

## COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2016 October 12

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

**SUBJECT:** 2017 FEES FOR PLANNING AND BUILDING PERMITS, APPLICATIONS AND OTHER SERVICES

**PURPOSE:** To provide Council with recommendations for the Planning and Building Department's 2017 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 be advanced to First Reading on 2016 October 24, and forwarded to a Public Hearing on 2016 November 22 at 7:00 pm.
3. **THAT** Council authorize the preparation of a bylaw to repeal and replace Building Bylaw 2004 to implement the text amendment outlined in Section 4.3 of Attachment 1 of this report.
4. **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 14 (Planning and Land Use Management) and Division 2 (Responsibilities, Procedures, and Authorities) 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.

To: City Manager  
From: Director Planning and Building  
Re: 2017 Fees for Planning and Building Permits,  
Applications and Other Services  
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Staff have completed the annual review of fees for 2017. *Attachment 1* and *Appendix A to G* outline the recommended adjustments with the City's projected operating costs and Consumer Price Index (CPI) for 2017 taken into consideration. Generally, the Planning and Building Department's fees are proposed to increase by 2.75% to ensure cost recovery and a median fee 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 related to subdivisions. 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 2016 October 24 and advanced to the Public Hearing on 2016 November 22. All other fees and text amendments that are not part of the Burnaby Zoning Bylaw do not require presentation at a Public Hearing. Upon Council approval of the recommendations of this report, staff will arrange for the repeal and replacement of the Building Bylaw to implement the proposed text amendments as well as the introduction of the remaining bylaw amendments to effect the proposed fee adjustments and related text amendments. All fees will be implemented following Final Adoption of the necessary bylaw amendments, with an earliest effective date of 2017 January 01.

  
Lou Pelletier, Director  
PLANNING AND BUILDING

LS/JL:sla  
*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 2017 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 2.75% 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 2.75% be applied to recover costs for the various permits and other services offered by the Planning and Building Department in 2017.

**3.0 PLANNING DEPARTMENT**

***3.1 Proposed 2017 Planning Fees (Appendix A)***

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

### **3.2 General 2.75% 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 2.75% is generally proposed for Planning Department fees, with the exception of subdivision application fees and two fees associated with subdivision approvals (discussed in Section 3.3); a land title search fee (discussed in Section 3.4); and two fees associated with rezoning applications (discussed in Section 3.5).

### **3.3 Subdivision Fees**

Subdivision applications other than Airspace Parcel subdivisions and Strata Title subdivisions are currently charged a flat rate of \$2,770.00. This flat rate, with nominal annual increases, has applied to all subdivision applications for a number of years, regardless of the number of lots created, lot size, density, or underlying zoning district. However, it is noted that the processing of subdivision applications requires a significant amount of staff time that is not currently accommodated by the current fee structure and that some types of subdivision applications are significantly larger than others in size, scope, and complexity. Staff have evaluated alternative fee structures and rates for subdivision processes that may permit more appropriate cost recovery for larger and more complex applications. The recommended fee structure is detailed below (Item 2 in Appendix A).

- **Residential District Subdivisions Application Fee: \$5,000.00 in 2017**

Residential District subdivisions apply to lot consolidations, lot line adjustments, and the creation of multiple lots in the R1 to R12 Residential Zoning Districts. The majority of such subdivisions are applicable to single- and two-family subdivisions. Staff have compared the fees charged for Residential District subdivisions with the estimated staff time required to process them. This comparison has identified a shortfall in cost recovery and the proposed fee increase is intended to recover the costs of these subdivision applications.

- **Multiple Family “s” District Subdivisions Application Fee: \$15,000.00 in 2017**

Subdivisions in this category apply to lots in Multiple Family “s” Districts. The “s” district zoning is available in the RM3, RM4, RM5, and RM6 Multiple Family Residential Districts and permits the maximum floor area ratio to be increased under certain conditions. Staff have compared the fees charged for “s” District subdivisions with the estimated staff time required to process them. This comparison has identified a shortfall in cost recovery and the proposed fee increase is intended to recover the costs of these subdivision applications. Subdivisions in this category are significantly larger in scope and require a higher level of review.

- **All Other Subdivisions Application Fee: \$10,000.00 in 2017**

Subdivisions in this category apply to lot consolidations, lot line adjustments, and the creation of multiple lots in all non-Residential Districts and all non-Multiple Family “s” Districts – i.e. subdivision applications in the non-Multiple Family “s”, Commercial, Industrial, Institutional, and Agricultural Districts. Staff have compared the fees charged for these types of subdivisions with the estimated staff time required to process them. This comparison has identified a shortfall in cost recovery and the proposed fee increase is intended to recover the costs of these subdivision applications. Subdivisions in this category are larger in scope and require a higher level of review than Residential District subdivisions.

The following fees associated with subdivision applications remain sufficient to recover processing time and costs; therefore, no change is proposed for 2017, with annual review in the future:

- **Processing Fee for Development Cost Charges (DCC) Installments**

The processing fees for DCCs, paid on a one-third installment basis, were established in 2016. It is recommended that the \$750 per installment processing fee remain at its current rate (Item 2 in Appendix A).

- **Administration Fee – 1%**

The subdivision administration fee is collected in order to recover the costs associated with processing and reviewing compliance bonds for required works. It is recommended that this administration fee, equal to 1% of the estimated compliance bonding, remain at its current rate (Item 2 in Appendix A).

### **3.4 Land Title Searches**

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 cost of land title related searches; therefore, no change is proposed for 2017, with annual review in the future (Item 2 in Appendix A).

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

The following fees associated with rezoning applications remain sufficient to recover processing time and costs; therefore, no change is proposed for 2017, with annual review in the future:

- **Public Hearing Fees**

In 2016, first and additional public hearing fees were increased from \$500 to \$1,000. It is recommended that this fee remain at its current rate (Item 1 in Appendix A).

- **Area Plan Notification Sign Fees**

As per Council adopted policy and as a condition of rezoning, developers are assessed \$250 for the required signage for new multiple family residential projects. It is recommended that this fee remain at its current rate (Item 1 in Appendix A).

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 2017 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 2.75% Increase**

A fee increase of 2.75% is proposed for Building Department fees, with the following exceptions:

- **Building Permit Fees – Application Fee:** Currently, a flat rate application fee of \$225.60 is charged for single- and two- family dwellings. 20% of the estimated building permit fee, subject to a prescribed minimum and maximum fee, is charged for all other buildings. In order to standardize the building permit application fee, it is recommended that the latter fee structure also apply to single- and two- family dwellings (Item 1 in Appendix D.1).
- **Building Permit Fees – Chimneys and Solid Fuel Appliances:** While the majority of building permit fees are currently calculated based on construction value, chimneys and solid fuel appliance installations are charged a flat rate (\$68.60 per dwelling unit for chimneys and \$83.55 to \$104.30 for each solid fuel appliance installation). In order to standardize the fee calculation among most building permits, it is proposed that the fees for chimneys and solid fuel appliances be based on construction value (Item 2(b) in Appendix D.1).

- **Building Permit Fees – Replacement of Building Water Piping:** Currently, the permit fee for replacing building water piping inside a dwelling unit is a flat rate of \$25.90 per unit, while the permit fee for piping outside of a unit is based on construction value. In order to standardize the fee calculation among most building permits, it is proposed that the fee for the replacement of building water piping, whether within or outside of the unit, be based on the construction value of the entire replacement job (Item 2(c) in Appendix D.1).
- **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 \$200.00 for the first extension, \$300.00 for the second extension and \$400.00 for each additional extension, no major change is proposed for 2017, with the exception of an additional extension fee. It is noted that the cost of repeatedly processing notices for expiring permits, issuing extensions, and conducting additional progress inspections is quite significant, and in order to discourage the number of extensions on a permit, staff is proposing a four-tiered system of permit extensions. Specifically, it is proposed to add a third extension fee of \$400.00 and to increase the fee for each additional extension from \$400 to \$500 (Item 3 in Appendix D.1).
- **Sediment Control System and Inspection Fees:** The Burnaby Watercourse Bylaw No. 9044 prohibits the discharge of silt and other contaminants into streams, creeks, waterways, watercourses, waterworks, ditches, drains, sewers and storm sewers. Unless the Planning Department or the Environmental Services Division of the Engineering Department advises in writing that a sediment control system is not necessary, all projects which involve excavation require a sediment control system.

If a sediment control system is required, the developer must obtain Preliminary Plan Approval and a Building Permit for the system prior to any excavation or site preparation. The Environmental Services Division of the Engineering Department reviews the sediment control system plans and provides comments and approval at the pre-construction stage. When construction of the sediment control system is complete, post-construction inspections are carried out by Engineering Inspectors.

Currently, the fees for sediment control systems are collected by the Building Department and are charged based on the Building Permit fee calculation structure, listed under Item 2 in Appendix D.1. Since all of the review and inspection work is done by the Engineering Department, and in order to align with all other Engineering inspection work which is charged at 4% of the value of work, it is recommended that the fee for sediment control systems be charged at 4% of the estimated construction value of the sediment control system. This permit fee includes the first two initial inspections. In addition, in order to reflect the cost of service for applicants seeking to address issues under the first two initial inspections, the Engineering Department proposes to introduce reinspection fees of \$250.00 for the third reinspection and \$350.00 for each subsequent reinspection (Items 2(d) and Item 8 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 2017. However, the general 2.75% increase is proposed for the supplemental hourly fee (Item 9(a) in Appendix D.1).
- **Building Permit Fees – Occupant Load:** In order to recover the costs associated with reviewing and confirming the occupant load for liquor licence related purposes, a fee is currently charged equal to the File Research and Comfort Letter fee for all buildings other than single- and two-family dwellings. It is recommended that the fee for confirming occupant load be added as a separate fee to the Schedule of Building Fees in order to permit annual review. It is also recommended that the occupant load fee be increased to \$200.00 rather than abiding by the \$171.00 File Research and Comfort Letter fee (Item 10 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 2017 (Item 13 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 the following:
  - **Damage Deposit Fees –** Damage deposit fees were significantly increased in 2016 to ensure remediation is completed quickly and appropriately, and due to this previous increase, no change is proposed for 2017.
  - **Inspection Fees –** The Engineering Department proposes a general 2.75% increase, in line with the proposed general fee increases.
  - **Resinspection Fees –** In order to reflect the cost of service for applicants resolving issues identified with initial inspections, the Engineering Department proposes to introduce resinspection fees similar to those currently collected for Building Permits and sub-trade permits. It is proposed that the inspection fee cover the first two inspections, while the third and any subsequent inspection would be considered a resinspection which would be subject to a resinspection fee. The resinspection fee is proposed to be the same amount as the initial inspection fee of \$91.00 for single- or two-family dwelling construction, addition or demolition, swimming pool installation, and construction of carport or garage; \$120.00 for demolition other than single- or two-family dwelling; \$183.00 for construction other than single- or two-family dwelling for 2017. The fee would be collected upon each resinspection performed (Item 7 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 18 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. The general 2.75% increase is proposed for copies generated in electronic and paper formats. However, to better reflect the staff time and administrative costs involved in the research work performed, a \$10 increase in the flat rate file research fee, from \$15.00 to \$25.00, is proposed for 2017.

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: reinspection fees, permit extension fees, Preliminary Plan Approval (PPA) base fees and sign fees, file research and letter fees, land title search fees, minimum non-refundable amounts on Building Permits, damage deposit related fees, Building Permit fees for sediment control systems and reinspections, 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, but rather, the relevant bylaw amendments can be adopted by Council in the usual manner.

#### **4.3 Proposed Text Revisions to, and the Repeal and Replacement of, the Building Bylaw**

Currently, the rules applying to the refund of Building Permit fees are listed in both the body of the Building Bylaw, in Section 14(6), as well as under Items 4 to 7 in Schedule “B” (Refund of Building Permit and Inspection Fees). In order to eliminate confusion and to standardize the language used, it is proposed to amend the Building Bylaw by removing Items 4 to 7 from Schedule “B” (Items 4 to 7 in Appendix D.2) and incorporating them into Section 14(6), as indicated below:

*An owner may apply for a refund of the permit fee or a portion thereof calculated in accordance with Schedule “B” when a permit is surrendered and cancelled if:*

- (a) the owner has submitted a written request for a refund to the Chief Building Inspector;*
- (b) the permit has not expired or been extended regardless if the work has started or not; and*
- (c) the Building Inspector has determined that no construction has commenced and no inspection has been made.*

*No refunds will be given for permit extension fees.*

*All refunds will be paid to the owner or as directed by the owner in writing.*

In addition to the proposed text revisions outlined above, it is recommended that Council authorize the preparation of a bylaw to repeal and replace the Building Bylaw. This is being proposed to provide for fully consolidated bylaw text.

#### **4.4 Proposed Text Revisions to the Plumbing, Gas, and Electrical Bylaws**

The following items specify the minimum non-refundable amount for permit fee refunds:

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

Currently, the minimum non-refundable amount of \$150.00 is listed both in the body of the Plumbing Bylaw Section 8(20), Gas Bylaw Section 10B, and Electrical Bylaw Section 24B, as well as under the specific items listed above in the bylaws' respective fee schedules. For annual fee review purposes and to avoid confusion, it is proposed that the minimum non-refundable amount remain as part of the bylaw fee schedules, with the proposed general 2.75% increase for 2017, and that the minimum non-refundable amount be removed from the body of the bylaws, with the text amended as indicated below:

*No permit fee or part thereof paid pursuant to this Bylaw shall be refunded if the work authorized by the permit has commenced. If no work has commenced, the refund shall be calculated in accordance with Appendix "A" [for the Plumbing Bylaw and Electrical Bylaw] / Schedule "A" [for the Gas Bylaw], and the Chief Building Inspector has received a request for refund in writing.*

The following Appendices (A to G) outline the current and proposed schedules of fees in detail.

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## Proposed 2017 Planning Fees:

SCHEDULE OF PLANNING FEES	Current (2016)	Proposed (2017)
<b>1. Rezoning Applications:</b> <i>(Rezoning fees are set out in the Burnaby Zoning Bylaw.  Proposed changes to the fees must be presented at 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> (18,300 sq.ft.) of site area or part thereof	\$2,258.00 <i>plus Public Hearing Fee</i>	\$2,320.00 <i>plus Public Hearing Fee</i>
Each additional 100 m <sup>2</sup> (1,076 sq.ft.) of site area or part thereof	\$60.00	\$62.00
(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 Public Hearing Fee</i>	\$205,500.00 <i>plus Public Hearing Fee</i>
Each additional 100 m <sup>2</sup> (1,076 sq.ft.) of site area or part thereof	\$375.00	\$385.00
(c) CD Rezoning with FAR greater 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 Public Hearing Fee</i>	\$28,770.00 <i>plus Public Hearing Fee</i>
Each additional 100 m <sup>2</sup> (1,076 sq.ft.) of site area or part thereof	\$360.00	\$370.00
Each additional 0.1 FAR or part thereof	\$360.00	\$370.00
<b>▪ Administration of Servicing File:</b>		
For a rezoning or Preliminary Plan Approval application that does not include a subdivision	\$1,082.00	\$1,112.00
Where there is only one servicing requirement	\$525.00	\$539.00

<b>SCHEDULE OF PLANNING FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
<b>▪ Public Hearing:</b>		
(a) First Public Hearing	\$1,000.00	No Change
(b) Additional Public Hearing	\$1,000.00	No Change
<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	\$11,082.00	\$11,387.00
(d) FAR of 2.0 or greater	\$16,622.00	\$17,079.00
<b>▪ Strata title subdivision application:</b>		
(a) two-family and industrial/commercial conversions	\$668.00	\$686.00
(b) each additional industrial/commercial unit	\$38.00	\$39.00
(c) phased strata plan:		
First phase	\$1,162.00	\$1,194.00
Subsequent phases	\$152.00	\$156.00
Last phase	\$460.00	\$473.00
Amendment to Form P	\$84.00	\$86.00
<b>▪ Subdivision application other than Airspace Parcel and Strata Title subdivision applications above:</b>	\$2,770.00	See below
(a) Residential District subdivisions	---	\$5,000.00
(b) Multiple Family “s” District subdivisions	---	\$15,000.00
(c) All subdivisions other than Residential District and Multiple Family “s” District subdivisions	---	\$10,000.00
<b>▪ Road Closure/Highway Exchange</b>	\$2,274.00	\$2,337.00
<b>▪ Tentative Approval Extension:</b>		
(a) Single family subdivision	\$257.00	\$264.00

<b>SCHEDULE OF PLANNING FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
(b) Other subdivisions and servicing for rezoning and PPAs	\$575.00	\$591.00
<b>▪ Personal Preference Address Change</b> <i>Fees subject to all applicable taxes</i> (No charge when included in application for subdivision)	\$754.00	\$775.00
<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>▪ Processing Fee for Development Cost Charges Installments:</b>		
For first installment	\$750.00	No Change
For each subsequent installment	\$750.00	No Change
<b>▪ Administration Fees:</b> <i>Fees subject to all applicable taxes</i>		
For processing and reviewing compliance bonds for required works (e.g. 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	\$826.00	\$849.00
Amendments to existing liquor licences	\$420.00	\$432.00
<b>4. Preliminary Plan Approval (PPA) Applications<sup>1</sup>:</b>		
(a) For signs (per sign application)	\$130.00	\$134.00
(b) For Comprehensive Sign Plans	\$500.00	\$514.00
(c) For Integrated Comprehensive Sign Plans for Comprehensive Development rezoning or Master Plan rezoning	\$2,500.00	\$2,569.00

<b>SCHEDULE OF PLANNING FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
(d) For all other development:		
On estimated construction value (per \$1,000)	\$2.45	\$2.50
Minimum Fee	\$253.00	\$260.00
(e) For each extension	\$153.00	\$157.00

<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 2017 Building Fees – Appendix A of the Plumbing Bylaw (Plumbing Permit and Inspection Fees):**

<b>SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</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	\$53.55 for the first fixture and \$29.20 for each additional fixture	\$55.00 for the first fixture and \$30.00 for each additional fixture
For each backflow protection device 4 inches or greater in size	\$145.55	\$149.55
For the removal of each fixture and the capping off of piping	\$53.55 for the first fixture removed and \$13.35 for each additional fixture removed	\$55.00 for the first fixture removed and \$13.70 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	\$36.60	\$37.60
<b>3. Site Fire Protection:</b>		
For the installation of underground fireline or hydrants		
Each 30 m or portion thereof	\$36.60	\$37.60
Each fire hydrant	\$29.15	\$29.95
<b>4. Building Fire Protection:</b>		
For the installation or relocation of the following:		

<b>SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
First sprinkler head	\$75.65	\$77.75
Each additional sprinkler head	\$2.60	\$2.65
Each fire pump test header	\$36.60	\$37.60
First siamese connection, hose cabinet, hose outlet, wet/dry outlet or standpipe	\$36.60	\$37.60
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>	\$24.40	\$25.05
For the installation or alteration of any above ground fire suppression piping where no fixtures are involved:		
Each 30 m or portion thereof	\$36.60	\$37.60
<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)	\$25.90	\$26.60
(b) in all other buildings:		
For the first 30 m of piping or portion thereof	\$87.45	\$89.85
For each additional 30 m of piping or portion thereof	\$50.95	\$52.35
<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	\$50.35	\$51.75
For each additional 30 m of piping or portion thereof	\$29.00	\$29.80



<b>SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
<b>7. Heating Permits:</b>		
Fees based on maximum BTU input of the appliance with a minimum fee of 50,000 BTU's	\$2.95 per 1,000 BTU's heating appliance input	\$3.05 per 1,000 BTU's heating appliance input
<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	\$55.00	\$57.00
2nd reinspection	\$239.00	\$246.00
3rd reinspection	\$471.00	\$484.00
4th reinspection	\$942.00	\$968.00
5th reinspection and thereafter	\$1,180.00	\$1,212.00
<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	\$90.95/hour or part thereof (\$90.95 minimum)	\$93.45/hour or part thereof (\$93.45 minimum)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$511.65 plus \$130.75/hour or part thereof after the first four hours. Travel time included.	\$525.70 plus \$134.35/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	\$90.95/hour or part thereof (\$90.95 minimum)	\$93.45/hour or part thereof (\$93.45 minimum)

<b>SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
(d) For Strata title subdivision application inspections	\$201.90	\$207.45
<b>10. Review of Preliminary or Modified Drawings and Specifications:</b>  <i>Review Fees subject to all applicable taxes</i>	\$70.90/hour (minimum 0.5 of an hour)	\$72.85/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	\$110.85	\$113.90
<b>12. Permit Extension:</b>	\$110.85	\$113.90
<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.	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 \$154.00. No refunds will be given unless a written request is received by the Chief Building Inspector.

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
<b>14. Copies of Departmental Records or Drawings:</b>  <i>Fees subject to all applicable taxes</i>	\$15.00 file research fee  Electronic copies: \$2.05 per image  Paper copies: \$3.35 per page for copies 8.5x11 inches  \$8.00 per page for copies 11x17 inches or larger	\$25.00 file research fee  Electronic copies: \$2.10 per image  Paper copies: \$3.45 per page for copies 8.5x11 inches  \$8.20 per page for copies 11x17 inches or larger

**Proposed 2017 Building Fees – Schedule A of the Gas Bylaw (Gas Permit and Inspection Fees):**

<b>SCHEDULE OF GAS PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
<b>1. Installations in Single- and Two-Family Dwellings:</b>		
(a) For each appliance:		
For first appliance	\$53.55	\$55.00
For each additional appliance	\$29.20	\$30.00
(b) For each vent installation:		
For first vent	\$53.55	\$55.00
For each additional vent	\$29.20	\$30.00
(c) House Piping only - no appliance installed:		
For the first 30 m of piping or portion thereof	\$50.40	\$51.80
For each additional 30 m of piping or portion thereof	\$29.00	\$29.80
<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	\$52.40	\$53.85
For each additional appliance	\$43.15	\$44.35
(ii) 31 to 120 kW (103,000 to 409,000 BTU/Hr)	\$88.40	\$90.85
(b) For piping only:		
First 30 m or less	\$51.55	\$52.95
Each additional 30 m or part thereof	\$36.60	\$37.60
(c) For each vent installation (no appliance)	\$51.55	\$52.95
(d) Laboratory equipment:		
For each 200,000 BTU's or part thereof in a room	\$73.45	\$75.45

<b>SCHEDULE OF GAS PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</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	\$55.00	\$57.00
2nd reinspection	\$239.00	\$246.00
3rd reinspection	\$471.00	\$484.00
4th reinspection	\$942.00	\$968.00
5th reinspection and thereafter	\$1,180.00	\$1,212.00
<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	\$90.95/hour or part thereof (\$90.95 minimum)	\$93.45/hour or part thereof (\$93.45 minimum)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$511.65 plus \$130.75/hour or part thereof after the first four hrs. Travel time incl.	\$525.70 plus \$134.35/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	\$90.95/hour or part thereof (\$90.95 minimum)	\$93.45/hour or part thereof (\$93.45 minimum)
<b>5. Review of Preliminary or Modified Drawings and Specifications:</b>		
<i>Review Fees subject to all applicable taxes</i>	\$70.90/hour (minimum 0.5 of an hour)	\$72.85/hour (minimum 0.5 of an hour)

<b>SCHEDULE OF GAS PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</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	\$110.85	\$113.90
<b>7. Permit Extension:</b>	\$110.85	\$113.90
<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.	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 \$154.00. No refunds will be given unless a written request is received by the Chief Building Inspector.
<b>9. Copies of Departmental Records or Drawings:</b>  <i>Fees subject to all applicable taxes</i>	\$15.00 file research fee  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	\$25.00 file research fee  Electronic copies: \$2.10 per image  Paper copies: \$3.45 per page for copies 8.5x11 inches  \$8.20 per page for copies 11x17 inches or larger

**Proposed 2017 Building Fees – Schedule A of the Building Bylaw (Building Permit and Inspection Fees):**

<b>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</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	\$225.60	Replaced by the fee structure under 1(b) below
(b) For all other	20% of estimated Building Permit Fee, subject to a minimum of \$59.10 and a maximum of \$6,555.65	20% of estimated Building Permit Fee, subject to a minimum of \$60.75 and a maximum of \$6,735.95
<b>2. Building Permit:</b>		
(a) Value of Construction:		
\$0 to \$1,000	\$59.10	\$60.75
\$1,001 to \$20,000	\$59.10 plus \$17.45/\$1,000 or part thereof over \$1,000	\$60.75 plus \$17.95/\$1,000 or part thereof over \$1,000
\$20,001 to \$200,000	\$390.65 plus \$12.05/\$1,000 or part thereof over \$20,000	\$401.80 plus \$12.40/\$1,000 or part thereof over \$20,000
\$200,001 and over	\$2,559.65 plus \$10.35/\$1,000 or part thereof over \$200,000	\$2,633.80 plus \$10.65/\$1,000 or part thereof over \$200,000
(b) For Chimneys and Solid Fuel Appliances:		
Masonry Chimney	\$68.60 per dwelling unit	Fees shall be charged under Item 2(a), Building Permit – Value of Construction

<b>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
Prefab Metal Chimney – Class “A”	\$68.60 per dwelling unit	Fees shall be charged under Item 2(a), Building Permit – Value of Construction
Free standing solid fuel stove or fireplace	\$83.55	Fees shall be charged under Item 2(a), Building Permit – Value of Construction
Free standing solid fuel stove or fireplace and Class “A” Chimney	\$104.30	Fees shall be charged under Item 2(a), Building Permit – Value of Construction
Solid fuel insert (includes pre safety inspection)	\$104.30	Fees shall be charged under Item 2(a), Building Permit – Value of Construction
<b>(c) Replacement of Building Water Piping:</b>		
For replacement of building water piping within or outside of the 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.	\$25.90 per unit for piping within the unit; for piping outside of the unit, as per item 2(a) “Building Permit – Value of Construction” above	Fees shall be charged under Item 2(a), Building Permit – Value of Construction



<b>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
(d) Sediment Control System	Fees are charged as per Item 2(a), Building Permit Fees	4% of estimated sediment control system construction value
<b>3. Permit Extension:</b>		
1st extension	\$200.00	No Change
2nd extension	\$300.00	No Change
3rd extension	\$400.00	No Change
Each additional extension	\$400.00	\$500.00
<b>4. Review of Preliminary or Modified Drawings and Specifications:</b>  <i>Review Fees subject to all applicable taxes</i>	\$70.90/hour (minimum 0.5 of an hour)	\$72.85/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)	\$68.60	\$70.50
Single-family or two-family home (fee includes accessory buildings, if the accessory buildings are being demolished at the same time)	\$291.15	\$299.15
Principal buildings and structures other than single- and two-family homes	\$727.75	\$747.75
<b>6. Building Permit for Temporary Building or Structure:</b>		
Per year from date of issue	\$511.95	\$526.05
<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>		

<b>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
1st reinspection	\$55.00	\$57.00
2nd reinspection	\$239.00	\$246.00
3rd reinspection	\$471.00	\$484.00
4th reinspection	\$942.00	\$968.00
5th reinspection and thereafter	\$1,180.00	\$1,212.00
<b>8. Sediment Control Reinspection Fee (for 3<sup>rd</sup> and each subsequent reinspection):</b>  Where it has been determined by the assigned Engineering 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>		
3rd inspection	---	\$250.00
4th inspection and thereafter	---	\$350.00
<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	\$250.00 for the first hour or part thereof and \$90.95 for each additional hour or part thereof (\$250.00 minimum)	\$250.00 for the first hour or part thereof and \$93.45 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	\$511.65 plus \$130.75/hour or part thereof after the first four hrs. Travel time incl.	\$525.70 plus \$134.35/hour or part thereof after the first four hrs. Travel time incl.

<b>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
(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	\$90.95/hour or part thereof (\$90.95 minimum)	\$93.45/hour or part thereof (\$93.45 minimum)
(d) For a special safety inspection following an electrical or gas disconnection	\$550.70	\$565.85
(e) Strata title subdivision application inspections	\$201.90	\$207.45
<b>10. Occupant Load:</b>		
For confirming occupant load for liquor licence related purposes	---	\$200.00
<b>11. 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>12. 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	\$110.85	\$113.90
<b>13. File Research and Comfort Letter:</b>		
<i>Fees subject to all applicable taxes</i>		
Single-family or two-family dwelling	\$110.85	\$114.00
All other buildings	\$166.20 per legal address	\$171.00 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>14. Application for Alternative Solutions under the British Columbia Building Code:</b>		
<i>Fees subject to all applicable taxes</i>	\$524.40 for each alternative solution on a development and \$160.55 for each revision	\$538.80 for each alternative solution on a development and \$164.95 for each revision

<b>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
<b>15. Application for Heating System:</b>		
Fees based on maximum BTU input of the appliance with a minimum fee based on 50,000 BTU's	\$2.95 per 1,000 BTU's heating appliance input	\$3.05 per 1,000 BTU's heating appliance input
<b>16. Application for Preliminary Plan Approval:</b>		
(a) For signs	\$130.00 per sign application	\$134.00 per sign application
(b) For Comprehensive Sign Plans	\$500.00	\$514.00
(c) For Integrated Comprehensive Sign Plans for CD Rezoning and/or Master Plan Rezoning	\$2,500.00	\$2,569.00
(d) For all other development	\$2.45 per \$1,000 of estimated construction value, with a minimum of \$253.00	\$2.50 per \$1,000 of estimated construction value, with a minimum of \$260.00
(e) For each extension	\$153.00	\$157.00
<b>17. 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>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
<b>18. Copies of Departmental Records or Drawings:</b>  <i>Fees subject to all applicable taxes</i>	\$15.00 file research fee  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	\$25.00 file research fee  Electronic copies: \$2.10 per image  Paper copies: \$3.45 per page for copies 8.5x11 inches  \$8.20 per page for copies 11x17 inches or larger

**Appendix D.2**

**Proposed 2017 Building Fees – Schedule B of the Building Bylaw (Building Permit and Inspection Fees – Refund of Fees):**

<b>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES (REFUND OF FEES)</b>	<b>Current (2016)</b>	<b>Proposed (2017)</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	70% of Application Fee subject to a minimum non-refundable amount of \$154.00
(b) For all other applications	70% of Application Fee subject to a minimum non-refundable amount of \$150.00	70% of Application Fee subject to a minimum non-refundable amount of \$154.00
<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	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 \$308.00

<b>SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES (REFUND OF FEES)</b>	<b>Current (2016)</b>	<b>Proposed (2017)</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	70% of the Permit Fee subject to a minimum non-refundable amount of \$308.00
<b>4. No refunds will be given unless a written request is received by the Chief Building Inspector</b>		Removed from fee schedule, and listed in the Building Bylaw Section 14(6)
<b>5. Whether work has started or not, no refunds will be given for any permit that has expired</b>		Removed from fee schedule, and listed in the Building Bylaw Section 14(6)
<b>6. No refunds will be given for permit extension fees</b>		Removed from fee schedule, and listed in the Building Bylaw Section 14(6)
<b>7. All refunds will be paid to the owner or as directed by the owner in writing</b>		Removed from fee schedule, and listed in the Building Bylaw Section 14(6)

**Appendix D.3**

**Proposed 2017 Building Fees – Schedule D of the Building Bylaw (Damage Deposits and Inspection Fees):**

<b>SCHEDULE OF DAMAGE DEPOSITS AND INSPECTION FEES</b>	<b>Inspection Fee</b>		<b>Damage Deposit</b>	
	<b>Current (2016)</b>	<b>Proposed (2017)</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
<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>	\$89.00	\$91.00	\$4,000.00	No Change
<b>2. Single- or Two-Family Dwelling Addition or Demolition</b>	\$89.00	\$91.00	\$3,000.00	No Change
<b>3. Construction other than Single- or Two-Family Dwelling</b>	\$178.00	\$183.00	\$10,000.00 for 15 m frontage and \$60.00/m of frontage thereafter	No Change
<b>4. Demolition other than Single- or Two-Family Dwelling</b>	\$117.00	\$120.00	\$10,000.00 for 15 m frontage and \$60.00/m of frontage thereafter	No Change
<b>5. Swimming Pool Installation</b>	\$89.00	\$91.00	\$3,000.00	No Change
<b>6. Construction of Carport or Garage</b>	\$89.00	\$91.00	\$2,000.00	No Change
<b>7. Reinspection Fee (for 3rd and each subsequent reinspection):</b>  Where it has been determined by the assigned Engineering 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>				



	<b>Current (2016)</b>	<b>Proposed (2017)</b>
(a) Single- or Two-Family Dwelling Construction	---	\$91.00
(b) Single- or Two-Family Dwelling Addition or Demolition	---	\$91.00
(c) Construction other than Single- or Two-Family Dwelling	---	\$183.00
(d) Demolition other than Single- or Two-Family Dwelling	---	\$120.00
(e) Swimming Pool Installation	---	\$91.00
(f) Construction of Carport or Garage	---	\$91.00

**Proposed 2017 Building Fees – Appendix A of the Electrical Bylaw (Electrical Permit and Inspection Fees):**

<b>SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</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>		
<p>Fee based on value of electrical installation including materials and labour</p> <p><i>Plus Temporary Current Permit where applicable</i></p>		
Value of Electrical Installation (as approved by Electrical Inspector):		
\$100 or less	\$43.80	\$45.00
\$100.01 - \$250	\$58.40	\$60.00
\$250.01 - \$350	\$72.75	\$74.75
\$350.01 - \$500	\$87.40	\$89.80
\$500.01 - \$700	\$109.05	\$112.05
\$700.01 - \$1,000	\$131.50	\$135.10
\$1,000.01 - \$10,000	\$131.50 plus \$54.00/\$1,000 or part thereof over \$1,000	\$135.10 plus \$55.50/\$1,000 or part thereof over \$1,000

<b>SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
\$10,000.01 - \$50,000	\$617.50 plus \$29.30/\$1,000 or part thereof over \$10,000	\$634.60 plus \$30.10/\$1,000 or part thereof over \$10,000
\$50,000.01 - \$100,000	\$1,789.50 plus \$17.35/\$1,000 or part thereof over \$50,000	\$1,838.60 plus \$17.85/\$1,000 or part thereof over \$50,000
\$100,000.01 - \$500,000	\$2,657.00 plus \$11.65/\$1,000 or part thereof over \$100,000	\$2,731.10 plus \$11.95/\$1,000 or part thereof over \$100,000
\$500,000.01 - \$1,500,000	\$7,317.00 plus \$9.90/\$1,000 or part thereof over \$500,000	\$7,511.10 plus \$10.15/\$1,000 or part thereof over \$500,000
\$1,500,000.01 and over	\$17,217.00 plus \$3.10/\$1,000 or part thereof over \$1,500,000	\$17,661.10 plus \$3.20/\$1,000 or part thereof over \$1,500,000
<b>3. Temporary Current Permit:</b> (not required for one- or two-family dwelling)	\$174.00	\$178.80
<b>4. Operating Permit for One Commercial or Industrial Plant or Establishment:</b> (annual fee based on service capacity)	\$0.34 per kVA Minimum 600 kVA (\$204.00) Maximum 8700 kVA (\$2,958.00)	\$0.35 per kVA Minimum 600 kVA (\$210.00) Maximum 8700 kVA (\$3,045.00)
For each additional permit	\$204.00	\$210.00
<b>5. Temporary Saw Service:</b>	Fee based on value of electrical installation as per Section 2 (Minimum \$87.40)	Fee based on value of electrical installation as per Section 2 (Minimum \$89.80)
<b>6. Review of Preliminary or Modified Drawings and Specifications:</b>  <i>Review Fees subject to all applicable taxes</i>	\$70.90/hour (minimum 0.5 of an hour)	\$72.85/hour (minimum 0.5 of an hour)

<b>SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</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 \$131.50	Minimum \$135.10
<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.	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 \$154.00. No refunds will be given unless a written request is received by the Chief Building Inspector.
<b>9. Permit Extension:</b>	\$110.85	\$113.90
<b>10. Signs:</b>		
(a) Neon:		
For first transformer	\$97.00	\$99.65
Each for the next two transformers	\$64.25	\$66.00
Each for the next two transformers	\$45.40	\$46.65
For each remaining transformer	\$32.75	\$33.65
(b) Fluorescent or light – emitting diode (LED):		
For first 15 AMP branch circuit or equivalent	\$97.00	\$99.65
Each for the next two 15 AMP branch circuit or equivalent	\$64.25	\$66.00

<b>SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
Each for the next two 15 AMP branch circuit or equivalent	\$45.40	\$46.65
For each remaining 15 AMP branch circuit or equivalent	\$32.75	\$33.65
(c) Other signs requiring electrical installation:		
Calculated under Section 2 based on the value of the electrical installation	Minimum \$109.05	Minimum \$112.05
<b>11. Operating Permit for Special Event or Film Project:</b>		
(a) One location, one project (includes filming in studio):		
0 to 30 days	\$142.10	\$146.00
0 to 60 days	\$250.80	\$257.70
0 to 90 days	\$291.15	\$299.15
0 to 180 days	\$390.75	\$401.50
0 to 360 days	\$710.85	\$730.40
(b) Multi locations, one project Permit valid for maximum 365 days:		
0 to 30 days	\$109.50 per location (maximum \$438.00)	\$112.50 per location (maximum \$450.00)
0 to 60 days	\$145.50 per location (maximum \$582.00)	\$149.50 per location (maximum \$598.00)
0 to 90 days	\$185.15 per location (maximum \$740.60)	\$190.25 per location (maximum \$761.00)
0 to 180 days	\$209.00 per location (maximum \$836.00)	\$214.75 per location (maximum \$859.00)
0 to 360 days (annual permit)	\$1,814.85, any number of locations	\$1,864.75, any number of locations

<b>SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
(c) Annual permit fee for film studio for repair and maintenance only	\$0.45 per kVA Minimum 640 kVA (\$288.00) Maximum 6700 kVA (\$3,015.00)	\$0.46 per kVA Minimum 640 kVA (\$294.40) Maximum 6700 kVA (\$3,082.00)
<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	\$55.00	\$57.00
2nd reinspection	\$239.00	\$246.00
3rd reinspection	\$471.00	\$484.00
4th reinspection	\$942.00	\$968.00
5th reinspection and thereafter	\$1,180.00	\$1,212.00
<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	\$90.95/hour or part thereof (\$90.95 minimum)	\$93.45/hour or part thereof (\$93.45 minimum)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$511.65 plus \$130.75/hour or part thereof after the first four hrs. Travel time incl.	\$525.70 plus \$134.35/hour or part thereof after the first four hrs. Travel time incl.

<b>SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</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	\$90.95/hour or part thereof (\$90.95 minimum)	\$93.45/hour or part thereof (\$93.45 minimum)
(d) Strata title subdivision application inspections	\$201.90	\$207.45
<b>14. Permit Transfer or Assignment Fee:</b>		
To record a change of contractor for a project	\$110.85	\$113.90
<b>15. Copies of Departmental Records or Drawings:</b>	\$15.00 file research fee	\$25.00 file research fee
<i>Fees subject to all applicable taxes</i>	Electronic copies: \$2.05 per image	Electronic copies: \$2.10 per image
	Paper copies: \$3.35 per page for copies 8.5x11 inches	Paper copies: \$3.45 per page for copies 8.5x11 inches
	\$8.00 per page for copies 11x17 inches or larger	\$8.20 per page for copies 11x17 inches or larger

## Proposed 2017 Building Fees – Schedule A of the Tree Bylaw (Tree Permit Fees):

SCHEDULE OF TREE PERMIT FEES	Tree Cutting Fee (based on protected trees removed)		Maximum Fee	
	Current (2016)	Proposed (2017)	Current (2016)	Proposed (2017)
<b>1. Tree Permit Fees</b>				
A. No Development Application:				
(i) residential lot	\$74.00 per tree	\$76.00 per tree	\$525.00	\$539.00
(ii) site other than residential lot	\$74.00 per tree	\$76.00 per tree	\$525.00	\$539.00
B. Development Application Pending:				
(i) residential lot	\$158.00 per tree	\$162.00 per tree	\$1,050.00	\$1,079.00
(ii) site other than residential lot:				
(a) site area up to 1,000 m <sup>2</sup> (10,764 sq.ft.)	\$630.00 base fee plus \$158.00 per tree	\$647.00 base fee plus \$162.00 per tree	\$1,050.00	\$1,079.00
(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.)	\$1,260.00 base fee plus \$158.00 per tree	\$1,295.00 base fee plus \$162.00 per tree	\$5,248.00	\$5,392.00
(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.)	\$1,889.00 base fee plus \$158.00 per tree	\$1,941.00 base fee plus \$162.00 per tree	\$5,248.00	\$5,392.00
(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.)	\$2,519.00 base fee plus \$158.00 per tree	\$2,588.00 base fee plus \$162.00 per tree	\$10,496.00	\$10,785.00



SCHEDULE OF TREE PERMIT FEES	Tree Cutting Fee (based on protected trees removed)		Maximum Fee	
	Current (2016)	Proposed (2017)	Current (2016)	Proposed (2017)
(e) site area greater than 20,000 m <sup>2</sup> (215,280 sq.ft.)	\$3,149.00 base fee plus \$158.00 per tree	\$3,236.00 base fee plus \$162.00 per tree	\$10,496.00	\$10,785.00
	Current (2015)		Proposed (2016)	
2. Payment to Civic Tree Reserve Fund (s. 13(5))	\$525.00 per tree		\$539.00 per tree	
3. Minimum Security for Tree Replacement (s. 7(a)(i))	\$840.00		\$863.00	
4. Copies of Departmental Records or Drawings:  <i>Fees subject to all applicable taxes</i>	\$15.00 file research fee  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		\$25.00 file research fee  Electronic copies: \$2.10 per image  Paper copies: \$3.45 per page for copies 8.5x11 inches  \$8.20 per page for copies 11x17 inches or larger	

**Proposed 2017 Building Fees – Schedule A of the Sewer Connection Bylaw (Sewer Connection Permit Fees):**

<b>SCHEDULE OF SEWER CONNECTION PERMIT FEES</b>	<b>Current (2016)</b>	<b>Proposed (2017)</b>
<b>(a) For each sanitary sewer connection</b>	\$89.00	\$91.00
<b>(b) For each storm sewer connection</b>	\$151.00	\$155.00
<b>(c) For each combined sewer connection</b>	\$151.00	\$155.00
<b>(d) For the third &amp; each subsequent inspection (section 15(2))</b>	\$60.00	\$62.00

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