments (MDP, ASP, LUB)	
	Minor (no changes in use or density)	\$3,000.00
	Major (new districts, change in use, change in density,)	\$5,000.00

Amendment (Land Use Bylaw Redesignation)

GST	Service Description	Fee
E	Flat fee for the first 5 lots	\$2,000.00
E	Plus, per lot fee for each additional up to 50 lots	\$250.00
E	Plus, per lot fee for each additional lot thereafter	\$100.00
E	Municipal and Institutional District/Urban Reserve	\$1,085.00/district
E	Direct Control District	\$2,000.00 /district

Subdivision

GST	Service Description	Fee
E	Subdivision Application	\$2,500.00 + \$190.00/new lot
E	Subdivision – Instrument (subdivision of existing lots)	\$2,500.00
E	Subdivision Approval Time Extension	\$200.00
E	Subdivision Appeal Fee	\$1,000.00
E	Subdivision Endorsements	
E		Per lot fee, first 10 lots \$500.00
E		Per lot fee for each additional lot \$75.00
E		Per unit fee for Building Condominium Plan \$100.00

Redesignation or Subdivision Application Withdrawal

GST	Service Description	Fee
	Application is withdrawn prior to file circulation	85% fee refund
	Application is withdrawn during or after circulation and before staff report is complete	50% fee refund

Grade Slip

GST	Service Description	Fee
E	Grade Slip Deposit <i>(for new residential development per current grade slip bylaw)</i>	\$1,000.00
E	Grade Slip - Administration Fee (non-Refundable) <i>(for review of As Constructed Grade Certificate)</i>	\$250.00
E	Grade Slip – Filing Extension Application Fee (non-refundable)	\$100.00
E	Grade Slip - Filing Extension Application Fee <i>(after Notice of non-compliance has been completed)</i>	\$250.00
T	Residential Grade Re-Inspection Fee	\$500.00

Stripping and Grading Permits

GST	Service Description	Fee
E	Stripping and Grading Permits- if separate from Development Agreement (less than 20 acres)	\$1,000.00
E	Stripping and Grading Permit- if separate from Development Agreement (more than 20 acres)	\$2,500.00

Miscellaneous Planning Applications & Fees

GST	Service Description	Fee
E	Condominium Certificate	\$55.00/unit
E	Encroachment Agreement	\$500.00
E	Road Closure (permanent)	\$1,075.00
E	Discharge of Caveat	\$50.00
E	Public Hearing Advertising Fee	\$200.00
E	Placement of containers, bins or receptacles on Town roadways	\$100.00/day/bin
E	Request for removal of registered instruments from Title	\$26.00/title
T	Town of Crossfield Land Use Bylaw – Hard Copy	\$105.00

Building/Demolition Permits

GST	Service Description	Fee
	Building Permit Fee – Residential – New Construction	\$ per sq ft
E	Main Floor	\$0.95
E	Finished Basement	\$0.55
E	Unfinished Basement	\$0.35
E	Additional Floors	\$0.65
E	Secondary Suite	\$0.60
E	Garage/Shed/Accessory	\$0.65
E	Deck - uncovered	\$0.40
E	Deck - covered	\$0.50
E	Fireplace/Woodstove	\$165
E	Minimum Fee	\$165
	Renovations	
E	Basement Development	\$0.40
E	General/ Interior Renovations	\$0.50
	Other	
E	Mobile Home/ Ready to Move	\$0.35
E	Residential Solar Panels	\$165.00
E	Demolition	\$125.00
	Building Permit Fee Schedule - Commercial	
	New work and renovations	\$8.00/\$1,000.00 of project value*
	Minimum Fee	\$200.00

Safety Code Council Fee (SCC) to be applied to all permit fees at a value of 4%. Min fee of \$4.50 and max fee of \$560

**Project value to be verified by industry calculator as included in this bylaw as a minimum project cost.*

Minimum Project Value Calculator (Commercial – Building)

GST	Service Description	Value per Sq. Ft.
E	Alterations, Additions, renovations - All	\$80.00
E	Commercial Buildings (Offices, restaurants, strip malls warehouses)	\$135.00
E	Institutional Buildings (Churches, hotels, schools, high rise apartments)	\$185.00
E	Hospitals	\$220.00
E	Parkades - above or below ground	\$125.00
E	Shops (Insulated/engineered) / industrial storage units	\$55.00
E	Pole sheds, Shops (Insulated, not engineered)	\$28.00
E	Shops (Not insulated)	\$18.00

Electrical Permits

GST	Service Description	Fee
Electrical Permit Fee – Residential		
E	New work/Renovations	\$.18/sq ft of wired space
E	Service Connection	\$125.00
E	Panel Change	\$150.00
E	Temporary Service	\$125.00
E	Hot Tub	\$140
E	Air Conditioner	\$140
E	Solar Panels	\$140
E	Minimum Fee	\$125.00
Electrical Permit Fee – Commercial/Public / Industrial		
Value of Material & Labor		
E	Minimum Fee	\$175.00
E	0-1,000	\$175.00
E	1,001-2,500	\$215.00
E	2,501-5,000	\$285.00
E	5,001-10,000	\$390.00
E	10,001-15,000	\$485.00
E	15,001-20,000	\$570.00
E	20,001-30,000	\$725.00
E	30,001-40,000	\$895.00
E	40,001-50,000	\$1,060.00
E	50,001-75,000	\$1,250.00
E	75,001-100,000	\$1,445.00
E	100,001-125,000	\$1,615.00
E	125,001-150,000	\$1,785.00
E	150,001-200,000	\$2,125.00
E	200,001-250,000	\$2,295.00
E	250,001-300,000	\$2,495.00
E	300,001-400,000	\$2,895.00
E	400,001-500,000	\$3,265.00
E	Over 500,000	\$3,265.00 + \$6.25/\$1,000

Safety Code Council Fee (SCC) to be applied to all permit fees at a value of 4%. Min fee of \$4.50 and max fee of \$560

Gas Permits

GST	Service Description	Fee
E	Gas Permit - Residential	\$90 + \$10/ outlet
	Gas Permit – Commercial/Public/Industrial	
	Total BTU's	
E	0-100,000	\$110.00
E	100,001-200,000	\$135.00
E	200,001-400,000	\$165.00
E	400,001-600,000	\$200.00
E	600,001-800,000	\$230.00
E	800,001-1,000,000	\$265.00
E	1,000,001 and over	\$265.00+ \$15.00/100,000 BTU's over 1 million
	Misc.	
E	Propane Tank Set	\$110.00
E	Temporary Heat	\$130.00
E	Air Test	\$110.00
E	Furnace Replacement	\$150.00
E	Service Re-connection	\$180.00

Safety Code Council Fee (SCC) to be applied to all permit fees at a value of 4%. Min fee of \$4.50 and max fee of \$560

Plumbing Permits

GST	Service Description	Fee
E	Plumbing Permit	\$100 + \$10 / fixture
E	Service Connection	\$150.00

Safety Code Council Fee (SCC) to be applied to all permit fees at a value of 4%. Min fee of \$4.50 and max fee of \$560

Private Sewage Permits

GST	Service Description	Fee
E	Holding Tank	\$235.00
E	Septic Field, Mound, Packaged Treatment Plant	\$450.00

Safety Code Council Fee (SCC) to be applied to all permit fees at a value of 4%. Min fee of \$4.50 and max fee of \$560

Misc. Inspection Permits

GST	Service Description	Fee
		Prior to Plans review: 80% refunded, Minimum of \$100.00
E	Cancellation Fee: Building Permits/Applications	Review Complete or Permit Issued: 50% Refunded, minimum of \$100.00
		Any inspections conducted: 20% refund, minimum of \$100.00
		Prior to Plans review: 80% refunded, Minimum of \$100.00
E	Cancellation Fee: Utility Permits/Applications	Review Complete or Permit Issued: 50% Refunded, minimum of \$100.00
		Any inspections conducted: 20% refund, minimum of \$100.00
E	Expiry	\$0 refund
E	Extension – 1 year (as per the timeframe noted within Muni QMP and Permit Conditions)	\$150.00
E	Re-opening File to add VOC (after 90 days from closure or after permit expiry date noted on permit)	\$100.00
E	Work started before permit	Double permit fee
E	Additional Inspections	\$250.00/inspection

Safety Code Council Fee (SCC) to be applied to all permit fees at a value of 4%. Min fee of \$4.50 and max fee of \$560