

MUNICIPAL FEES

Policy Number ADM_05-21	Supersedes Policy Number n/a
Effective Date September, 21, 2021	Approved by Council Resolution No. 196-21

1.0 Purpose

To provide a Policy that sets out and amends the fees Riverdale Municipality charges for certain applications, approvals, permits, licenses and services

2.0 Scope

This Policy applies except to the extent of any conflict with applicable provincial legislation, and where the fee amounts in this Policy differ from those set out in a By-Law, Recorded Resolution Policy or resolution of the Municipality in effect on the effective date of this Policy, the fee amounts set out in this Policy shall amend those previously in effect.

3.0 Definitions

- 3.1 Fees are all fees paid to Riverdale Municipality for certain applications, approvals, permits licenses and services.

4.0 Policy

- 4.1 The fees to be paid to Riverdale Municipality for licenses, inspections, permits, applications, approvals, animal impoundments, or services are set out in the Schedules attached to this Policy.
- 4.2 Fines issued by Summary Offence Tickets for contravention of any Riverdale Municipal By-Laws or Provincial/Federal laws are not within the scope of this Policy.
- 4.3 This policy will be reviewed annually from effective/amended date.

Schedules:

- A. Administrative/Financial Services Fees
- B. Building and Development Permit Fees
- C. Land Use Planning and Development
- D. Police Service Fees
- E. Recreation and Tourism (Campground)
- F. Animal Control

Schedule A – Administrative/Financial Services Fees

Description of License, Inspections, Permit, Application, Approval or Service	Fee
Tax Certificate	\$25.00
Interest on Overdue Accounts - Taxes, Utilities, General <i>(added on the first of each month)</i>	1.25%
NSF Cheque	\$45.00
Photocopy per page (single or double-sided) <ul style="list-style-type: none"> • B/W – copy • Color Copy 	\$0.25/page \$0.50/page
Faxing <ul style="list-style-type: none"> • 1st page • Each page thereafter 	\$2.00 \$0.50
Business License	\$100.00
Registered Mail or Serving from By-Law Officer	\$20.00 NEW
Municipal Maps <ul style="list-style-type: none"> • Black & White – paper • Black & White - laminated • Color – paper • Color - laminated 	\$17.00 \$27.00 \$25.00 \$33.00
Aerial Photos – Riverdale (* best formatted in this size) <ul style="list-style-type: none"> • 4 x 6 print • 5 x 7 print • 8 x 10 print • 8 x 12 print * • 11 x 14 print • 12 x 18 print * • 16 x 20 print * • 20 x 24 print * • 20 x 30 print * 	\$ 3.00 \$ 6.00 \$12.00 \$14.00 \$17.00 \$20.00 \$25.00 \$35.00 \$41.00

** All fees are subject to GST **

Schedule B – Building and Development Fees

Description of License, Inspections, Permit, Application, Approval or Service	Fee
Building Permits - Dwellings <ul style="list-style-type: none"> a. Construction Value under \$5,000 (base Fee = \$250.00) b. Construction Value \$5,000 - \$5,000,000 (Base fee plus) c. Construction Value – portion over \$5,000,000 (Base fee plus) d. Multi-Dwelling Unit (Base fee plus) e. Mobile Home (location) 	NEW \$ 75.00 \$8.00/1000 \$4.50/1000 \$8.00/1000 \$ 75.00
Building Permits – Non-Dwelling <ul style="list-style-type: none"> a. Detached Accessory Building (greater than 100 sq. ft.) b. Temporary building c. Shipping Container (rural agricultural only) d. Deck – with height greater than 4ft or attached to the dwelling foundation 	NEW \$ 75.00 \$ 20.00 \$ 30.00 \$ 30.00
Development Permit <ul style="list-style-type: none"> a. Fence b. Portable/Temporary storage structure greater than 100 sq. ft. c. Above Ground Swimming Pool (as per zoning by-law) d. In-Ground Swimming pool (as per zoning by-law) e. Solid Fuel Burning Appliance 	\$ 10.00 \$ 10.00 \$ 50.00 NEW \$100.00 NEW \$
Zoning by-law amendments	\$ 500.00
Re-Zoning Application	\$1,200.00
Development Plan Amendments	\$1,200.00
Conditional Use Order	\$400.00
Variation Order	\$400.00
Where a Conditional Use and a Variation Order are required for a single related development or land use application on the same site or parcel of land and where the hearings are combined the fee shall be	\$600.00
Application for Extensions for CU's and VO's	\$50.00
Minor Variation (by Development Officer)	\$75.00

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Cancellations: There will be no refund if an application for a Conditional Use Order or variation Order is withdrawn or rejected	No refund
Refunds for zoning changes	No refund
Where a Variation Order or a Conditional Use has not been obtained, for whatever reason, before the activity requiring it has started, a surcharge of \$200.00 will be added to the fee.	\$200.00
Zoning Memorandum (confirms extent to which a new or existing building on a site conforms to current zoning regulations)	
a. One or two family dwelling	\$75.00
b. Any other building	\$75.00
Zoning compliance certificate (confirms that a use, or a building placement on a site, conforms to previous zoning regulations and re therefore legal non-conforming)	\$75.00

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Schedule C – Land Use Planning and Development Fees

Description of License, Inspections, Permit, Application, Approval or Service	Fee
Approach Permit (Primary or Secondary)	\$100.00 NEW
Property Development Permit	\$400.00 plus legal fees NEW

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Schedule D – Police Service Fees

Description of License, Inspections, Permit, Application, Approval or Service	Fee
Police Report (Riverdale Mun resident)	\$25.00
Criminal Record Check (Riverdale Mun resident Non-resident Not-For-Profit Organizations)	\$25.00 \$45.00 NEW \$ 0.00
Priority Criminal Record Check (2 working day completion)	\$45.00
Individual request for fingerprints	\$50.00

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Schedule E. – Recreation and Tourism

Description of License, Inspections, Permit, Application, Approval or Service	Fee
Rivers Campground Nightly Rate – full service site, firewood included	\$35.00 NEW

** All fees are subject to GST **

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Schedule F – Animal Control Fees

Description of License, Inspections, Permit, Application, Approval or Service	Fee
Dog & Cat License (proof of current vaccinations are required)	
a. Neutered/spayed	\$ 10.00
b. Not Neutered/spayed	\$ 25.00
c. Impounded Dog/Cat not licensed (Neutered/spayed) Includes license	\$ 25.00 NEW
d. Impounded Dog/Cat not licensed (Not Neutered/spayed) includes license	\$ 40.00 NEW
Impound Fees	
a. In Town	\$20.00
b. Rural area	\$50.00
Fierce or Dangerous Dog Impoundment Fees	\$100.00
Isolate suspected rabies infected dog	\$100.00
Care and Sustenance (per day or portion thereof including the day of impoundment)	\$20.00
Veterinary Fees for Tranquilizing	Amount Expended plus 15%
Destruction and Disposal of Animal by Veterinarian	Amount Expended plus 15%

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Schedule G – Property Standards

Description of License, Inspections, Permit, Application, Approval or Service	Fee
Lot Mowing – for a lot in good mowing condition	\$50.00/hr or part thereof
Lot Mowing – for a lot not in mowing condition with rough terrain, and weed eater must be used	\$75.00/hr or part thereof
Snow removal	\$175.00/hr or part thereof
Garbage pickup	\$75.00/hr or part thereof
Municipal Employees – per employee	\$50.00/hr or part thereof
When Contractors are required	Contractor price plus 20%
Derelict Vehicle removal (3 rd party towing, storage and/or impoundment)	\$250.00 plus 3 rd party cost

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Schedule H. – Rivers Cemetery

Description of License, Inspections, Permit, Application, Approval or Service	Fee
Open and Close (After 3:30pm on weekdays or weekends – additional \$150.00) <ul style="list-style-type: none"> • Conventional Casket • Extra Depth for burial of 2 bodies (including divider board) • Cremated remains 	\$400.00 \$500.00 \$100.00
Plot Purchase (approx. 4 x 10) – includes perpetual care	\$300.00
Columbarium Niche (includes 1 memory wall plaque, 2 door openings) <ul style="list-style-type: none"> • Niche – 12x12x12 – fits 2 standard size urns • Additional Niche opening request 	\$2,000.00 \$ 100.00

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