



Development Security

Procedure No.: PLN-4	Council Resolution No.:
Department: Planning and Economic Development	Authority: Chief Administrative Officer
Effective Date: February 10, 2020	Revision Date:
Review Date: February 2023	Repealed Date:
Supersedes: N/A	
Related Policy No.: PLN-4	
Related Policy Name: Development Security Policy	

Purpose

To adopt the procedure as outlined as the standard for all Agreements Security for the Town of Taber.

Operating Guidelines

- 1) A number of permits related to building construction, site development and renovation work in the Town of Taber require the applicant provide a security to ensure completion and correction of any damage to municipal infrastructure. These amounts are set in the Town of Taber fee bylaw as amended from time to time.
- 2) Form of Security - The only forms of security acceptable to the Town of Taber are: cash, certified cheque, or an irrevocable letter of credit in the following format:
 - a. The Letter of Credit shall be issued by a Schedule 1 or 2 Chartered Bank, the Alberta Treasury Branch, or such other financial institution as may be approved by the Town;
 - b. The Letter of Credit shall contain terms that provide for:
 - i. A covenant by the issuer that if the issuer has not received a release from the Town at least Sixty (60) days prior to the expiry date of the Letter of Credit, then the Letter of Credit shall automatically be renewed, upon the same terms and conditions, for a period of ONE (1) year or until the release has been issued by the Town
 - ii. A right on the part of the Town to draw upon the full amount of the Letter of Credit, or any portion thereof, in the event that the Town has not received a replacement letter, or confirmation of an extension or renewal of the existing letter, at least SIXTY (60) days prior to the expiry of the Letter of Credit.
- 3) The Town of Taber shall not accept security in the form of a Performance Bond.



Responsibility for Damage

The person who takes out the permit is responsible for the cost of all repairs to Town property, whether or not he/she causes the damage directly. The person who takes out the permit is also responsible for any damage caused by sub-contractors, sub-trades, etc.

Prior to Construction – Demolition, Excavation and/or Moved in Dwelling and Manufactured Home Siting

- Demolition equipment is not permitted to travel on Town streets, lanes, curbs, sidewalks, curb stops, etc. Demolition equipment must be transported into the site on a rubber-tired carrier or ensure that cleats are covered. Planking on Town property is usually necessary to avoid damaging pavements, curbs, sidewalks, curb stops, etc.
- Ensure that adjacent streets and lanes are kept clear of excavation material, as well as building material.

During Construction

- Storage of material on developed Town property (boulevards, parks, curbs, gutters, sidewalks, etc.) is prohibited unless the appropriate approvals and related permits are obtained in advance from the Development Authority and any unauthorized stored material may be removed at the permit holder’s expense without advanced notice.
- Boulevard trees cannot be pruned or removed within Town of Taber approval. Any damage to Town trees will be billed to the security and billing includes replacement, as well as the aesthetic loss to the community.

Upon Completion

- All work on the development must be completed, including any necessary repairs to Town property, prior to requesting a refund of the security, unless an alternate process is identified in a Development Agreement.
- Refund requests can be made by contacting the Planning & Economic Development department to arrange a site inspection.
- Refunds will not accumulate or bear interest.



CHIEF ADMINISTRATIVE OFFICER

Feb. 23/2020
DATE

