

## COUNCIL REPORT

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**TO:** CITY MANAGER **DATE:** 2015 October 21

**FROM:** DIRECTOR PLANNING AND BUILDING **FILE:** 7000 04  
*Reference: Review of App Fees*

**SUBJECT:** 2016 FEES FOR PLANNING AND BUILDING PERMITS, APPLICATIONS AND OTHER SERVICES

**PURPOSE:** To provide Council with recommendations for the Planning and Building Department's 2016 fee schedule for various applications for the purpose of cost recovery.

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**RECOMMENDATIONS:**

1. **THAT** Council approve the proposed fee adjustments and text changes, as outlined in this report.
2. **THAT** Council authorize the preparation of a bylaw amending the rezoning application fees in the Burnaby Zoning Bylaw, as outlined in Item 1 of *Appendix A*, and that the bylaw advanced to First Reading on 2015 November 09, and forwarded to a Public Hearing on 2015 November 24 at 7:00 pm.
3. **THAT** Council authorize the preparation of the necessary bylaw amendments to effect the remaining fee adjustments and text changes, as outlined in *Appendix A to G* of this report.

**REPORT**

The *Local Government Act* provides for the imposition of fees and charges for applications and various types of permits and services under Part 26 (Planning and Land Use Management) and Division 9 (Permits and Fees) for the purpose of recovering the costs of administration, inspection, advertising and processing. Over the years, fees and charges have been established for a number of processes, works and services: permits for building construction, including electrical, plumbing and gas inspections; rezoning, strata titling and subdivision of land; and a variety of other Planning and Building services. To help ensure that fees recover the basic costs of City processes, works and services, staff conduct an annual review of the fee schedule.

Staff have completed the annual review of fees for 2016. *Attachment 1* and *Appendix A to G* outline the recommended adjustments with the City's projected operating costs and Consumer Price Index (CPI) for 2016 taken into consideration. Generally, the Planning and Building Department's fees are proposed to increase by 2.4% to ensure cost recovery and a median fee

To: City Manager  
From: Director Planning and Building  
Re: 2016 Fees for Planning and Building Permits,  
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position relative to other municipalities in the region with similar processes, services, and development conditions. As described in *Attachment 1*, some proposed fees have been adjusted further, or maintained at current rates, to more accurately reflect processing costs.

A major adjustment is proposed to application fees for Master Plan rezonings, Master Plan rezoning amendments, and Comprehensive Development (CD) District rezonings with a floor area ratio (FAR) of 3.6 or greater. These fees are discussed in Section 3.3 of *Attachment 1* and are reflected in *Appendix A*.

It is recommended that a bylaw amending the rezoning application fees, which are in the Burnaby Zoning Bylaw, be given First Reading on 2015 November 09 and advanced to the Public Hearing of 2015 November 24. All other fees that are not part of the Burnaby Zoning Bylaw are not presented at a Public Hearing, and can proceed to Final Adoption according to standard Council procedure. All fees will be implemented following Final Adoption of the necessary bylaw amendments, with an earliest effective date of 2016 January 01.

  
Lou Pelletier, Director  
PLANNING AND BUILDING

LF/JL  
*Attachments*

cc: Director Engineering  
Director Finance  
Director Parks, Recreation and Cultural Services  
Chief Information Officer  
Chief Building Inspector  
City Solicitor  
City Clerk

**Review of Fees for 2016 for Planning and Building Permits,  
Applications and Other Services**

**1.0 GENERAL**

It is intended that the structure and schedules for Planning and Building Department fees account for the full range of costs (administration, processing, record keeping, responding to enquiries, inspections, etc.) for each type of application, permit, service, or work. This approach recognizes that these costs are commonly incurred, to varying degrees, by a variety of different departments. For example, while the bulk of the administrative costs for processing a rezoning application may be incurred in the Current Planning Division, considerable staff effort is often expended in the Clerk's Office, Legal and Lands Department, Engineering Department, Fire Prevention Office, and Building Department, as well as, to some extent, by the RCMP, the Parks, Recreation and Cultural Services Department, the Licence and Property Management Office, and the Tax Office. The degree to which other departments may be involved varies considerably with the type of application and from case to case. The overriding consideration in the *Local Government Act*, which governs fees imposed for planning related services, is that the fee must not exceed the estimated average costs of processing, inspection, advertising and administration for the associated service. The approach taken by the City is to recover the estimated average cost of processing across a wide range of application, permit, service and work types.

Metro Vancouver municipalities with similar processes and services were surveyed to determine the average fee charged for such processes and services in the region. In general, Burnaby's Planning and Building fees continue to maintain a median fee position, with some variation by fee types, relative to other Metro Vancouver municipalities with similar development conditions.

**2.0 COST OF SERVICE ADJUSTMENT**

***2.1 General 2.4% Increase***

In May 1997, Council completed a comprehensive review of fees and directed staff to prepare an annual fee report for each subsequent year. The intent of the annual fee review is to establish a more systematic fee increase process and to avoid substantial increases at any one point in time. Under this system, fees are adjusted each year to ensure that the costs associated with each type of application, permit, service, or work is recovered. Using the established fees as a benchmark, it is proposed that a general fee increase of 2.4% be applied to recover costs for the various permits and other services offered by the Planning and Building Department in 2016.

**3.0 PLANNING DEPARTMENT**

***3.1 Proposed 2016 Planning Fees (Appendix A)***

Rezoning fees (Item 1) are set out in the Burnaby Zoning Bylaw and therefore any change to these fees are presented at a Public Hearing. The other proposed changes to the Planning Department fees are adopted without a Public Hearing, along with the proposed changes to the Building Department fees detailed in Section 4.0 below.

### **3.2 General 2.4% Increase**

Staff have reviewed the existing cost recovery structure of the present fee schedule for rezoning, subdivision, development approvals (PPA), strata titling and various other approval services that are provided by the Planning Department. As required by the *Local Government Act*, the proposed fees are intended to recover the estimated average cost of processing, inspection, advertising and administration. As outlined in *Appendix A*, an increase of 2.4% is generally proposed for Planning Department fees, with the exception of rezoning fees for major projects (discussed in Section 3.3); two other rezoning related fees (discussed in Section 3.4); and two fees associated with subdivision approvals (discussed in Section 3.5).

### **3.3 Rezoning Fees – Master Plan and Major Comprehensive Development (CD) Rezoning**

It is recognized that some development proposals are significantly larger in size, scope, and complexity than accommodated by the current fee structure. These proposals are typically submitted as Comprehensive Development (CD) District rezoning applications, with necessary subdivision approvals and other requirements achieved through the rezoning process. Staff have evaluated alternative fee structures and rates for rezoning processes that may permit more appropriate cost recovery for these larger and more complex applications. The recommended fee structure is detailed below.

Currently, rezoning fees consist of:

- a base fee for the first 1,700 m<sup>2</sup> of site area; and,
- a supplementary fee for each additional 100 m<sup>2</sup> of site area or portion.

As such, this fee structure assumes that the complexity of an application, and the resources required to process it, increases with the size of the development site. To an extent, this assumption is valid as, all else being equal, larger sites permit a greater amount of development. In addition, under this fee structure, simple rezoning proposals, such as changes to the use of an existing building and subcategory rezonings in “R” Residential Districts, are usually subject to the minimum fee. However, this fee structure overlooks factors that increase the complexity of rezoning applications: floor area ratio (FAR), which encompasses the vertical as well as the horizontal massing of a development proposal; Comprehensive Development (CD) rezoning, which requires detailed plan review unlike other forms of rezoning, and which permits multiple underlying zones and uses; and Master Plan development, which requires multi-layered conceptual review and public outreach processes in addition to site planning work.

Staff have compared the fees charged for recent rezoning applications with the estimated staff time required to process them. This comparison has identified a shortfall in cost recovery for larger and more complex applications, including Master Plans and high density residential and mixed use CD rezonings. It has also identified a need for additional staff time to accommodate the increased workload associated with larger projects in a timely manner. In order to recover the costs of these rezoning applications, and improve processing times, it is recommended that the following new fee categories be introduced:

## **1. Master Plans**

- a. Base fee = \$200,000 *plus*
- b. Increment = \$375 for each additional 100 m<sup>2</sup> of site area over 40,000 m<sup>2</sup>

Master Plans establish comprehensive land use, transportation, zoning and design criteria for the development of large areas of land. Although submitted as a CD rezoning application, a Master Plan proposal is significantly larger in scope and requires a much higher level of review than other rezoning applications. As Master Plans are conceptual, site area remains the most significant determinant of scale.

A recent review of Master Plan processes indicates that the amount of staff time required is much greater than for other rezoning applications, and that this amount increases significantly with the size of the site. Master Plan reviews also require much more involvement by senior staff, as well as staff from other departments, including Engineering and Parks, Recreation and Cultural Services. In addition, the public engagement processes require additional resources and staff time.

It is therefore recommended that a base fee of \$200,000 be established for all Master Plan rezoning applications. This base fee represents an estimate of the staff time required for the minimum anticipated site area of 40,000 m<sup>2</sup>, as well as expenses for administration, document production, and public engagement processes. As the complexity of a Master Plan rezoning (and thus the required staff time) increases with site area, an increment of \$375 for each 100 m<sup>2</sup> of site area over 40,000 m<sup>2</sup> is also proposed. This amount represents the estimated difference in staff time spent on Master Plans for sites of varying sizes.

Most Master Plan amendments consist of CD rezoning applications to implement Master Plan phases. It is therefore recommended that fees for Master Plan amendments be subject to the CD rezoning fees discussed below, regardless of FAR. For Master Plan text amendments, or amendments to a conceptual plan, the proposed base fee for CD rezoning applications would apply. Major amendments that result in a comprehensive revision of the Master Plan may be deemed a new Master Plan and subject to the proposed fees above.

## **2. CD Rezonings – FAR ≥ 3.6 / Master Plan Amendments**

- a. Base fee = \$28,000 *plus*
- b. Increment = \$360 for each additional 100 m<sup>2</sup> of site area over 8,000 m<sup>2</sup>; *plus*  
\$360 for each additional 0.1 FAR over 3.6 FAR

Comprehensive Development (CD) rezoning applications propose site specific zoning for developments of varying complexity. The complexity of a CD rezoning application varies with site area and also with density, expressed as floor area ratio (FAR), which controls the vertical as well as the horizontal scale of development. This is particularly true for developments with an FAR of 3.6 or greater, which represents the majority of new high density residential, mixed commercial and residential developments in Burnaby.

Based on an estimate of required staff time, it is proposed that a base fee of \$28,000 be established for all CD rezonings that meet the above criteria. In addition, an increment fee of \$360 for each additional 100 m<sup>2</sup> of site area over 8,000 m<sup>2</sup> and \$360 for each 0.1 FAR over 3.6 FAR would offset the additional staff resources required for larger and more complex applications.

As noted above, these fees would also apply to all Master Plan amendments regardless of FAR. Incremental fees would be calculated based on the site area affected by the amendment proposal.

In addition to allowing for cost recovery, the additional revenue from the proposed fees will serve to off-set funding costs for additional staff provided for in the 2016 Operation Budget submission. Staff positions proposed to support processing of development applications including two positions in the Planning and Building Department (a Community Planner and a Plan Checker) and two positions in the Engineering Department (a Development Technician and an Environmental Technician).

A comparison of the proposed fees with those charged in other municipalities is challenging due to the wide range of review processes, fee structures and fee amounts applicable to major projects and the discretion with which fees may be applied. For instance, what is considered a Master Plan in Burnaby could be processed as an Area Development Plan, a Neighbourhood Concept Plan, an OCP Amendment, a Development Agreement, or as a CD rezoning in other municipalities. In addition, municipalities base major project fees on a variety of factors: site area; site area and FAR; number of dwelling units; or some combination of the above. Moreover, due to the exceptional nature of Master Plan reviews, significant discretion may be exercised in determining which application type or calculation formula best applies to a given proposal. In addition, not all municipalities undertake the form of development, specifically high density mixed use residential projects, anticipated by the proposed fees.

Nevertheless, a comparison of major project fees in other Metro Vancouver municipalities indicates that for Master Plan rezonings, the proposed fees would be the third highest of ten surveyed municipalities. For major CD rezonings, the proposed fees would rank between the fourth and fifth highest of the surveyed municipalities, depending on the size of the rezoning and number of dwelling units.

The general 2.4% increase is proposed for all other rezoning application fees. In addition, a \$500 increase in the Public Hearing fee is proposed, as discussed in Section 3.4 below.

### ***3.4 Rezoning Fees – Public Hearing and Area Plan Notification Signs***

The following changes are proposed to fees associated with rezoning applications:

- **Public Hearing fees:** In 1978, Council increased the rezoning application fee by \$500 in order to recover the cost of newspaper advertisements for the required Public Hearing. Council further stipulated that \$500 be refunded in cases where an application is rejected or

withdrawn prior to Public Hearing. Similarly, those applications that require an additional Public Hearing are assessed an additional \$500 fee.

Since that time, fees for newspaper advertisements have increased. In 2014, Public Hearing notices for 42 rezoning applications were published in the *Burnaby Now* at an average cost of \$595.00 per application. In addition, it is estimated that approximately \$400 in staff time and resources are required to prepare ad text, produce and mail notices, process other Public Hearing materials, and perform other Public Hearing related tasks. It is therefore recommended that the Public Hearing fee for rezoning applications be increased by \$500, for a total of \$1,000.

The Public Hearing fee is currently incorporated into the rezoning application fee. For clarity, and to facilitate annual review in the future, it is recommended that the Public Hearing fee be listed separately in the schedule of fees. For new rezoning applications, the fee for the first Public Hearing would be collected at the time of application; if an additional Public Hearing is required, the fee would be paid prior to scheduling of that hearing. For applications that fail to reach Public Hearing, the equivalent amount of \$1,000 would be refunded. The above changes, as well as the proposed fee amounts, are reflected in the schedule of fees attached as *Appendix A*.

- **Area Plan Notification Sign fees:** In 2003, Council adopted a policy requiring, as a condition of rezoning, the posting of signage with relevant Area Plan information for new multi-family residential projects. The policy was intended to ensure that potential purchasers would be informed of the City's land use policies and the corresponding development potential of neighbouring properties. In adopting the policy, Council required that the signs be produced by the City at the developer's cost.

Currently, developers are assessed \$250 for the required signage. It is recommended that this fee be added to the fee schedule at the current rate of \$250, with annual review in the future.

### 3.5 *Subdivision Fees*

The following changes are proposed to fees associated with subdivision applications:

- **Development Cost Charges – One-third Payments:** As a condition of subdivision and/or rezoning approval, developers are assessed Development Cost Charges to assist with the capital costs of land acquisition for City park and public open spaces, and provision of pedestrian overpasses; the provision of sewer infrastructure by the Greater Vancouver Sewerage and Drainage District (GVS&DD); and the acquisition of new school properties by the Burnaby School District. Under the *B.C. Development Cost Charge (Installments) Regulation of the Local Government Act*, the City permits these charges to be paid in one-third installments at the applicant's request.

Processing the installment payments requires a significant amount of staff time. Each payment cycle requires correspondence and accounting activity in the Finance Department, form preparation, payment processing, and customer service by Planning Department front counter staff; and preparation of interdepartmental memos, revised Letters of Credit, reminder letters, and associated record keeping by subdivision technicians. Because this activity is undertaken for the convenience of applicants, it is appropriate that those who choose this payment method bear the costs.

In order to recuperate estimated processing costs, it is therefore recommended that a \$750 fee per installment be established for Development Cost Charges paid on a one-third installment basis.

- **Administration Fee – 1%:** In order to recover the costs of processing and reviewing compliance bonds for required works (e.g., public walkways and improvements, private roads, tree replacement, landscaping, fencing) an administration fee equal to 1% of the bond amount is collected. It is recommended that this fee remain at its current rate and be added to the Schedule of Planning Fees to permit annual review.

All Planning Division fees have been rounded to the nearest dollar, with the exception of the Preliminary Plan Approval “on construction value” fee (Item 4), which has been rounded to the nearest \$0.05.

#### **4.0 BUILDING DEPARTMENT**

##### **4.1 Proposed 2016 Building Fees (Appendix B to G)**

The proposed Building Department fees are outlined as follows:

- Plumbing Permit and Inspection Fees (Appendix B)
- Gas Permit and Inspection Fees (Appendix C)
- Building Permit and Inspection Fees (Appendix D.1)
  - Refund of Fees (Appendix D.2)
  - Damage Deposits and Inspection Fees (Appendix D.3)
- Electrical Permit and Inspection Fees (Appendix E)
- Tree Permit Fees (Appendix F)
- Sewer Connection Permit Fees (Appendix G)

##### **4.2 General 2.4% Increase**

A fee increase of 2.4% is proposed for Building Department fees, with the following exceptions:

- **Plumbing, Gas, and Electrical Permit Fees – Permit Refunds:** In 2013, the minimum non-refundable amount was increased from \$100 to \$150 for the following fees:



- **Plumbing Permit Fees** (Item 13 in Appendix B)
- **Gas Permit Fees** (Item 8 in Appendix C)
- **Electrical Permit Fees** (Item 8 in Appendix E)

Due to this previous increase, no increase is proposed for 2016.

- **Building Permit Fees – Refund of Fees:** In 2015, the minimum non-refundable amount was increased from:
  - \$100 to \$150 for Building Permit fees collected after commencement of construction (Item 1 in Appendix D.2); and
  - \$200 to \$300 for Building Permit fees collected prior to commencement of construction (Item 2 and 3 in Appendix D.2).

Due to this previous increase, no change is proposed for 2016.

- **Building Permit Fees – Permit Extensions:** Due to the adjustment made in 2013, which increased this fee from \$102.60 to a three-tiered system with fees ranging from \$200 to \$400, no change is proposed for 2016 (Item 3 in Appendix D.1).
- **Building Permit Fees – Special Inspections:** Due to the adjustment made in 2013, which increased the base fee from \$82.10 to \$250, no change to the base fee is proposed for 2016. However, the general 2.4% increase is proposed for the supplemental hourly fee (Item 8(a) in Appendix D.1).
- **Building Permit Fees – File Research and Letter:** The land title search fee and land title document and plan image records fee were first introduced in 2015. These fees remain sufficient to recover the costs of land title related searches; therefore, no change is proposed for 2016 (Item 11 in Appendix D.1).
- **Building Permit Fees – Signs:** The extent of review required for Preliminary Plan Approval (PPA) applications for signs, and particularly for Comprehensive Sign Plans, far exceeds the fees that are currently collected. In order to reflect the actual costs of PPA processing, the following fee increases are proposed:
  - **Sign PPAs:** an increase from \$89.00 to \$130.00 per sign application;
  - **Comprehensive Sign Plans:** an increase from \$247.00 to \$500.00; and
  - **Integrated Comprehensive Sign Plans for a Comprehensive Development rezoning or Master Plan rezoning:** an increase from \$977.00 to \$2,500.00.

The general 2.4% increase is proposed for all other PPA fees (Item 14 in Appendix D.1).

- **Damage Deposit and Inspection Fees:** Damage deposit and inspection fees are collected by the City's Engineering Department and the pre- and post-construction inspections of adjacent City property are carried out by Engineering Inspectors. However, damage deposit amounts and related inspection fees are listed under Schedule D of the Building Bylaw. The Engineering Department proposes a general 2.4% increase in inspection fees, and a 100% increase in the base damage deposit for the following:
  - construction, addition or demolition of a single- or two-family dwelling;
  - construction or demolition other than single- or two-family dwelling;
  - swimming pool installation; and
  - construction of carport or garage.

This increase is intended to cover the rising cost of labour and materials in performing remediation when damage is done to City infrastructure such as sidewalks, street lights, street furniture, curbs, and gutters. An increased damage deposit would also provide additional financial incentive to ensure that remediation is completed quickly and appropriately. The damage deposit is 100% refundable upon completion of City inspections (Item 2 in Appendix D.3).

- **Copies of Departmental Records and Drawings:** The following items specify fees for attaining copies of departmental records and drawings:
  - **Plumbing Permit Fees** (Item 14 in Appendix B)
  - **Gas Permit Fees** (Item 9 in Appendix C)
  - **Building Permit Fees** (Item 16 in Appendix D.1)
  - **Electrical Permit Fees** (Item 15 in Appendix E)
  - **Tree Permit Fees** (Item 4 in Appendix F)

A new fee structure was introduced in 2015 to better reflect administrative costs, including the staff time required to respond to requests. No change to the flat rate fee of \$15.00 for file research is proposed for 2016. However, the general 2.4% increase is proposed for copies generated in electronic and paper formats.

Fee increases for the Building Department have been rounded to the nearest \$0.05, with the exception of the per kVA fees for electrical permits, which have not been rounded, and the following fees, which have been rounded to the nearest \$1.00: re-inspection fees, Preliminary Plan Approval (PPA) base fees and sign fees, land title search fees, file research fee, minimum non-refundable amounts on Building Permits, damage deposit related inspection fees, Tree Permit fees, and Sewer Connection Permit fees.

From an administrative standpoint, it is noted that changes to the Building Department fee schedule do not require a presentation at a Public Hearing.

## Proposed 2016 Planning Fees:

SCHEDULE OF PLANNING FEES	Current (2015)	Proposed (2016)
<b>1. Rezoning Applications:</b> <i>(As the Rezoning fees are set out in the Burnaby Zoning Bylaw, proposed changes to the fees are presented at a Public Hearing)</i>		
<b>▪ Rezoning Application Fee:</b>		
(a) CD Rezoning with FAR less than 3.6, and Standard Rezoning		
First 1,700 m <sup>2</sup> (18,299 sq.ft.) of site area or part thereof	\$2,205.00 <i>plus \$500.00 Public Hearing Fee</i>	\$2,258.00 <i>plus \$1,000.00 Public Hearing Fee</i>
Each additional 100 m <sup>2</sup> (1,076 sq.ft.) of site area or part thereof	\$59.00	\$60.00
(b) Master Plan Rezoning		
First 40,000 m <sup>2</sup> (430,556 sq.ft.) of site area or part thereof	---	\$200,000.00 <i>plus \$1,000.00 Public Hearing Fee</i>
Each additional 100 m <sup>2</sup> (1,076 sq.ft.) of site area or part thereof	---	\$375.00
(c) CD Rezoning with FAR greater than or equal to 3.6, and Master Plan Amendments		
(FAR means "floor area ratio" as defined in Burnaby Zoning Bylaw, 1965)		
First 8,000 m <sup>2</sup> (86,111 sq.ft.) of site area and 3.6 FAR or part thereof	---	\$28,000.00 <i>plus \$1,000.00 Public Hearing Fee</i>
Each additional 100 m <sup>2</sup> (1,076 sq.ft.) of site area or part thereof	---	\$360.00
Each additional 0.1 FAR or part thereof	---	\$360.00
<b>▪ Administration of Servicing File:</b>		
For a rezoning or Preliminary Plan Approval application that does not include a subdivision	\$1,057.00	\$1,082.00

<b>SCHEDULE OF PLANNING FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
Where there is only one servicing requirement	\$513.00	\$525.00
<b>▪ Public Hearing:</b>		
(a) First Public Hearing	\$500.00	\$1,000.00
(b) Additional Public Hearing	\$500.00	\$1,000.00
<b>▪ Area Plan Notification Sign</b>	\$250.00	No Change
<b>2. Subdivision Applications:</b>		
<b>▪ Airspace parcel subdivision application:</b> (FAR means "floor area ratio" as defined in Burnaby Zoning Bylaw, 1965)		
(c) FAR of less than 2.0	\$10,822.00	\$11,082.00
(d) FAR of 2.0 or greater	\$16,232.00	\$16,622.00
<b>▪ Strata title subdivision application:</b>		
(a) two-family and industrial/commercial conversions	\$652.00	\$668.00
(b) each additional industrial/commercial unit	\$37.00	\$38.00
<b>(c) phased strata plan:</b>		
First phase	\$1,135.00	\$1,162.00
Subsequent phases	\$148.00	\$152.00
Last phase	\$449.00	\$460.00
Amendment to Form P	\$82.00	\$84.00
<b>▪ Subdivision application other than Airspace Parcel and Strata Title subdivision applications above</b>	\$2,705.00	\$2,770.00
<b>▪ Road Closure/Highway Exchange</b>	\$2,221.00	\$2,274.00
<b>▪ Tentative Approval Extension:</b>		
(a) Single family subdivision	\$251.00	\$257.00
(b) Other subdivisions and servicing for rezoning and PPAs	\$562.00	\$575.00

<b>SCHEDULE OF PLANNING FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
<b>▪ Personal Preference Address Change</b>  <i>Fees subject to all applicable taxes</i> (No charge when included in application for subdivision)	\$736.00	\$754.00
<b>▪ Land Title Searches:</b>  <i>Fees subject to all applicable taxes</i>		
(a) Land Title search	\$15.00 per search	No Change
(b) Land Title Document and Plan Image records	\$20.00 per search	No Change
<b>▪ Process installments on Development Cost Charges:</b>		
For first installment	---	\$750.00
For each subsequent installment	---	\$750.00
<b>▪ Administration Fees:</b>  <i>Fees subject to all applicable taxes</i>		
For processing and reviewing compliance bonds for required works (eg. public walkways and improvements, private roads, tree replacement, landscaping, fencing, public art installations, etc.)	1% of estimated Compliance Bonding	No Change
<b>3. Liquor Licence Applications:</b>		
New licence or location	\$807.00	\$826.00
Amendments to existing liquor licences	\$410.00	\$420.00
<b>4. Preliminary Plan Approval (PPA) Applications<sup>1</sup>:</b>		
(a) For signs	\$89.00 per sign application	\$130.00 per sign application
(b) For Comprehensive Sign Plans	\$247.00	\$500.00
(c) For Integrated Comprehensive Sign Plans for CD Rezoning and/or Master Plan Rezoning	\$977.00	\$2,500.00
(d) For all other development:		
On estimated construction value (per \$1,000)	\$2.40	\$2.45

<b>SCHEDULE OF PLANNING FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
Minimum Fee	\$247.00	\$253.00
(e) For each extension	\$149.00	\$153.00

<sup>1</sup> Fees for PPAs fall under the Building Bylaw and are included in the Building Permit Fee Schedule. They are listed in the schedule of Planning Fees for convenience.

**Proposed 2016 Building Fees – Plumbing Permit and Inspection Fees:**

<b>SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
<b>1. Plumbing Fixtures:</b>		
For the rough-in and completion of each plumbing fixture		
(Fixtures shall include but not be limited to the following: roof drain, floor drain, dishwasher, clothes washer, water heater, water meter or backflow protection device under 4 inches in size with test ports.)		
Each fixture	\$52.30 for the first fixture and \$28.50 for each additional fixture	\$53.55 for the first fixture and \$29.20 for each additional fixture
For each backflow protection device 4 inches or greater in size	\$142.15	\$145.55
For the removal of each fixture and the capping off of piping	\$52.30 for the first fixture removed and \$13.05 for each additional fixture removed	\$53.55 for the first fixture removed and \$13.35 for each additional fixture removed
<b>2. Interceptors:</b>		
For the installation of a catch basin, sump, oil interceptor, manhole or trench drain		
Each unit	\$35.75	\$36.60
<b>3. Site Fire Protection:</b>		
For the installation of underground fireline or hydrants		
Each 30 m or portion thereof	\$35.75	\$36.60
Each fire hydrant	\$28.45	\$29.15
<b>4. Building Fire Protection:</b>		
For the installation or relocation of the following:		
First sprinkler head	\$73.90	\$75.65
Each additional sprinkler head	\$2.55	\$2.60

<b>SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
Each fire pump test header	\$35.75	\$36.60
First siamese connection, hose cabinet, hose outlet, wet/dry outlet or standpipe	\$35.75	\$36.60
Each additional siamese connection, hose cabinet, hose outlet, wet/dry outlet or standpipe  <i>(Note: the second and subsequent fixtures do not have to be the same as the first fixture to qualify for the discount)</i>	\$23.85	\$24.40
For the installation or alteration of any above ground fire suppression piping where no fixtures are involved:		
Each 30 m or portion thereof	\$35.75	\$36.60
<b>5. Replacement of Building Water Pipe:</b>		
For the removal and replacement of existing pipe		
(a) in multi-family residential buildings, hotels and motels (each unit)	\$25.30	\$25.90
(b) in all other buildings:		
For the first 30 m of piping or portion thereof	\$85.40	\$87.45
For each additional 30 m of piping or portion thereof	\$49.75	\$50.95
<b>6. Other Piping:</b>		
For the installation or alteration of site piping (storm, sani, domestic water), rainwater leader, domestic water piping or any other plumbing pipe or where no fixtures are involved		
For the first 30 m of piping or portion thereof	\$49.15	\$50.35
For each additional 30 m of piping or portion thereof	\$28.30	\$29.00
<b>7. Heating Permits:</b>		
Fees based on maximum BTU input of the appliance with a minimum fee of 50,000 BTU's	\$2.90 per 1,000 BTU's heating appliance input	\$2.95 per 1,000 BTU's heating appliance input



<b>SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
<b>8. Reinspection Fee:</b>		
Where it has been determined by the Plumbing Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work reinspection is required		
<i>Reinspection Fees subject to all applicable taxes</i>		
1st reinspection	\$54.00	\$55.00
2nd reinspection	\$233.00	\$239.00
3rd reinspection	\$460.00	\$471.00
4th reinspection	\$920.00	\$942.00
5th reinspection and thereafter	\$1,152.00	\$1,180.00
<b>9. Special Inspections:</b>		
<i>Special Inspection Fees subject to all applicable taxes and must be approved by the Chief Building Inspector.</i>		
(a) For an inspection requested by the owner but not required by the Bylaw	\$88.80/hour or part thereof (\$88.80 minimum)	\$90.95/hour or part thereof (\$90.95 minimum)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$499.65 plus \$127.70/hour or part thereof after the first four hours. Travel time included.	\$511.65 plus \$130.75/hour or part thereof after the first four hours. Travel time included.
(c) For an inspection that requires special arrangements because of length of time, frequency of inspection visits, location outside the City limits, construction techniques or otherwise	\$88.80/hour or part thereof (\$88.80 minimum)	\$90.95/hour or part thereof (\$90.95 minimum)
(d) For Strata title subdivision application inspections	\$197.15	\$201.90

<b>SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
<b>10. Review of Preliminary or Modified Drawings and Specifications:</b>  <i>Review Fees subject to all applicable taxes</i>	\$69.25/hour (minimum 0.5 of an hour)	\$70.90/hour (minimum 0.5 of an hour)
<b>11. Permit Transfer or Assignment Fee:</b>		
For the transfer or assignment of a plumbing permit and to record a change of contractor for a project	\$108.25	\$110.85
<b>12. Permit Extension:</b>	\$108.25	\$110.85
<b>13. Permit Fee Refund:</b>	Where no work has been performed under the permit, the refund will be 90% of the fee paid subject to a minimum non-refundable amount of \$150.00. No refunds will be given unless a written request is received by the Chief Building Inspector.	No Change
<b>14. Copies of Departmental Records or Drawings:</b>  <i>Fees subject to all applicable taxes</i>	\$15.00 file research fee  Electronic copies: \$2.00 per image  Paper copies: \$3.25 per page for copies 8.5x11 inches  \$7.80 per page for copies 11x17 inches or larger	No Change  Electronic copies: \$2.05 per image  Paper copies: \$3.35 per page for copies 8.5x11 inches  \$8.00 per page for copies 11x17 inches or larger

## Proposed 2016 Building Fees – Gas Permit and Inspection Fees:

<b>SCHEDULE OF GAS PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
<b>1. Installations in Single- and Two-Family Dwellings:</b>		
(a) For each appliance:		
For first appliance	\$52.30	\$53.55
For each additional appliance	\$28.50	\$29.20
(b) For each vent installation:		
For first vent	\$52.30	\$53.55
For each additional vent	\$28.50	\$29.20
(c) House Piping only - no appliance installed:		
For the first 30 m of piping or portion thereof	\$49.20	\$50.40
For each additional 30 m of piping or portion thereof	\$28.30	\$29.00
<b>2. Commercial, Industrial, Institutional or Multi-family Installations:</b>		
(a) For each appliance with input of:		
(i) 30 kW (102,000 BTU/Hr) or less		
For first appliance	\$51.15	\$52.40
For each additional appliance	\$42.15	\$43.15
(ii) 31 to 120 kW (103,000 to 409,000 BTU/Hr)	\$86.35	\$88.40
(b) For piping only:		
First 30 m or less	\$50.35	\$51.55
Each additional 30 m or part thereof	\$35.75	\$36.60
(c) For each vent installation (no appliance)	\$50.35	\$51.55
(d) Laboratory equipment:		
For each 200,000 BTU's or part thereof in a room	\$71.75	\$73.45

<b>SCHEDULE OF GAS PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
<b>3. Reinspection Fee:</b>  Where it has been determined by the Gas Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work reinspection is required  <i>Reinspection Fees subject to all applicable taxes</i>		
1st reinspection	\$54.00	\$55.00
2nd reinspection	\$233.00	\$239.00
3rd reinspection	\$460.00	\$471.00
4th reinspection	\$920.00	\$942.00
5th reinspection and thereafter	\$1,152.00	\$1,180.00
<b>4. Special Inspections:</b>  <i>Special Inspection Fees subject to all applicable taxes and must be approved by the Chief Building Inspector.</i>		
(a) For an inspection requested by the owner but not required by the Bylaw	\$88.80/hour or part thereof (\$88.80 minimum)	\$90.95/hour or part thereof (\$90.95 minimum)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$499.65 plus \$127.70/hour or part thereof after the first four hrs. Travel time incl.	\$511.65 plus \$130.75/hour or part thereof after the first four hrs. Travel time incl.
(c) For an inspection that requires special arrangements because of length of time, frequency of inspection visits, location outside the City limits, construction techniques or otherwise	\$88.80/hour or part thereof (\$88.80 minimum)	\$90.95/hour or part thereof (\$90.95 minimum)
<b>5. Review of Preliminary or Modified Drawings and Specifications:</b>  <i>Review Fees subject to all applicable taxes</i>	\$69.25/hour (minimum 0.5 of an hour)	\$70.90/hour (minimum 0.5 of an hour)

<b>SCHEDULE OF GAS PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
<b>6. Permit Transfer or Assignment Fee:</b>		
For the transfer or assignment of a gas permit and to record a change of contractor for a project	\$108.25	\$110.85
<b>7. Permit Extension:</b>	\$108.25	\$110.85
<b>8. Permit Fee Refund:</b>	Where no work has been performed under the permit, the refund will be 90% of the fee paid subject to a minimum non-refundable amount of \$150.00. No refunds will be given unless a written request is received by the Chief Building Inspector.	No Change
<b>9. Copies of Departmental Records or Drawings:</b>  <i>Fees subject to all applicable taxes</i>	<p>\$15.00 file research fee</p> <p>Electronic copies: \$2.00 per image</p> <p>Paper copies: \$3.25 per page for copies 8.5x11 inches</p> <p>\$7.80 per page for copies 11x17 inches or larger</p>	<p>No Change</p> <p>Electronic copies: \$2.05 per image</p> <p>Paper copies: \$3.35 per page for copies 8.5x11 inches</p> <p>\$8.00 per page for copies 11x17 inches or larger</p>

**Proposed 2016 Building Fees – Building Permit and Inspection Fees:**

<b>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
<b>1. Application for a Building Permit:</b>		
(a) For single- or two-family dwelling where construction value exceeds \$82,000, including renovations, additions and accessory buildings	\$220.30	\$225.60
(b) For all other	20% of estimated Building Permit Fee, subject to a minimum of \$57.70 and a maximum of \$6,402.00	20% of estimated Building Permit Fee, subject to a minimum of \$59.10 and a maximum of \$6,555.65
<b>2. Building Permit:</b>		
(a) Value of Construction:		
\$0 to \$1,000	\$57.70	\$59.10
\$1,001 to \$20,000	\$57.70 plus \$17.05/\$1,000 or part thereof over \$1,000	\$59.10 plus \$17.45/\$1,000 or part thereof over \$1,000
\$20,001 to \$200,000	\$381.65 plus \$11.75/\$1,000 or part thereof over \$20,000	\$390.65 plus \$12.05/\$1,000 or part thereof over \$20,000
\$200,001 and over	\$2,496.65 plus \$10.10/\$1,000 or part thereof over \$200,000	\$2,559.65 plus \$10.35/\$1,000 or part thereof over \$200,000
(b) For Chimneys and Solid Fuel Appliances:		
Masonry Chimney	\$67.00 per dwelling unit	\$68.60 per dwelling unit
Prefab Metal Chimney – Class “A”	\$67.00 per dwelling unit	\$68.60 per dwelling unit
Free standing solid fuel stove or fireplace	\$81.60	\$83.55
Free standing solid fuel stove or fireplace and Class “A” Chimney	\$101.85	\$104.30

<b>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
Solid fuel insert (includes pre safety inspection)	\$101.85	\$104.30
<b>(c) For a Building Permit relating to:</b>		
For replacement of building water piping that does not involve the inside of a unit, the fee will be based on the construction value of the piping and all architectural work such as fire stopping, repairing drywall, building shafts/fire separations, coring, and related work as per Item 2(a) Building Permit – Value of Construction above.	\$25.30 per unit for piping within the unit; for piping outside of the unit, as per item 2(a) “Building Permit – Value of Construction” above	\$25.90 per unit for piping within the unit; for piping outside of the unit, as per item 2(a) “Building Permit – Value of Construction” above
<b>3. Permit Extension:</b>		
1st extension	\$200.00	No Change
2nd extension	\$300.00	No Change
Each additional extension	\$400.00	No Change
<b>4. Review of Preliminary or Modified Drawings and Specifications:</b>		
<i>Review Fees subject to all applicable taxes</i>	\$69.25/hour (minimum 0.5 of an hour)	\$70.90/hour (minimum 0.5 of an hour)
<b>5. Building Permit for a Demolition:</b>		
Accessory building (when demolished separately from single- and two-family homes, or when the accessory building is associated with other building types)	\$67.00	\$68.60
Single-family or two-family home (fee includes accessory buildings, if the accessory buildings are being demolished at the same time)	\$284.35	\$291.15
Principal buildings and structures other than single- and two-family homes	\$710.70	\$727.75
<b>6. Building Permit for Temporary Building or Structure:</b>		
Per year from date of issue	\$499.95	\$511.95

<b>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
<b>7. Reinspection Fee:</b>  Where it has been determined by the Building Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work, reinspection is necessary.  <i>Reinspection Fees subject to all applicable taxes.</i>		
1st reinspection	\$54.00	\$55.00
2nd reinspection	\$233.00	\$239.00
3rd reinspection	\$460.00	\$471.00
4th reinspection	\$920.00	\$942.00
5th reinspection and thereafter	\$1,152.00	\$1,180.00
<b>8. Special Inspections:</b>  <i>Special Inspection Fees subject to all applicable taxes and must be approved by the Chief Building Inspector.</i>		
(a) For an inspection requested by the owner but not required by the Bylaw	\$250.00 for the first hour or part thereof and \$88.80 for each additional hour or part thereof (\$250.00 minimum)	\$250.00 for the first hour or part thereof and \$90.95 for each additional hour or part thereof (\$250.00 minimum)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$499.65 plus \$127.70/hour or part thereof after the first four hrs. Travel time incl.	\$511.65 plus \$130.75/hour or part thereof after the first four hrs. Travel time incl.
(c) For an inspection that requires special arrangements because of length of time, frequency of inspection visits, location outside the City limits, construction techniques or otherwise	\$88.80/hour or part thereof (\$88.80 minimum)	\$90.95/hour or part thereof (\$90.95 minimum)
(d) For a special safety inspection following an electrical or gas disconnection	\$537.80	\$550.70



<b>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
(e) Strata title subdivision application inspections	\$197.15	\$201.90
<b>9. Provisional Occupancy Permission:</b>		
For an inspection for Provisional Occupancy Permission when requested by the Owner	Fees shall be charged under Item 8, Special Inspections	No Change
<b>10. Permit Transfer or Assignment Fee:</b>		
For the transfer or assignment of a building permit or to record a change of contractor for a project	\$108.25	\$110.85
<b>11. File Research and Letter:</b>		
<i>Fees subject to all applicable taxes</i>		
Single-family or two-family dwelling	\$108.25	\$110.85
All other buildings	\$162.30 per legal address	\$166.20 per legal address
Land Title search	\$15.00 per search	No Change
Land Title Document and Plan Image records	\$20.00 per search	No Change
<b>12. Application for Alternative Solutions under the British Columbia Building Code:</b>		
<i>Fees subject to all applicable taxes</i>	\$512.10 for each alternative solution on a development and \$156.80 for each revision	\$524.40 for each alternative solution on a development and \$160.55 for each revision
<b>13. Application for Heating System:</b>		
Fees based on maximum BTU input of the appliance with a minimum fee based on 50,000 BTU's	\$2.90 per 1,000 BTU's heating appliance input	\$2.95 per 1,000 BTU's heating appliance input
<b>14. Application for Preliminary Plan Approval:</b>		
(a) For signs	\$89.00 per sign application	\$130.00 per sign application
(b) For Comprehensive Sign Plans	\$247.00	\$500.00

<b>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
(c) For Integrated Comprehensive Sign Plans for CD Rezoning and/or Master Plan Rezoning	\$977.00	\$2,500.00
(d) For all other development	\$2.40 per \$1,000 of estimated construction value, with a minimum of \$247.00	\$2.45 per \$1,000 of estimated construction value, with a minimum of \$253.00
(e) For each extension	\$149.00	\$153.00
<b>15. Certificate by Registered Professionals:</b>		
When a Building Permit is issued reliant upon the certification of a registered professional engineer or architect, the permit fee will be reduced by 2.5% of the fees payable, up to a maximum reduction of \$500.00	2.5% of fees payable (\$500.00 max.)	No Change
<b>16. Copies of Departmental Records or Drawings:</b>		
<i>Fees subject to all applicable taxes</i>	\$15.00 file research fee	No Change
	Electronic copies: \$2.00 per image	Electronic copies: \$2.05 per image
	Paper copies: \$3.25 per page for copies 8.5x11 inches	Paper copies: \$3.35 per page for copies 8.5x11 inches
	\$7.80 per page for copies 11x17 inches or larger	\$8.00 per page for copies 11x17 inches or larger

**Appendix D.2**

**Proposed 2016 Building Fees – Building Permit and Inspection Fees (Refund of Fees):**

<b>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES (REFUND OF FEES)</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
<b>1. Building Permit Application Fee Refund where plan checking has not commenced:</b>  <i>Note: There will be no refund of any portion of the application fee once the plan checking has been started.</i>		
(a) For single- or two-family dwellings, including renovations, additions and accessory buildings	70% of Application Fee subject to a minimum non-refundable amount of \$150.00	No Change
(b) For all other applications	70% of Application Fee subject to a minimum non-refundable amount of \$150.00	No Change
<b>2. Building Permit Fee Refund where construction has not commenced, no inspection has been made and a permit has not been extended or expired:</b>	Refund equals 90% of the difference between the Building Permit Fee and the Building Permit. Application Fee subject to a minimum non-refundable amount of \$300.00	No Change

<b>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES (REFUND OF FEES)</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
<b>3. For any permit or special inspection where no Application Fee is charged. Refund will be made only where work has not commenced, no inspection has been made and a permit has not been extended:</b>	70% of the Permit Fee subject to a minimum non-refundable amount of \$300.00	No Change
<b>4. No refunds will be given unless a written request is received by the Chief Building Inspector</b>		No Change
<b>5. Whether work has started or not, no refunds will be given for any permit that has expired</b>		No Change
<b>6. No refunds will be given for permit extension fees</b>		No Change
<b>7. All refunds will be paid to the owner or as directed by the owner in writing</b>		No Change

### Appendix D.3

#### Proposed 2016 Building Fees – Schedule D of the Building Bylaw (Damage Deposits and Inspection Fees):

SCHEDULE OF DAMAGE DEPOSITS AND INSPECTION FEES	Inspection Fee		Damage Deposit	
	Current (2015)	Proposed (2016)	Current (2015)	Proposed (2016)
<i>Note: No interest is payable on damage deposits paid to or held by the City</i>				
<b>1. Single- or Two-Family Dwelling Construction</b>	\$87.00	\$89.00	\$2,000.00	\$4,000.00
<b>2. Single- or Two-Family Dwelling Addition or Demolition</b>	\$87.00	\$89.00	\$1,500.00	\$3,000.00
<b>3. Construction other than Single- or Two-Family Dwelling</b>	\$174.00	\$178.00	\$5,000.00 for 15 m frontage and \$30.00/m of frontage thereafter	\$10,000.00 for 15 m frontage and \$60.00/m of frontage thereafter
<b>4. Demolition other than Single- or Two-Family Dwelling</b>	\$114.00	\$117.00	\$5,000.00 for 15 m frontage and \$30.00/m of frontage thereafter	\$10,000.00 for 15 m frontage and \$60.00/m of frontage thereafter
<b>5. Swimming Pool Installation</b>	\$87.00	\$89.00	\$1,500.00	\$3,000.00
<b>6. Construction of Carport or Garage</b>	\$87.00	\$89.00	\$1,000.00	\$2,000.00

## Proposed 2016 Building Fees – Electrical Permit and Inspection Fees:

<b>SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
<b>1. New One- and Two-Family Detached Dwellings:</b>		
(a) Electrical system for a dwelling including service connection and Temporary Current Permit	18% of Building Permit Fee	No Change
(b) Security system, data, cable, TV, vacuum, intercom, sound system and telephone	Fee based on value of electrical installation including materials and labour (Item 2). Minimum \$250.00 job value	No Change
<b>2. Electrical Installations Other Than New One- and Two-Family Detached Dwellings:</b>		
Fee based on value of electrical installation including materials and labour  <i>Plus Temporary Current Permit where applicable</i>		
Value of Electrical Installation (as approved by Electrical Inspector):		
\$100 or less	\$42.75	\$43.80
\$100.01 - \$250	\$57.05	\$58.40
\$250.01 - \$350	\$71.05	\$72.75
\$350.01 - \$500	\$85.35	\$87.40
\$500.01 - \$700	\$106.50	\$109.05
\$700.01 - \$1,000	\$128.40	\$131.50
\$1,000.01 - \$10,000	\$128.40 plus \$52.75/\$1,000 or part thereof over \$1,000	\$131.50 plus \$54.00/\$1,000 or part thereof over \$1,000
\$10,000.01 - \$50,000	\$603.15 plus \$28.60/\$1,000 or part thereof over \$10,000	\$617.50 plus \$29.30/\$1,000 or part thereof over \$10,000

<b>SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
\$50,000.01 - \$100,000	\$1,747.15 plus \$16.95/\$1,000 or part thereof over \$50,000	\$1,789.50 plus \$17.35/\$1,000 or part thereof over \$50,000
\$100,000.01 - \$500,000	\$2,594.65 plus \$11.40/\$1,000 or part thereof over \$100,000	\$2,657.00 plus \$11.65/\$1,000 or part thereof over \$100,000
\$500,000.01 - \$1,500,000	\$7,154.65 plus \$9.65/\$1,000 or part thereof over \$500,000	\$7,317.00 plus \$9.90/\$1,000 or part thereof over \$500,000
\$1,500,000.01 and over	\$16,804.65 plus \$3.05/\$1,000 or part thereof over \$1,500,000	\$17,217.00 plus \$3.10/\$1,000 or part thereof over \$1,500,000
<b>3. Temporary Current Permit:</b> (not required for one- or two-family dwelling)	\$169.90	\$174.00
<b>4. Operating Permit for One Commercial or Industrial Plant or Establishment:</b> (annual fee based on service capacity)	\$0.33 per kVA Minimum 600 kVA (\$198.00) Maximum 8700 kVA (\$2,871.00)	\$0.34 per kVA Minimum 600 kVA (\$204.00) Maximum 8700 kVA (\$2,958.00)
For each additional permit	\$198.00	\$204.00
<b>5. Temporary Saw Service:</b>	Fee based on value of electrical installation as per Section 2 (Minimum \$85.35)	Fee based on value of electrical installation as per Section 2 (Minimum \$87.40)
<b>6. Review of Preliminary or Modified Drawings and Specifications:</b>  <i>Review Fees subject to all applicable taxes</i>	\$69.25/hour (minimum 0.5 of an hour)	\$70.90/hour (minimum 0.5 of an hour)

<b>SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
<b>7. Permit Fee to Record Work Done Without Permit and Inspection:</b>		
Where electrical work has been carried out without a permit and a permit is accepted to approve and inspect the work after the fact, the fee shall be calculated under Section 2 based on the value of the electrical installation as estimated by the Chief Building Inspector at the time of application for the electrical permit	Minimum \$128.40	Minimum \$131.50
<b>8. Permit Fee Refund:</b>		
	Where no inspection has been performed under the permit, the refund will be 90% of the fee paid subject to a minimum non-refundable amount of \$150.00. No refunds will be given unless a written request is received by the Chief Building Inspector.	No Change
<b>9. Permit Extension:</b>		
	\$108.25	\$110.85
<b>10. Signs:</b>		
(a) Neon:		
For first transformer	\$94.75	\$97.00
Each for the next two transformers	\$62.75	\$64.25
Each for the next two transformers	\$44.35	\$45.40
For each remaining transformer	\$32.00	\$32.75
(b) Fluorescent or light – emitting diode (LED):		
For first 15 AMP branch circuit or equivalent	\$94.75	\$97.00
Each for the next two 15 AMP branch circuit or equivalent	\$62.75	\$64.25



<b>SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
Each for the next two 15 AMP branch circuit or equivalent	\$44.35	\$45.40
For each remaining 15 AMP branch circuit or equivalent	\$32.00	\$32.75
(c) Other signs requiring electrical installation:		
Calculated under Section 2 based on the value of the electrical installation	Minimum \$106.50	Minimum \$109.05
<b>11. Operating Permit for Special Event or Film Project:</b>		
(a) One location, one project (includes filming in studio):		
0 to 30 days	\$138.75	\$142.10
0 to 60 days	\$244.90	\$250.80
0 to 90 days	\$284.35	\$291.15
0 to 180 days	\$381.60	\$390.75
0 to 360 days	\$694.20	\$710.85
(b) Multi locations, one project Permit valid for maximum 365 days:		
0 to 30 days	\$106.95 per location (maximum \$427.80)	\$109.50 per location (maximum \$438.00)
0 to 60 days	\$142.10 per location (maximum \$568.40)	\$145.50 per location (maximum \$582.00)
0 to 90 days	\$180.80 per location (maximum \$723.20)	\$185.15 per location (maximum \$740.60)
0 to 180 days	\$204.10 per location (maximum \$816.40)	\$209.00 per location (maximum \$836.00)
0 to 360 days (annual permit)	\$1,772.30, any number of locations	\$1,814.85, any number of locations

<b>SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
(c) Annual permit fee for film studio for repair and maintenance only	\$0.44 per kVA Minimum 640 kVA (\$281.60) Maximum 6700 kVA (\$2,948.00)	\$0.45 per kVA Minimum 640 kVA (\$288.00) Maximum 6700 kVA (\$3,015.00)
<b>12. Reinspection Fee:</b>  Where it has been determined by the Electrical Inspector that due to non- compliance with the provisions of this Bylaw or incomplete work reinspection is required  <i>Reinspection Fees subject to all applicable  taxes</i>		
1st reinspection	\$54.00	\$55.00
2nd reinspection	\$233.00	\$239.00
3rd reinspection	\$460.00	\$471.00
4th reinspection	\$920.00	\$942.00
5th reinspection and thereafter	\$1,152.00	\$1,180.00
<b>13. Special Inspections:</b>  <i>Special Inspection Fees subject to all  applicable taxes and must be approved by  the Chief Building Inspector.</i>		
(a) For an inspection requested by the owner or occupant but not required by the Bylaw	\$88.80/hour or part thereof (\$88.80 minimum)	\$90.95/hour or part thereof (\$90.95 minimum)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$499.65 plus \$127.70/hour or part thereof after the first four hrs. Travel time incl.	\$511.65 plus \$130.75/hour or part thereof after the first four hrs. Travel time incl.

<b>SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
(c) For an inspection that requires special arrangements because of length of time, frequency of inspection visits, location outside of City limits, construction techniques or otherwise	\$88.80/hour or part thereof (\$88.80 minimum)	\$90.95/hour or part thereof (\$90.95 minimum)
(d) Strata title subdivision application inspections	\$197.15	\$201.90
<b>14. Permit Transfer or Assignment Fee:</b>		
To record a change of contractor for a project	\$108.25	\$110.85
<b>15. Copies of Departmental Records or Drawings:</b>  <i>Fees subject to all applicable taxes</i>	<p>\$15.00 file research fee</p> <p>Electronic copies: \$2.00 per image</p> <p>Paper copies: \$3.25 per page for copies 8.5x11 inches</p> <p>\$7.80 per page for copies 11x17 inches or larger</p>	<p>No Change</p> <p>Electronic copies: \$2.05 per image</p> <p>Paper copies: \$3.35 per page for copies 8.5x11 inches</p> <p>\$8.00 per page for copies 11x17 inches or larger</p>

**Proposed 2016 Building Fees – Tree Permit Fees:**

<b>SCHEDULE OF TREE PERMIT FEES</b>	<b>Tree Cutting Fee (based on protected trees removed)</b>		<b>Maximum Fee</b>	
	<b>Current (2015)</b>	<b>Proposed (2016)</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
<b>1. Tree Permit Fees</b>				
<b>A. No Development Application:</b>				
(i) residential lot	\$72.00 per tree	\$74.00 per tree	\$513.00	\$525.00
(ii) site other than residential lot	\$72.00 per tree	\$74.00 per tree	\$513.00	\$525.00
<b>B. Development Application Pending:</b>				
(i) residential lot	\$154.00 per tree	\$158.00 per tree	\$1,025.00	\$1,050.00
<b>(ii) site other than residential lot:</b>				
(a) site area up to 1,000 m <sup>2</sup> (10,764 sq.ft.)	\$615.00 base fee plus \$154.00 per tree	\$630.00 base fee plus \$158.00 per tree	\$1,025.00	\$1,050.00
(b) site area greater than 1,000 m <sup>2</sup> (10,764 sq.ft.) or equal to 5,000 m <sup>2</sup> (53,820 sq.ft.)	\$1,230.00 base fee plus \$154.00 per tree	\$1,260.00 base fee plus \$158.00 per tree	\$5,125.00	\$5,248.00
(c) site area greater than 5,000 m <sup>2</sup> (53,820 sq.ft.) or equal to 10,000 m <sup>2</sup> (107,640 sq.ft.)	\$1,845.00 base fee plus \$154.00 per tree	\$1,889.00 base fee plus \$158.00 per tree	\$5,125.00	\$5,248.00
(d) site area greater than 10,000 m <sup>2</sup> (107,640 sq.ft.) or equal to 20,000 m <sup>2</sup> (215,280 sq.ft.)	\$2,460.00 base fee plus \$154.00 per tree	\$2,519.00 base fee plus \$158.00 per tree	\$10,250.00	\$10,496.00

SCHEDULE OF TREE PERMIT FEES	Tree Cutting Fee (based on protected trees removed)		Maximum Fee	
	Current (2015)	Proposed (2016)	Current (2015)	Proposed (2016)
(e) site area greater than 20,000 m <sup>2</sup> (215,280 sq.ft.)	\$3,075.00 base fee plus \$154.00 per tree	\$3,149.00 base fee plus \$158.00 per tree	\$10,250.00	\$10,496.00
	Current (2015)		Proposed (2016)	
<b>2. Payment to Civic Tree Reserve Fund (s. 13(5))</b>	\$513.00 per tree		\$525.00 per tree	
<b>3. Minimum Security for Tree Replacement (s. 7(a)(i))</b>	\$820.00		\$840.00	
<b>4. Copies of Departmental Records or Drawings:</b>  <i>Fees subject to all applicable taxes</i>	\$15.00 file research fee  Electronic copies: \$2.00 per image  Paper copies: \$3.25 per page for copies 8.5x11 inches  \$7.80 per page for copies 11x17 inches or larger		No Change  Electronic copies: \$2.05 per image  Paper copies: \$3.35 per page for copies 8.5x11 inches  \$8.00 per page for copies 11x17 inches or larger	

**Proposed 2016 Building Fees – Sewer Connection Permit Fees:**

<b>SCHEDULE OF SEWER CONNECTION PERMIT FEES</b>	<b>Current (2015)</b>	<b>Proposed (2016)</b>
<b>1. For each sanitary sewer connection</b>	\$87.00	\$89.00
<b>2. For each storm sewer connection</b>	\$147.00	\$151.00
<b>3. For each combined sewer connection</b>	\$147.00	\$151.00
<b>4. For the third &amp; each subsequent inspection</b>	\$59.00	\$60.00