

What is a Letter of Compliance



Town of Sundre

What is a Letter of Compliance?

A Letter of Compliance is confirmation from the Town of Sundre, that the location of the building(s) on the site, as per the Real Property Report, complies with the requirements of Land Use Bylaw 705, as amended.

It does not enforce any building code requirements.

Don't buy uncertainty—a current Real Property Report is the only true way of knowing legal boundaries of the property one is buying or selling.



MORE HELP....

Further assistance is available from:

Planning and Development Department

Ph: 403-638-3551

Fax: 403-638-2100

Website: www.sundre.com

This brochure is for information purposes only and is intended to assist applicants. It is neither an authoritative nor complete statement of law and is not legally binding. Further reference to the Intermunicipal Development Plan, Municipal Development Plan, Area Structure Plans and/or Area Redevelopment Plans, Redesignation, Town of Sundre Land Use Bylaw 705, and/or planning documents is necessary to ensure compliance with their provisions.

Note: When you apply, personal information may be collected under the authority of Section 33 (c) of the Alberta Freedom of Information and Protection of Privacy Act, Section 642 of the Municipal Government Act and/or Section 63 of the Safety Codes Act. The information will be used to process your application(s), and your name and address may be included on reports that are available to the public. If you have any questions on the collection and use of this information, please contact our office.



Letter of Compliance



For more information, please contact:



Town of Sundre: 403-638-3551

e-mail: townmail@sundre.com

Website: www.sundre.com

Planning & Development Department

Town of Sundre

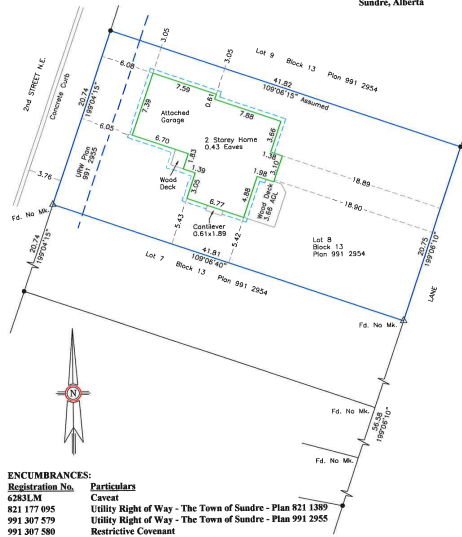
717 Main Avenue West

Sundre, AB T0M 1X0

Why would I need a Letter of Compliance

Letters of Compliance are increasingly being requested when real estate is sold and is a typical requirement of a real estate purchase contract in Alberta. Lawyers representing home buyers may request a Letter of Compliance to protect their clients' investment. A Real Property Report is the only way to ensure that the building(s) meet the Land Use Bylaw regulations and do not encroach upon easements, utility right-of-way or adjacent lands.

ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT - PLAN
 This Plan is Page 2 of a Real Property Report and is ineffective if it is detached. Page 1 Page 2 of 2
 Legal Description: Lot 8 Block 13 Plan 991 2954 Civic Address: 1209 - 2nd Street NE
 Sundre, Alberta



ENCUMBRANCES:

Registration No.	Particulars
6283LM	Caveat
821 177 095	Utility Right of Way - The Town of Sundre - Plan 821 1389
991 307 579	Utility Right of Way - The Town of Sundre - Plan 991 2955
991 307 580	Restrictive Covenant
641 263 184	Mortgage - CIBC Mortgages Inc.

- LEGEND:**
1. Unless otherwise noted, measurements are made to the extent of the exterior walls
 2. Distances are shown in metres and decimals thereof
 3. Statutory Iron Posts are shown thus... Δ
 4. Calculated points are shown thus... \bullet
 5. (c) denotes encroachment
 6. Eaves are dimensioned to the line of the fascia
 7. No fences are shown on this report.



Scale: 1:300 Drawn: RLJ
 File No.: 04-074

How Do I Apply?

How Do I Apply?

The Town of Sundre requires 2 copies of a Real Property Report dated within 1 year and the submission of the applicable fee's approved by Town of Sundre Council.

Where do I get a Real Property Report?

You will need to hire an Alberta Land Surveyor to prepare a signed and dated Real Property Report for the property. There is a fee for this service.

What if my Real Property Report is more than One Year Old?

At the discretion of the Planning & Development Department; a Letter of Compliance may be issued with a Real Property Report that is more than one year old, if a Statutory Declaration is provided indicating that the Real Property Report accurately depicts your property.

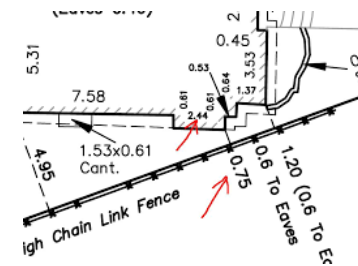
What if I have built a shed, deck, addition etc. and it is not showing on my Real Property Report?

At the discretion of the Planning & Development Department; a Letter of Compliance may be issued if your Real Property Report does not show all the buildings located on your property, provided you draw the building/deck/addition onto the Real Property Report, indicating the setbacks from your property line, and provide a Statutory Declaration indicating that this is a true representation of your property.

What if I am not in Compliance with the Land

The Planning and Development Department will review your Real Property Report, and if you do not meet the required setbacks, you will have the option to apply for a variance/relaxation.

Variance/relaxation applications must be reviewed by the Municipal Planning Commission, and will be reviewed on how the variance impacts the use, amenity, enjoyment, or value of the neighboring properties. Applying for a variance does not guarantee approval. There is a fee for an application for a variance/relaxation that is non refundable.



What if I need a Letter of Compliance and I do not have permits for all the development on my property?

During the review of your Real Property Report, the Planning & Development Department will confirm that all required permits have been issued. If you do not have the required permits, Planning & Development will require you to apply for a Development Permit. Applying for a Development Permit does not guarantee approval.