



### 3.0 ENGINEERING FEES

#### 3.1 Current Engineering Fees

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.

Staff has completed the annual review of fees for 2022. Similar to Planning and Building fees, the Engineering Department fees are proposed to increase by approximately 3.0% to ensure cost recovery based on the City’s projected operating costs and Consumer Price Index (CPI). The exception is the increase for the Traffic Control permit fees which is separately discussed in Section 3.2 of this report. Section 3.3 of this report also identifies fees which will not be increased as they are set by external organizations such as the Land Title and Survey Authority of British Columbia and Metro Vancouver.

Appendix A outlines the recommended adjustments to the Engineering fees including fees which will remain at the current rates. Fee increases will be effective 2022 January 01.

#### 3.2 Engineering Fee increases greater than 3.0%

Staff has recently conducted a review of current level of efforts and cost recovery requirements. It is proposed that the following fees be increased greater than 3.0% to ensure cost recovery:

TRAFFIC CONTROL PERMIT	2021 Fee	2022 Fee
Application Fee- One Week Duration or Less	\$107	\$265
Application Fee- For each Additional Week	\$53	\$265

Traffic Control Permits are issued to authorize lane closures or traffic control on roadways. In 2019, the City started recovering costs for this permit. The initial application fee was set at \$100 for each new request with \$50 for an extension for each subsequent week. The actual level of effort involved with each of these permit plan reviews and field monitoring have now been reviewed , which is higher than the introductory fees.

It was further determined that the initial traffic control permit application processing and review takes a similar amount of effort to review subsequent renewal applications. This is due to the fact that new plans need to be reviewed with field conditions investigated. On average, it takes staff approximately four hours to review and approve a permit, which equates to a cost of \$265 per permit either for a new application or each subsequent renewal.

A market survey was also conducted to determine the fee range for Traffic Control Permits within the Lower Mainland. The research included the following municipalities: City of Vancouver, City of North Vancouver, City of Surrey, City of New Westminster, and City of Coquitlam. Permits ranged from \$66.10 for minor traffic controls requiring staff review time of less than one hour to \$314 for an Arterial/ Collector road or significant obstruction.

Overall, the review suggests the Traffic Control Permit fee should be increased to enable the City to issue these permits and undertake the associated tasks on a cost recovery basis. These rates are also within the range of what other municipalities are charging.

**3.3 Engineering Fees which will not be changed**

The following fees will remain unchanged in 2022 as we have not been advised by external organizations that they will be increasing these fees.

<b>FILE RESEARCH, ARCHIVES, AND RECORDS FEES</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
▪ <b>Land Title Search Fees</b>		
Land Title Search	\$15.00 / search	No Change
Land Title Document and Plan Image records	\$20.00 / search	No Change
▪ <b>Legal Agreement Amendment Fees</b> ▪ <b>(for existing legal agreements already registered at Land Title Office)</b>		
For first 3 amendment items	\$600.00	No Change
For more than 3 amendment items	\$1,000.00	No Change

<b>REMOVAL OR REPLACEMENT OF SURVEY MONUMENTS</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
Integrated Survey Area (ISA) Control Monument	\$1,800.00/ each	No Change
Secondary Benchmark	\$3,300.00/ each	No Change
High Precision Network Monument	\$7,500.00/ each	No Change

To: Chief Administrative Officer  
From: Director Engineering  
Re: 2022 Engineering Fees  
2021 September 08.....Page 4

**RECOMMENDATION**

It is recommended that Council Council approve the proposed Engineering fee adjustments and authorize the City Solicitor to bring forward the necessary bylaw amendments to implement the proposed fee adjustments in Appendix A, with an effective date of 2022 January 01.



James Lota, P.Eng., MBA, MPA  
DIRECTOR ENGINEERING

RS/DG/ac

Copied to: Director Planning  
Director Finance  
Director Parks, Recreation and Cultural Services  
Chief Information Officer  
Chief Building Inspector  
City Solicitor  
City Clerk

## Current and Proposed 2022 Engineering Fees

**SCHEDULE A - FILE RESEARCH, ARCHIVES, AND RECORDS FEES**

<b>FILE RESEARCH, ARCHIVES, AND RECORDS FEES</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
▪ <b>Land Title Search Fees</b>		
Land Title Search	\$15.00 / search	No Change
Land Title Document and Plan Image records	\$20.00 / search	No Change
▪ <b>Legal Agreement Amendment Fees</b> ▪ <b>(for existing legal agreements already registered at Land Title Office)</b>		
For first 3 amendment items	\$600.00	No Change
For more than 3 amendment items	\$1,000.00	No Change
▪ <b>File Research and Image Reproduction Fees</b>		
File Research	\$28.00	\$29.00
Electronic copies	\$2.30 per image	\$2.35 per image
Paper copies (8.5x11 inches or larger)	\$3.80 per page	\$3.90 per page
Paper copies (11x17 inches or larger)	\$8.95 per page	\$9.20 per page

**SCHEDULE B - NOISE OR SOUND ABATEMENT BYLAW 1979**

<b>NOISE VARIANCE PERMIT FEES</b> <b>Section 15(4)</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
Permit Fee	\$107.00/ each	\$110.00/ each
Renewal Fee	\$53.00 / each	\$55.00 / each

**SCHEDULE C – SOIL DEPOSIT BYLAW 1971**

<b>SOIL DEPOSIT PERMIT FEES</b> <b>Section 4.1</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
Application Fee	\$265.50/ each	\$275.00/ each

**SCHEDULE D - SOIL REMOVAL REGULATION BYLAW 1961**

<b>SOIL REMOVAL PERMIT FEES Section 4.1</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
Application Fee	\$265.50/ each	\$275.00/ each

**SCHEDULE E – STREET AND TRAFFIC BYLAW 1961**

<b>TRAFFIC CONTROL PERMIT FEES Section 24(2)(a)</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
▪ <b>Application Fee</b>		
One week duration or less	\$107.00	\$265.00
For each additional week	\$53.00/ week	\$265.00/ week

<b>MINOR WORK PERMIT FEES Section 24(2)(b)</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
▪ <b>Application Fee</b>		
Valid for one month	\$320.00	\$330.00
▪ <b>Extension Fee</b>		
For each additional month	\$159.50/ month	\$164.00/ month
▪ <b>Annual Renewal Fee</b>		
Up to 5 years	\$320.00/ year	\$330.00/ year
5 years and more	Annual renewal fee plus \$533.00/ year for each monitoring well, test hole, installation, excavation, or work	Annual renewal fee plus \$550.00/ year for each monitoring well, test hole, installation, excavation, or work
▪ <b>Bonding</b>		
Based on value of potentially impacted City infrastructure		

<b>STANDARD STREET WORK PERMIT FEES Section 24(2)(c)</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
▪ <b>Application Fee</b>	\$639.00, plus \$15.55 /metre greater than 50 metres	\$660.00, plus \$16.00 /metre greater than 50 metres
▪ <b>Pavement Degradation Fee</b>		
Age of Street Pavement (as determined by the Engineer)	Fee per Excavation Size (square or lineal metre, whichever is greater)	
0 – 5 years	\$53.00	\$55.00
6 - 10 years	\$42.60	\$44.00
11 - 15 years	\$32.20	\$33.00
16 – 20 years	\$21.80	\$22.00
21 years or more	\$10.40	\$11.00
▪ <b>Deposits and Fees for Works Completed by City Employees or Contractors</b>	As per current Engineering Operations unit rates	
▪ <b>Bonding</b>	Based on value of potentially impacted City infrastructure	

<b>DEVELOPMENT WORKS ENCROACHMENT PERMIT FEES Section 24(2)(d)</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
▪ <b>Application Fee</b>		
Hoarding	\$1,065.00	\$1,095.00
Shoring	\$1,065.00	\$1,095.00
▪ <b>Renewal Fee</b>	\$533.00/ permit	\$550.00/ permit
▪ <b>Anchor Rod Retention Fee</b>	\$2,132.00 / anchor rod	\$2,195.00 / anchor rod
▪ <b>Deposits and Fees for Works Completed by City Employees or Contractors</b>	As per current Engineering Operations unit rates	
▪ <b>Bonding</b>		
Anchor Rod	\$2,132.00 / rod	\$2,195.00 / rod
Hoarding - Construction Fencing - Covered Scaffolding - Structured Walkway	\$10,663.50 base plus \$64.50/metre plus \$107.00/metre plus \$320.00 /metre	\$10,985.00 base plus \$66.00/metre plus \$110.00/metre plus \$330.00 /metre
Shoring (shotcrete removal)	\$346.00 - \$1,919.00 / metre, depending on difficulty of removal as determined by Engineering	\$355.00 - \$1,975.00 / metre, depending on difficulty of removal as determined by Engineering

Excavation	\$159.50/ cubic metre	\$164.00/ cubic metre
Other works	Based on value of potentially impacted City infrastructure	

<b>PLACEMENT OF TEMPORARY STORAGE CONTAINER FEES Section 24(2)(e)</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
Application Fee- Temporary Storage Container Placement	\$100.00/ each	\$103.00/ each
Temporary Storage Container Placement	\$15.00/ day	\$15.50/ day

<b>OVERSIZED COMMERCIAL VEHICLE PERMIT FEES Section 49</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
Single Trip Permit	\$32.20/ each	\$33.00/ each
Yearly Permit	\$223.00 / vehicle	\$230.00 / vehicle
Duplicate Permit	\$32.20 / each	\$33.00/ each

## **SCHEDULE F – WATERCOURSE BYLAW 1988**

<b>SEDIMENT CONTROL SYSTEM PERMIT AND INSPECTION FEES Section 9(2)</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
<ul style="list-style-type: none"> <li>▪ <b>Sediment Control System Permit:</b></li> </ul>		
Sediment Control System Permit (including 1st and 2nd inspections)	4% of estimated sediment control system construction value	4% of estimated sediment control system construction value
<ul style="list-style-type: none"> <li>▪ <b>Sediment Control Re-inspection Fee (for 3<sup>rd</sup> and each subsequent re-inspection):</b></li> </ul> <p>Where it has been determined by the assigned Engineering Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work re-inspection is required</p> <p><i>Re-inspection Fees subject to all applicable taxes</i></p>		
3rd inspection	\$265.50	\$275.00
4th inspection and thereafter	\$373.00	\$385.00



**SCHEDULE G – SURVEY MONUMENTS**

<b>REMOVAL OR REPLACEMENT OF SURVEY MONUMENTS</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
Integrated Survey Area (ISA) Control Monument	\$1,800.00/ each	No Change
Secondary Benchmark	\$3,300.00/ each	No Change
High Precision Network Monument	\$7,500.00/ each	No Change

**SCHEDULE H – PARKING METER AND SIGN REMOVAL AND INSTALLATION FEES**

<b>PARKING METER PLATING &amp; REMOVAL FEES</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
Parking Meter Plating	\$71.50/ hour	\$74.00/ hour
Parking Meter Removal/ Reinstallation (no coring required)	\$80.00/ each	\$82.00/ each
Replacement Parking Meter- Single Head	\$700.00/ each	\$720.00/ each
Replacement Parking Meter- Double Head	\$1,400.00/ each	\$1,440.00/ each

<b>PARKING SIGN INSTALLATION FEE</b>	<b>Current (2021)</b>	<b>Proposed (2022)</b>
Sign Installation- Labor & Materials	As per current Engineering Operations unit rates	As per current Engineering Operations unit rates