

Certificate of Compliance

What is a Certificate of Compliance?

A Certificate of Compliance is confirmation from the Town that development on a property has obtained all the necessary permits and complies with the current Land Use Bylaw.

My Realtor says I need a Certificate of Compliance, how do I get one?

In order to obtain a Certificate of Compliance, you'll need to submit a request to the Planning and Development Department with the following:

1. A minimum of two (2) Real Property Report (RPR) dated less than 3 (three) months from date of submission.
 - a. If stamped compliant, one RPR will be retained by the Town.
 - b. If the RPR is older than 3 (three) months, a Statutory Declaration must be included that states the RPR is accurate and no changes have been made to the property since the survey was completed.
2. The Certificate of Compliance fee. Please view the fee schedule for the most current fees.

The Planning and Development Department accepts both digital (.pdf) and hard copy RPRs. You can email your request and RPR to development@strathmore.ca, or come into the Town Administrative Office. Payment can be taken over the phone or at the office.

How long will it take?

Once we've received the necessary information, the Town will review the RPR and send a response within 5-7 days.

What do you look for?

In short, anything that would require a development permit according to the current Land Use Bylaw. In addition to this, the Planning and Development department will check setbacks, and encroachments onto adjacent properties, roads, and Utility Right of Ways.

We don't look at building and fence height or lot coverage.

Strathmore.ca



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(403) 934-3133



My RPR was stamped as ‘Legal Non-Conforming’. What does that mean?

The Town of Strathmore is currently on its third Land Use Bylaw. Regulations in these bylaws have changed over time, which could result in previously approved structures no longer meeting the current regulations. When this happens, we label those structures as ‘legal non-conforming’, as in, they were legal at the time of approval but now no longer conform to the active Land Use Bylaw.

These structures are allowed to remain as they are; however special rules apply if they are to be renovated. If they’re to be replaced they must be brought into compliance. If you have a legal non-conforming building and are looking to renovate or move it, reach out to the Planning and Development Department for assistance.

I was told I’ll be getting a ‘Letter of Compliance’. What is that, and how can I get my RPR stamped compliant?

A Letter of Compliance is issued if there are unapproved structures (including decks), setback encroachments without approved variances, or encroachments into Utility Right of Ways, adjacent properties, or roads. The letter of compliance will list all the structures that do comply with the Town’s Land Use Bylaw and those that don’t. It will also give steps to bring those buildings into compliance.

The applicant can then take the steps to bring their property into compliance, or they can take the letter as is. If the applicant wants their RPR stamped as ‘compliant’ then the proper steps will need to be taken and an updated RPR submitted.

If you have further questions regarding Certificates of Compliance and Real Property Reports, you can reach out to the Planning and Development Department at development@strathmore.ca or 403-934-3133.

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