

CERTIFICATE OF COMPLIANCE

(for a Real Property Report)

Planning & Development | Town of High River

What is a Certificate of Compliance?

A Certificate of Compliance (also known as a “compliance stamp”) is a confirmation that the site location of the building(s) and other development(s) on your property comply with the requirements of the Town’s [Land Use Bylaw](#) (LUB) based on examination of a Real Property Report (RPR).

What is a Real Property Report?

- A Real Property Report (RPR) is a legal document that visually illustrates the location of buildings and other site features relative to property boundaries.
 - Getting an updated RPR is typically a condition of a real estate transaction.
 - Only a Registered Alberta Land Surveyor can prepare or update an RPR.
 - For further information, we suggest consulting the Alberta Land Surveyors’ Association at www.alsa.ab.ca
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Does the Town require me to get a Certificate of Compliance for my Real Property Report (RPR)?

- No, the Town does not require you to get a Certificate of Compliance. The Certificate of Compliance is a typical requirement of a real estate transaction.
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What is the process?

Staff will review the RPR to determine if it complies with the Town’s [Land Use Bylaw](#).

- If the development shown on the RPR does comply, staff will stamp the RPR with a “compliance” stamp.
 - If the development shown on the RPR does not comply, staff will stamp the RPR with an “advisory” stamp and will write a memo to the applicant noting the non-compliant improvement(s).
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If there is a non-compliant development on my property, do I have to fix it?

- No, there is no expectation from the Town for you to fix your non-compliant development. This certificate simply advises the buyer (if they have made a Certificate of Compliance a condition of sale) whether there is any development that does not comply with the Town's current LUB.
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What is the fee?

- 7 business day service (standard): \$100
 - 2-3 business day service (priority): \$200
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