




Request for Decision

Title	Amendments to the Fees and Charges Schedule for Proposed Land Use Bylaw 1385/17
Proposed Motion	That Council approve the revised 2017 Fees and Charges Schedule.
Administrative Recommendation	Administration recommends that the Fees and Charges Schedule be revised to support the provision of the proposed Land Use Bylaw 1385/17.
Previous Council Direction	May 23, 2017 - Motion 299/17: That Council direct Administration to update the proposed Land Use Bylaw 1385/17 that received first reading on January 24, 2017 based on the direction provided and, present the updated draft of Land Use Bylaw 1385/17 to Council for consideration of second and third reading at the June 27, 2017, Regular Council Meeting.
Report	<u>Background Information</u> <ul style="list-style-type: none">• Administration's recommended changes to the schedule are displayed in Attachment #1: 2017 Fees and Charges Schedule. Explanatory notes have been added to each item.• With the approval of proposed Land Use Bylaw 1385/17, there will be several new land uses (for example, secondary suites, apartment, duplex and mixed use development) that require setting new application fees for development permits.• Provision has also been made in the schedule for:<ul style="list-style-type: none">▪ Application fees in DC-districts;▪ An Administrative fee for a Development Agreement for the payment of a deposit/security;▪ A standard Application fee for single detached dwellings;▪ Reduction of the Application fee for natural resource extraction;▪ Reduction of the Application fee for variances; and▪ A septic system upgrade deposit.• The revised Fees and Charges Schedule provides for basic fees per zoning district (where possible) and listing those uses that are separate to those basic fees. The Schedule has been compiled as well to make it user-friendly (e.g. colour coded) to ensure consistent application for the fees.

	<ul style="list-style-type: none"> It should also be noted Current Planning & Development Services will be undertaking a review of its fees in 2017, and comparing against other comparable Alberta municipalities, and will bring forward recommendations as part of the 2018 budget process. <p><u>External Communication</u></p> <p>None.</p> <p><u>Internal Communication</u></p> <p>The proposed schedule was referred to Financial Services for review and comments.</p> <p><u>Relevant Policy/Legislation/Practices:</u> <i>Municipal Government Act</i>, R.S.A. 2000, C.M-26, Sections 34, 61 (2) - Council has the authority to establish fees and charges.</p>
Implication of Administrative Recommendation	<p><u>Strategic Alignment:</u></p> <p>The revisions to the Fees and Charges Schedule align with the County's Strategic Goal of Operational Excellence and will improve service, together with the proposed Land Use Bylaw 1385/17, Administration provides to the County's customers.</p> <p><u>Organizational:</u></p> <p>Administration will implement the proposed changes immediately.</p> <p><u>Financial:</u></p> <p>The revisions will assist Administration to charge the correct fees for service in accordance with proposed Land Use Bylaw 1385/17.</p>
Alternatives Considered	<p>That Council refer the proposed amendments back to Administration for further review.</p>
Implications of Alternatives	<p><u>Strategic Alignment:</u></p> <p>Impacted cannot be determined until direction for changes are provided by Council.</p> <p><u>Organizational:</u></p> <p>Customer service may be impacted by conflict arising from fees for service that are not clearly defined by the Fees Schedule.</p> <p><u>Financial:</u></p> <p>Administration may not be able to collect fees for a variety of land uses until the revisions to the Fees and Charges Schedule have been approved.</p>
Follow up Action	<p>Administration will implement the new Fees and Charges Schedule and ensure that it is placed on the County's website and available to the public.</p>

Attachment(s)	1. 2017 Fees and Charges Schedule with explanatory notes.
Report Reviewed by:	<div> Clayton Kittlitz, Manager Current Planning & Development Services</div> <div> Stephane Labonne General Manager, Integrated Growth Division</div> <div> Peter Tarnawsky, County Commissioner – CAO</div>

Strategic Alignment Checklist

Vision: Sturgeon County: a diverse, active community that pioneers opportunities and promotes initiative while embracing rural lifestyles.

Mission: Provide quality, cost effective services and infrastructure to meet the diverse needs of the Sturgeon County community, while improving competitiveness and sustainability.

Focus Areas	Not consistent	N/A	Consistent
Strong Local Governance and Regional Leadership			
<i>We promote consistent and accountable leadership through collaborative and transparent processes (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Consistent with neighborhood role (see MDP), master plans, policies 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Considers fiscal stability and sustainability 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Has a positive impact on regional and sub-regional cooperation 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Respect the Natural Environment			
<i>We acknowledge the importance of a healthy environment and will minimize and monitor our impact on ecosystems (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Compliance with Provincial and Federal regulations and/or legislation 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Ensure effective environmental risk management 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community Identity & Spirit			
<i>We will build upon our strengths, where together we will create an inclusive, caring community (Strategic Plan, (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Promotes and/or enhances residents' identification with Sturgeon County 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Enhances service provision through community partnerships 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Supports Sturgeon County's cultural history 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Planned Growth and Prosperity			
<i>We encourage varied and integrated enterprises that enhance our strong economic base, while balancing the needs of the community and natural environment. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Does the proposal align with the Integrated Regional Growth Strategy (map/policies) pg. 26 MDP 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Considers cumulative costs and long-term funding implications 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Targets growth around current or planned infrastructure 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Maintain and Enhance Strong Communities			
<i>We are committed to a safe, secure community, where our residents are respected and provided with access to opportunities. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Positive impact on residents' quality of life 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Supports and promotes volunteer efforts 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Provides programs and services that are accessible to all residents 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Operational Excellence			
<i>We have the organizational capability to deliver consistent and defined levels of service to all stakeholders in a professional, efficient, and cost effective manner</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Staff have the knowledge, skills and capability to perform their jobs 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Streamlines operational processes and policies 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Promotes engagement and professional interaction with stakeholders 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Considers a cost-structure which allows Sturgeon County to remain competitive within a regional, national and global context 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>