



Off-Site Levies Policy

PREPARED BY:	Planning and Development Services	COUNCIL APPROVAL DATE:	June 23, 2026
EFFECTIVE DATE:	June 23, 2026		
REFERENCES:	Off-Site Levies Bylaw 2026-23 Off-Site Levies Procedure P-455		
FUNCTION:	Planning and Development	LLS REVIEW DATE:	June 10, 2026

PURPOSE

The purpose of this policy is to provide a framework for assessing, collecting, administering, and disbursing Off-Site Levies in accordance with the *Municipal Government Act* and Off-Site Levies Bylaw 2026-23.

POLICY STATEMENT

Parkland County shall administer Off-Site Levies in a transparent, equitable and financially responsible manner. Off-Site Levy funds shall be used solely for eligible infrastructure projects identified within Off-Site Levies Bylaw 2026-23. Off-Site Levy procedures will be used by Parkland County to guide the collection and disbursement of levy funds in funding the construction of Off-Site Levy Infrastructure.

DEFINITIONS

Terms used in this Policy have the meanings set out in the Off-Site Levies Bylaw 2026-23.

SCOPE

This policy applies to all lands to be subdivided or developed within the Benefitting Areas identified in the Off-Site Levies Bylaw 2026-23.

RESPONSIBILITIES

Council is responsible for approval of this policy. The Chief Administrative Officer is responsible for overseeing this policy. The Off-Site Levies Oversight Committee, comprised of members from Planning & Development Services, Engineering Services, Finance and Strategic Growth, is responsible for preparing the annual report and Off-Site Levies rate update.

STANDARD

Off-Site Levy assessment, collection and disbursements shall be guided by the Off-Site Levies Procedure P-455, as approved by the Chief Administrative Officer.

ENACTMENT

This policy shall supersede and rescind policy C-PD05 Off-Site Infrastructure Levies.