



TOWN OF HINTON
BYLAW No. 1104-4
BYLAW OF THE TOWN OF HINTON IN THE PROVINCE OF ALBERTA
TO PROVIDE FOR PLANNING AND DEVELOPMENT FEES
CHARGED BY THE MUNICIPALITY
FOR DEVELOPMENT PERMIT, SUBDIVISION AND SERVICES

WHEREAS the Municipal Government Act, R.S.A. 2000, c. M-26 (hereinafter referred to the "Act") as amended from time to time, provides that a municipality may pass bylaws for municipal purposes respecting services provided by the municipality; and

WHEREAS the Act provides for the establishment of fees for licenses, permits and approvals by bylaw;

NOW THEREFORE the Council of the Town of Hinton, duly assembled, hereby enacts, as follows:

1. That the Development Services Fees attached hereto and forming part of this Bylaw as Schedule "A" represents the fees applicable to the Development Services Department provided by the Town of Hinton.
2. That this Bylaw comes into effect upon receiving third and final reading.

READ a first time this 21st day of June 2022.

READ a second time this 21st day of June 2022.

READ a third time this 21st day of June 2022.

MAYOR

INTERIM CHIEF ADMINISTRATIVE OFFICER



DEVELOPMENT SERVICES FEES 1104-4

DEVELOPMENT PERMIT FEE

Category	Application Type	Fee
Residential	Single Detached/Semi-detached dwelling	200.00
Multiple Dwelling Residential	New Development	350.00
Accessory Building/Structures	Garage	75.00
	Addition	75.00
	Decks	50.00
	Sheds (greater than 10.0 metres ²)	50.00
	Retaining walls (greater than 1.2 metres in height)	50.00
	Fences greater than height requirement	50.00
Surveillance/Secondary Suites	Internal/External	200.00
Home Based Business	Home Occupation, Bed & Breakfast, Short-Term Rentals	75.00
Commercial	New Development	200.00
		Plus 2.00/m ² of total floor area
	Additions	75.00
	Change of Use	100.00
Industrial	New Development	200.00
		Plus 2.00/m ² of total floor area
	Additions	75.00
Change of Use		100.00
	Variance Application	Variance of Standards - Pre-development up to 10%
	Greater than 10%	250.00
Relocation/Demolitions	All Districts – Principal Building	250.00
	Accessory Building/Structure (over 30m ²)	50.00
	Removal of above ground and underground petroleum tank	100.00
Signage	Signs (per sign)	50.00
	Billboard Sign	200.00
Stripping and Grading	Tree clearing by area	200.00
	Stripping and Grading	200.00
Petroleum Tank	Underground or above ground installation	100.00
Development Permit Extension	All	Half the application fee
Development with No Permit	All	Double the application fee
Not for Profit	Must be registered Not for Profit under Provincial Legislation	Fee Waived

DEVELOPMENT DEPOSIT

Category	Application Type	Fee
Residential	New Dwelling (damage to any municipal infrastructure)	2,000.00
	Additions – All Districts	500.00
Commercial/Industrial	Building - 5.50 per m ² of total floor area to a maximum of 20,000.00	
	Multiple Dwelling Districts	500.00 per unit to a maximum of 20,000.00
Landscaping	100.00 per linear metre of lot/parcel frontage to a maximum of 20,000.00	
	5.00/m ² or other conditions, as may be required to a maximum of 20,000.00	

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OTHER SERVICES

Category	Application Type	Fee
Compliance Certificates	Residential (1-3 business days)	100.00
	Commercial Industrial (1-3 business days)	200.00
	24 Hour Turnaround time	Fee Doubled
Property File Search	Residential (1-3 business days)	100.00
	Commercial/Industrial (1-3 business days)	200.00
	24 Hour Turnaround time	Fee Doubled
Encroachment License Agreement	Change of Ownership – Existing Agreement	150.00
	Minor - 15 m ² or less in area OR 0.3 m or less beyond the property line	150.00
	Major - Greater than 15 m ² in area and greater than 0.3 metres beyond the property line	500.00 + annual fee
	Annual fee = assessed land value form which the encroachment comes from X area of the encroachment /10	
Statutory Plan Amendments	Cost Estimate will be determined subject to the amendment application	1,000.00
Public Hearing	Advertising Fee	600.00
Road Closure	Application for Road Closure	500.00
Land Disposals	Municipal Reserve Disposal Application	500.00
Appeal	Appeal of Subdivision or Development Permit Inter-Municipal Assessment, Review Subdivision and Development Appeal Board (IMARSDAB)	250.00
Billboard License	Billboard License (per side)	1,000.00
Utility Connection	Water and/or Sewer – Connecting to Services	250.00

SUBDIVISION APPLICATION

Category	Application Type	Fee
Subdivision Application	Residential, Commercial, Industrial	500.00 + 100.00/lot
Endorsement	Residential, Commercial, Industrial	100.00/lot
	Condominium	40.00/unit
Extension	Up to 6 months	250.00
	Up to a year	500.00
Revisions	Revisions of Subdivision Plan	250.00
Development Agreements	Agreement	250.00 + 10.00/lot
	Per Revision/Amendment	50.00
<p><i>Any additional costs incurred by the Town to review applications, including plans reviewed by outside agencies on behalf of the Town shall be borne by the Applicant.</i></p>		

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OCCUPANCY CERTIFICATES

Category	Application Type	Fee
Occupancy Certificates	Request for additional copies of Occupancy Certificates	50.00/per request
Fee for Service Inspections	2 hours minimum	135.00 min fee + 135.00/hr.
Safety Codes Compliance Letters	Residential – Regular	135.00
	Residential – Rush	410.00
	High Density Res/Comm/Ind/Inst - Regular	205.00
	High Density Res/Comm/Ind/Inst – Rush	515.00

BUILDING PERMITS RESIDENTIAL

Category	Application Type	Fee	
New Construction	All “finished” levels e.g. main & second & basement, & attached garage	0.79/sq. ft	
	Existing Additions/Renovation	0.75/sq. ft	
Alterations/Additions	Basement Development	105.00 min fee	
		0.30 /sq. ft	
	Raised Deck (includes pergolas)	125.00 min fee	
	Hot Tub/In Ground Swimming Pool	125.00 + (5.00)	
	Garage/Shed	107-360 sq. ft.	125.00 + (5.00)
		361 sq. ft. or greater	0.32/sq.ft.
	Wood Fireplace/Wood Stove installation	125.00 + (5.00)	
	Demolition	125.00 + (5.00)	
	Relocations & Mobile Homes (setup fee)	165.00 + (6.60)	
	Re-submission/Re-examination of Drawings	315.00 + (12.60)	
Re-Inspection	New Permit – Final Inspection Only	130.00 + (5.20)	
	No Entry	130.00	
	Not Ready – First Re-Inspection*	135.00	
	Not Ready – Additional Re-Inspections*	210.00	
Other/General	Failure to Call for Inspection	135.00	
	Request for Permit Extension	135.00	
	Request for Variance/Alternate Solution	135.00/hr.	
Fire Safety Plan (for ANY construction or demolition over 5,000.00 of value) 5% of Building Permit Fee (not including Safety Codes Fee)			
<i>*No re-inspection fee will be charged if the applicant demonstrates there were reasonable grounds that the project was ready for inspection</i>			

DEVELOPMENT SERVICES FEES 1104-4



BUILDING PERMITS – COMMERCIAL/INDUSTRIAL/INSTITUTIONAL

Category	Application Type	Fee	
New Construction/Additions Alterations	up to \$15,000 construction value	315.00 + (12.60)	
	over \$15,000 construction value	315.00 + 7.30/1,000 construction value + SCF	
	Accessory Building	107.6 sq. ft.- 360 sq.ft.	125.00 + (5.00)
	Includes Modular & Atco Type Trailers	361 sq.ft. & greater	0.42/sq.ft.
	Demolition		210.00 + (8.40)
	Temporary Tent		135.00 + (5.40)
	Re-submission/Re-examination of drawings		420.00 + (16.80)
Re-Inspection	New Permit – Final Inspection Only	210.00 + (8.40)	
	No Entry	210.00	
	Not Ready – First Re-Inspection*	135.00	
	Not Ready – Additional Re-Inspections*	210.00	
Other/General	Failure to Call for Inspection	135.00	
	Request for Permit Extension	265.00	
	Request for Variance/Alternate Solution	135.00/hr.	
	Commercial Code Review Without Permit	130.00/hr.	
Fire Safety Plan (for construction/demolition over 5,000.00 of value) 5% of Building Permit Fee (not including Safety Code Fee)			
<i>*No re-inspection fee will be charged if the applicant demonstrates there were reasonable grounds that the project was ready for inspection</i>			

GAS PERMITS

Category	Application Type	Fee
Residential – Low Density	New Construction Only	205.00/unit + (8.20)
	Residential Alterations	105.00 (4.50)
	Each additional Outlet	15.70/ea. + SCF
Commercial/Industrial and High Density Residential	BTU Input Less than 100,000	105.00 + (4.50)
	BTU Input 100,001 – 150,000	130.00 + (5.20)
	BTU Input 150,001 – 250,000	160.00 + (6.40)
	BTU Input 250,001 – 500,000	185.00 + (7.40)
	BTU Input 500,001 – 750,000	210.00 + (8.40)
	BTU Input 750,001 – 1,000,000	235.00 + (9.40)
	BTU Input More than 1,000,000	290.00 + 7.30/100,000 BTU above 1,000,000 + SCF
	Additional Gas Meters (BTU Fee include one (1) gas meter	26.00/ea. plus BTU fee
Re-Inspection	No Entry (Residential)	130.00
	No Entry (Non-Residential)	210.00
	Not Ready (First Re-Inspection)	135.00
	Not Ready (Additional Re-Inspection)	210.00
	Failure to call for Inspection	135.00

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REPLACEMENT GAS APPLIANCES

Category	Application Type	Fee
Commercial/Industrial	BTU Input 0-400,000	\$160.00 + (6.40)
	BTU Input 400,001-5,000,000	\$185.00 + (7.40)
	BTU Input Over 5,000,000	\$285.00 + (11.40)

PROPANE

Category	Application Type	Fee
Installation	Propane Tank Sets (New or Replacements)	\$130.00 + (5.20)
	Temporary Propane/Natural Gas Heating (Includes Tank Set)	\$130.00 + (5.20)
	Gas/Propane Cylinder Refill Centers	\$310.00 + (12.40)

PRIVATE SEWAGE DISPOSAL SYSTEM

Category	Application Type	Fee
	Private Sewage Disposal System	285.00 + (11.40)

PLUMBING

Category	Application Type	Fee
New Residential – Low Density Residential Alterations	New Construction only (including all fixtures)	285.00 + (11.40)
	1 Fixture	105.00 + (4.50)
	Each Additional Fixture	10.45/each + SCF
Commercial/Industrial and High Density Residential		105.00 + (4.50)
		10.45/each + SCF

UNDERGROUND & TEMPORARY ELECTRICAL

Category	Application Type	Fee
Residential – Low Density	Per Service	105.00 + (4.50)
Residential – High Density	Per Service	135.00 + (5.40)
Commercial/Industrial/Inst.	Per Service	135.00 + (5.40)

ELECTRICAL

Category	Application Type	Fee	
Residential - Low Density	Up to 1200 square feet (main & upper floor only)	250.00 + (10.00)	
	1200 to 1500 square feet (“)	300.00 + (12.00)	
	1501 to 2000 square feet (“)	330.00 + (13.20)	
	2001 to 2500 square feet (“)	355.00 + (14.20)	
	Over 2500 square feet (“)	380.00 + (15.20)	
	Attached Garage	Include in square footage of the principal building	
	Detached Garage		135.00 + (5.40)
For residential renovations, additions, etc., use Electrical Installation Fee			

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ANNUAL ELECTRICAL

Category	Installation Cost	Fee
	1 - 2,000	280.00 + (11.20)
	2,001 - 5,000	280.00 + 3.10/100.00 value + SCF
	5,001 – 50,000	370.00 + 1.60/100.00 value + SCF
	50,001 - 1,000,000	1,075.00 + 1.05/100.00 value + SCF
	1,000,001 to 3,000,000	10,990.00 + 0.80/100.00 value + SCF
	3,000,001 and over	26,640.00 + 0.27/100.00 value + SCF

ELECTRICAL

Category	Installation Cost	Fee
Residential Alterations or New Multi-Family (4 + units) or Commercial/Industrial or Institutional and all alterations	Up to 2,000	155.00 + (6.20)
	2,000.01 – 5,000	255.00 + (10.20)
	5,000.01 – 10,000	355.00 + (14.20)
	10,000.01 – 20,000	420.00 + (16.80)
	20,000.01 – 50,000	575.00 + (23.00)
	50,000.01 – 100,000	785.00 + (31.40)
	100,000.01 – 150,000	1,090.00 + (43.60)
	150,000.01 – 250,000	1,650.00 + (66.00)
	250,000.01 – 500,000	2,215.00 + (88.60)
	500,000.01 – 750,000	2,725.00 (109.00)
	750,000.01 – 1,000,000	3,235.00 + (129.40)
	Above 1,000,000	4,700.00 + (188.00)
INSTALLATION COST: Total value of electrical materials, fixtures & supplies + labour (in the case of a homeowner – double the value of materials, fixtures & supplies to get installation cost)		

FIRE DEPARTMENT FEE

Category	Application Type	Fee
Certificates/Permits	Occupancy Load Certificate	150.00
	Certificate Re-issuance	50.00
	Alarm Inspection and Maintenance Permit	100.00
	Sprinkler system Maintenance Permit	100.00
	Special Suppression systems maintenance permit	100.00
Commercial/Industrial/Multifamily	Plan Review	300.00
Fire Investigation		200.00/hr.
Hired Third Party Investigator		200.00/hr.
	+ contracted expenses for services or equipment necessary to complete investigations + travelling/living expenses (min. 1hr.)	
Fire Works	Handling, discharge, ignition, display, possession	50.00
Inspection	Fire Prevention Inspection	150.00/hr.
	Emergent/urgent inspection	200.00/hr.
Annual fire inspection – non-compliant requiring subsequent inspections – an additional fee charged at twice the fee noted above		

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- Safety Codes Permits – Fees are GST Exempt
- Retained for Cancelled Permits: If no inspections conducted, 50% of permit fee retained or \$55.00 – whichever is greater & no refund of Safety Codes Fee. If inspections conducted, no refund.
- Commencing construction prior to Building Permit Fee Issuance: Double the fee
- The fee for each permit shall be payable upon receipt of the permit application. Each safety permit is subject to a 4% Safety Code Levy fee (SCF). The minimum Safety Code Levy fee is \$4.50 to a maximum of \$560.00.
- DISCLAIMER: The information shown in this document is for reference only. The Development Services Bylaw 1126 takes precedence.
- The Town of Hinton disclaims all responsibility for the accuracy, completeness, timeliness and merchantability of information shown. Use this information at your own risk.