



CERTIFICATE OF COMPLIANCE



What you should know

What is a Certificate of Compliance?

A Certificate of Compliance is a confirmation from the Town of Edson that the development on the property meets the siting regulations of the Land Use Bylaw. The Town of Edson does not require people to obtain a Certificate of Compliance but will provide the service when requested.

Why do I need a Certificate of Compliance?

Certificates of Compliance are increasingly being requested when real estate is sold. Standard real estate purchase contracts often require the vendor to guarantee that the building(s) on the property meet the Land Use Bylaw regulations and do not encroach upon easements, utility right-of-ways or onto other properties. A Certificate of Compliance may also be requested by other agencies, for the same reason.

What information do I need to Supply?

- You will need to complete a Town of Edson Certificate of Compliance Application form which is available at the Town of Edson Office and on the website www.edson.ca under Download a Form.
- The signature of the registered owner or authorized agent for the property will need to sign the application.

- The legal land description (Plan, Block, Lot or Section of land) and municipal address of the property.
- There is a \$50.00 fee per title for a Certificate of Compliance. Please allow approximately ten (10) working days for a compliance review request. However, should you require the Certificate of Compliance within a shorter time period; you can request that a RUSH be put on the Certificate of Compliance. The fee for a RUSH is \$100.00 per title, and you will have the Certificate of Compliance within **two** business day.
- Two (2) original Real Property Reports, done by a Registered Alberta Land Surveyor, dated no more than six (6) months prior to the date of the request for a Certificate of Compliance.
- If the Real Property Report is more than six months old, and there have been no changes made to the development on the lot since the Real Property Report was done, it may still be accepted if submitted with a Statutory Declaration attesting that there have been no changes.

Other Information to Know!

- If there are any encroaching structures, there may be delays as an Encroachment Agreement will be required or the encroachment can be removed or corrected. If the encroachment is removed or corrected an updated Real Property Report will be required. There is an additional \$300 fee for Encroachment Agreements.
- If any structure(s) (shed, deck, addition, etc.) was constructed or removed without a Development Permit, there may be delays, as a Development Permit Application will need to be completed by the applicant, signed by the registered owner of the property and submitted with all the required documentation and fees. Development Permit fees double when structures are constructed without first obtaining a Development Permit.
- If any structure(s) (shed, deck, fence, etc.) require a variance, an Application to Vary Minimum Standards will need to be completed by the applicant, signed by the registered owner of the property and submitted with the required fee. Post-Development Variance Fees are \$500 per metre which are pro-rated. (\$500 divided by the variance will provide the variance fee required, eg: $\$500 \div 0.21\text{m} = \105).
- If you are a Real Estate Agent acting on behalf of your client you must provide the section of your contract showing you have authorization to obtain the necessary documents for the sale of the property.

Questions????

If you have any questions, please contact the Planning Department for the Town of Edson. They will be able to help you with your Application and be able to answer any questions that you may have.

Where To Apply:

Town of Edson
Engineering & Planning
Box 6300 (605 – 50th Street)
Edson, Alberta, T7E 1T7

www.edson.ca

Office Hours 8 a.m. to 4 p.m.

Inquires & Fee Information . . . 723-4402

This pamphlet has no legal status and cannot be used as an official interpretation of the various regulations currently in effect. Users are advised to contact the Engineering & Planning Department for more information. The Town of Edson accepts no responsibility for persons relying solely on this information.