

**TO:** CITY MANAGER

2004 October 25

**FROM:** DIRECTOR PLANNING AND BUILDING

**SUBJECT: 2005 FEES FOR BUILDING PERMITS AND OTHER PLANNING APPLICATIONS AND SERVICES**

**PURPOSE:** To provide Council with recommendations for the Planning and Building Department's 2005 fee schedule for various applications for the purpose of cost recovery.

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**RECOMMENDATIONS:**

1. **THAT** Council authorize staff to implement the fee adjustments outlined in this report to be effective on 2005 January 04.
2. **THAT** Council authorize the preparation of a bylaw amending the rezoning application fees in the Burnaby Zoning Bylaw as outlined in Section 3.0 of the Appendix, and that the bylaw be forwarded to the 2004 November 23 Public Hearing.
3. **THAT** Council authorize the preparation of the necessary bylaw amendments to effect the fee adjustments outlined in Sections 3.0 and 4.0 of the Appendix to 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 (Management of Development) 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 from which an individual or a business may expect to benefit and Council has sought to ensure that in these cases the fees charged more fully reflect the costs of providing the services.

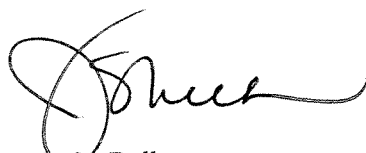
The services under consideration include permits for construction of buildings and electrical, plumbing and gas inspections; fees for rezoning, strata titling and subdivision of land; and a wide array of other services contemplated under the Act. In some instances, the requirement of permits and approvals is driven primarily by considerations of safety and adherence to public codes and the City has, in the past, sought to recover a percentage of the costs of providing the services through the fee structure.

In other instances, such as applications for subdivision, rezoning, strata-titling, or other types of planning services, the applicant obtains a potential direct financial benefit and, in many instances, this financial benefit is considerable, often in the range of many thousands of dollars. It is therefore appropriate that, in such applications, the applicant, as opposed to the City, should more fully bear the estimated cost of such services.

In 1997 May, Council approved a revised schedule of fees and charges for permits and applications and, at that time, it was indicated that staff would review the fee schedule on an annual basis and provide annual reports. Staff completed their 2004 fees review in late 2003 and a report was submitted to Council which recommended a number of modest fee increases with the net effect of an average 2.6% overall increase in fees. Council adopted the recommendations at that time and the fee adjustments were implemented accordingly.

Staff have completed their review for the year 2005 and the **attached** Appendix outlines the adjustments being recommended at this time. The increases in most cases are, once again, modest, reflecting primarily the increased cost of doing business. Generally, the Planning and Building Department's fees are proposed to increase by 2% (the current rate of inflation) in recognition of the need for cost recovery, but also acknowledging such fee increases need to be kept modest and relative to the position of other jurisdictions in the Lower Mainland. The proposed increases would not adversely effect Burnaby's fee position relative to other municipalities in the region. While there are variations in the ranking of this Department's fees relative to other municipalities in Greater Vancouver, the fees are, on average, near the median of the fees of the other municipalities surveyed in Greater Vancouver.

It is noted that the fee adjustments concerned with the second recommendation (all fees except those associated with rezoning applications and servicing related to rezoning and PPA) do not require presentation to a Public Hearing and thus could take effect on 2005 January 04. With respect to fees for rezoning applications, and given that they are contained in the Zoning Bylaw, a text amendment is required to be prepared and presented at a Public Hearing (i.e. the regular process for amending the Zoning Bylaw). The text amendment to the Zoning Bylaw to adjust the rezoning fee and a fee for processing servicing requirements related to rezonings and Preliminary Plan Approval applications appears elsewhere on this agenda for First Reading and, if Council adopts the recommendations in this report, the text amendments will be forwarded to the Public Hearing on 2004 November 23. The bylaw amendment would then be able to be considered for Final Adoption in December and the fee adjustments implemented on 2005 January 4 at the same time as all the other fee adjustments are implemented. Upon approval of this report, staff will take the necessary steps to implement the proposed adjustments.



J. S. Belhouse  
Director Planning and Building

BW:gk  
Attach

cc: Director Finance  
Chief Building Inspector  
Director Engineering  
City Clerk  
City Solicitor  
Director Information Services

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## **APPENDIX**

### **Review of Fees for 2005 for Building Permits and Other Planning Applications and Services**

#### **1.0 GENERAL**

In pursuing its review of the structure and schedules for planning and building-related fees, staff have sought to consider the full range of costs (administrative, processing, record keeping, responding to enquiries, inspections etc.) that are entailed in each case, recognizing 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 Planning Division, considerable staff effort is commonly also entailed in the Clerk's office, Legal Department, Engineering Department, Fire Prevention Office, Building Division, and, occasionally or to some extent, also in the RCMP, Parks, Recreation and Cultural Services Department, Business Licence and Taxation offices, etc. The degree to which other departments may be involved varies considerably with type of application and from case to case, and it is important in estimating the costs of providing these services, to recognize the contribution to the process from these other departments. The overriding consideration in the Local Government Act, which governs fees imposed for planning-type services, is that the fee must not exceed the estimated average costs of processing, inspection, advertising and administration that are usually related to the type of application or other matter to which the fee relates.

#### **2.0 COST OF LIVING ADJUSTMENT**

The 1997 May 05 report from the Director Planning & Building proposed that in order to bring consistency and continuity into the process of establishing and monitoring/updating fees, staff would provide Council with an annual report for each subsequent year. This would create a more regular adjustment process with less need for substantial increases. This process would then be incorporated into the respective budget submissions in consultation with the Finance Department. A comprehensive fee review was undertaken in the spring of 1997. The fee adjustments made as a result of that review were designed to recover the basic costs of operating the building inspection maintained by the City while at the same time keeping those fees comparable to other neighboring jurisdictions in the Lower Mainland. The fees established as a result of that review now serve as a benchmark for subsequent annual fee reviews for the Planning and Building Department. Fees are now adjusted each year to recover inflationary cost increases over previous years. This in turn allows us to ensure that real revenues are similar to those generated in previous years. This is achieved through analysis of the Vancouver Cost of Living Index. Based on current indicators it appears that the Vancouver Cost of Living Index will increase by approximately 2% for 2004. In order to keep pace with this inflation, it is proposed that average fee increases of around 2% be applied to the various permits and other services offered by the Planning and Building Department for the year 2005, as noted below.

### **3.0 PLANNING DIVISION**

Staff have reviewed the existing cost recovery structure of the present fee schedule for rezoning, subdivision, development approvals (PPA), strata titling and sundry other planning approval services provided by the Department. In line with the requirement of the Local Government Act, care has been taken to ensure that the proposed fees do not exceed the estimated average cost of processing, inspection, advertising and administration as noted above, and that the fees are not out of line with similar charges in other municipalities in the region. In lieu of these considerations, an average 2% increase is proposed for Planning Division fees. This increase would maintain Burnaby's position relative to other jurisdictions in the Lower Mainland which charge for similar processes and services. In some cases, such as for development approvals (PPA), Burnaby will still maintain amongst the lowest fees in the region.

One proposed fee amendment involves the processing fee for servicing related to rezoning applications, but for which there is no subdivision involved. This fee has been set at \$525.00 per application in the Zoning Bylaw for 7 years without being up-dated and requires a more significant increase. Servicing related to rezonings which involves additional work beyond that solely related to consideration of the rezoning includes items such as necessary easements and document preparation and registration. This type of servicing requirement has also become more common related to Preliminary Plan Approval (PPA) applications and should also be applied to servicing related to PPA applications. The processing of PPA applications has become increasingly more complex with the increase of 'infill' developments under existing zoning. Many projects, such as industrial projects or mixed-use developments on Hastings Street and UniverCity residential developments, undergo similar rigor which a rezoning might involve while remaining under the PPA application. It is recommended that this fee be instituted with a two level price structure. It is recommended that \$825.00 (which is half of the subdivision application fee) be charged for processing servicing requirements related to rezonings and PPA's in general, while a charge of \$400.00 be charged for servicing in connection with rezonings or PPA's which have only one servicing requirement, such as a requirement for a statutory right-of-way or a Covenant. This does not include the collection of any necessary development cost charges. This two level fee structure is designed to reflect the different levels of necessary staff time involved with the less complex servicing files and represents an actual reduction in the fee for processing the simpler and less complex servicing requirements.

There is also one existing fee which is in need of a comprehensive re-examination relative to the fee structure being utilized. In 1991 a fee was introduced for the processing of Preliminary Plan Approvals (PPAs). A simple formula was introduced which has been modestly adjusted on a yearly basis to reflect the cost of living increase (this year 2%). Since 1991 the number of PPA applications and the complexity of applications has increased. This is in large part due to the significant increase in retrofitting existing buildings, larger infill projects and multi-family residential developments which do not require rezoning (Hastings Street Area and UniverCity Developments) but require PPA. In addition, there has been a

notable increase in PPA applications related to changes of use and business licence applications. This ensuing year, staff will undertake a comprehensive study of the fee structure as it relates to cost recovery on smaller and mid size projects to bring it more in line with the Building Permit fee structure and to relate it more directly to fees which are being applied in other lower mainland cities. Such a change would be reflected in next year's fee structure report to Council.

With this report being forwarded to Council at this time, in order to advance the Zoning Bylaw text amendment respecting the rezoning application fee to the November Public Hearing, all bylaw amendments should be able to be adopted prior to the end of the year. If that is the case, staff will implement the changes in fees effective January 4, 2005.

SCHEDULE OF PLANNING FEES		CURRENT	PROPOSED
<b>Rezoning Applications:</b>			
1.	First 1,700 sq. m.	\$1,426.00	\$1,455.00
2.	Each subsequent 100 sq. m. or portion thereof	\$ 24.75	\$ 25.25
3.	Rezoning and PPA Servicing	\$ 525.00	\$ 825.00 \$ 400.00 where there is only one servicing item.
<b>Subdivision Applications:</b>			
4.	Subdivision Application	\$1,650.00	\$1,683.00
5.	Airspace Parcel Subdivision	\$5,440.00	\$5,550.00
6.	Additional airspace parcels within same application	\$ 108.00	\$ 110.00
7.	Road Closure/Highway Exchange	\$1,700.00	\$1,735.00
8.	Tentative Approval Extension	\$ 113.00	\$ 115.00
9.	Personal Preference Address Change (no charge when included in application for subdivision)	\$ 565.00	\$ 576.00
<b>Strata Titling:</b>			
10.	Two-family and industrial/commercial conversions	\$ 500.00	\$ 510.00
11.	Each additional industrial/commercial unit	\$ 28.30	\$ 29.00
<b>Phased Strata Plans</b>			
12.	First Phase	\$ 868.00	\$ 885.00
13.	Subsequent Phases	\$ 113.00	\$ 115.00
14.	Last Phase	\$ 343.00	\$ 350.00
15.	Form 'P' Amendment	\$ 62.00	\$ 63.25
<b>Liquor Licence Applications:</b>			
16.	New Applications	\$ 620.00	\$ 632.00
17.	Amendments to existing liquor licences	\$313.00	\$320.00

SCHEDULE OF PLANNING FEES		CURRENT	PROPOSED
<b>Preliminary Plan Approval (Development Applications):</b>			
18.	Minimum Fee	\$121.00 (Construction value under \$50,000.)	\$123.00 (Construction value under \$50,000)
19.	On construction value	\$1.92 per \$1,000	\$1.96 per \$1,000
1.9	Extensions	\$113.00	\$115.00

#### **4.0 BUILDING DIVISION**

As outlined in the covering report, it is proposed that the current rate of inflation of 2% be generally used as a basis for increasing Building Division fees. It is noted that the fees for some services provided by the Building Division are proposed not to increase while others are proposed to increase beyond the indicated average of 2%. In such instances, the deviation from the 2% increase is intended to more accurately reflect the costs to the City associated with the various permit processes, and to bring greater consistency among the fees for trade permits. From an administrative standpoint, it is noted that changes to the Building Division's fees do not require a presentation at a Public Hearing, but rather the adoption of the relevant bylaw amendments by Council in the usual manner.

## Plumbing Fees

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES		Current	Proposed
1.	<b>Plumbing Fixtures:</b>  For the rough-in and completion of each plumbing fixture  (Each roof drain, floor drain, swimming pool, whirl pool, hot tub, dishwasher, clothes washer, water heater, water meter and backflow protection device under 4 inches in size with test ports is classed as a plumbing fixture.)  Each fixture  For each backflow protection device 4 inches or greater in size  For the removal of each fixture and the capping off of piping	          \$21.75  \$108.85  \$40.00 for the first fixture removed and \$10.00 for each additional fixture removed	          new wording to include <i>water meter</i>  \$22.20  \$111.00  \$40.80 for the first fixture removed and \$10.20 for each additional fixture removed
2.	<b>Interceptors:</b>  For the installation of a catch basin, sump, oil interceptor, manhole or trench drain  Each unit	    \$27.30	    \$27.85
3.	<b>Alteration Work:</b>  For the installation, alteration or internal coating of any plumbing pipe or rainwater leader where no fixtures are involved  Each 30 m or portion thereof	   \$27.30	   \$27.85

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES		Current	Proposed
4.	<b>Site Piping:</b>  For the installation of on-site storm sewer or sanitary sewer or domestic water piping  Each 30 m or portion thereof	\$27.30	\$27.85
5.	<b>Site Fire Protection:</b>  For the installation of underground fireline or hydrants  Each 30 m or portion thereof  Each fire hydrant	\$27.30  \$21.75	\$27.85  \$22.20
6.	<b>Building Fire Protection:</b>  For the installation or relocation of the following:  First sprinkler head  Each additional sprinkler head  Each fire pump test header  First siamese connection, hose cabinet, hose outlet, wet/dry outlet or standpipe  Each additional siamese connection, hose cabinet, hose outlet, wet/dry outlet or standpipe  For the installation, alteration or internal coating of any above ground fire suppression piping where no fixtures are involved  Each 30 m or portion thereof	\$38.00 \$2.00 \$27.30 \$27.30 \$18.30 \$27.30	\$38.75 \$2.00 \$27.85 \$27.85 \$18.65 \$27.85
7.	<b>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)  (b) in all other buildings:  For the first 30 m of piping or portion thereof  For each additional 30 m of piping or portion thereof	\$19.35  \$65.35 \$37.20	\$19.75  \$66.65 \$37.95



GST is added to reinspection fees

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES		Current	Proposed
10.	<b>Special Inspections:</b>  (a) For an inspection requested by the owner but not required by the Bylaw  (b) For an inspection outside the hours during which the offices of the City Hall are normally open  (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  (d) For Strata title subdivision application inspections  GST is added to special inspection fee	\$75/hour (\$75 minimum)  \$440 plus \$110/hour or part thereof after the first four hours. Travel time included.  \$75/hour (\$75 minimum)  \$154.00	No change to these fees                    \$157.00
11.	<b>Partial Permits:</b>  A partial permit to carry out a portion of the overall plumbing work for a specific project may be issued on request. Fees for partial permits will be determined using this schedule of fees and on the basis that each partial permit constitutes a separate Plumbing Permit. Where a request is received to permit the rough-in plumbing only under a concrete slab on grade, a fee shall be charged in addition to the Plumbing Fixture Fee, as follows:  For the first 30 m of piping or portion thereof  For each additional 30 m of piping or portion thereof	          \$37.75  \$21.65	          \$38.50  \$22.10
12.	Review of preliminary or modified drawings and specifications:	\$60/per hour (Minimum .5 of an hour)	No change to these fees
13.	<b>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	\$43.60	\$44.50
14.	<b>Permit Extension:</b>	\$43.60	\$44.50

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES		Current	Proposed
15. Permit Fee Refund:			No change
Where no work has been performed under the permit, the refund will be 90% of the fee paid subject to a minimum non-refundable of \$100. No refunds will be given unless a written request is received by the Chief Building Inspector.			

### Gas Fees

GAS PERMIT FEES		Current	Proposed
1. Residential Installations:			
(a) For each appliance		\$27.35	\$27.85
(b) For each vent installation		\$27.35	\$27.85
(c) Hot Water Tank Replacement		\$20.00	\$25.00
(d) House Piping only		\$27.85	\$28.40
2. Commercial, Industrial or Institutional Installations:			
(a) For each appliance with input of:			
30 kW (102,000 BTU/Hr) or less		\$32.85	\$33.50
31 to 120 kW (103,000 to 409,000 BTU/Hr)		\$66.10	\$67.40
(b) For piping only			
First 30 m or less		\$38.50	\$39.25
Each additional 30 m or part thereof		\$27.35	\$27.85
(c) For each vent installation (no appliance)		\$38.50	\$39.25
(d) Laboratory equipment			
For each 200,000 BTU's or part thereof in a room		\$54.95	\$56.00

GAS PERMIT FEES		Current	Proposed
3.	<b>Reinspection Fee:</b>  Where it has been determined by the Gas Inspector that due to non-compliance with the provisions of this Bylaw, unsatisfactory workmanship or incomplete work reinspection is required   GST is added to reinspection fees	1st reinspection \$50  2nd reinspection \$100  3rd reinspection \$200  4th reinspection \$400  5th reinspection \$800 and thereafter	<i>No change to fees</i>
4.	<b>Special Inspections:</b>  Special Inspection Fees subject to GST  (a) For an inspection requested by the owner but not required by the Bylaw  (b) For an inspection outside the hours during which the offices of the City Hall are normally open  (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	\$75/hour (\$75 minimum)  \$440 plus \$110/hour or part thereof after the first four hours. Travel time included.  \$75/hour (\$75 minimum)	<i>No change to fees</i>
5.	<b>Review of preliminary or modified drawings and specifications:</b>	\$60/hour (minimum .5 of an hour)	<i>No change to fee</i>
6.	<b>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	\$43.60	\$44.50
7.	<b>Permit Extension</b>	\$43.60	\$44.50

GAS PERMIT FEES		Current	Proposed
8.	Permit Fee Refund:	Where no work has been performed under the permit, the refund will be 90% of the fee paid subject to a minimum non-refundable of \$100. No refunds will be given unless a written request is received by the Chief Building Inspector.	<i>No change</i>

### Building Fees

SCHEDULE OF BUILDING PERMIT FEES		Current	Proposed
1.	<u>Application for a Building Permit:</u>  (a) For single or two-family dwelling where construction value exceeds \$82,000, including renovations, additions and accessory buildings  (b) For all other	\$168.75   20% of estimated Building Permit Fee, subject to a minimum of \$50 and a maximum of \$5,200	\$172.00   <i>no change</i>
2.	<b>Building Permit:</b>  (a) Value of Construction  \$0 to \$1,000  \$1,001 to \$20,000  \$20,001 to \$200,000  \$200,001 and over	\$50.00  \$50 plus \$13.10/\$1,000 or part thereof over \$1,000  \$298.90 plus \$8.88/\$1,000 or part thereof over \$20,000  \$1897.30 plus \$7.65/\$1000 or part thereof over \$200,000	<i>no change</i>  \$50 plus \$13.35/\$1,000 or part thereof over \$1,000  \$303.65 plus \$9.10/\$1000 or part thereof over \$20,000  \$1941.65 plus \$7.80 /\$1000 or part thereof over \$200,000

SCHEDULE OF BUILDING PERMIT FEES		Current	Proposed
(b)	For Chimneys and Solid Fuel Appliances		
	Masonry Chimney:	\$51.25 per dwelling unit	\$52.25 per dwelling unit
	Prefab Metal Chimney - Class "A"	\$51.25 per dwelling unit	\$52.25 per dwelling unit
	Free standing solid fuel stove or fireplace	\$62.50	\$63.75
	Free standing solid fuel stove or fireplace and Class "A" Chimney	\$78.00	\$79.50
	Solid fuel insert (includes pre safety inspection)	\$78.00	\$79.50
(c)	For a Building Permit relating to the replacement of Building Water Pipe:		
	(a) per unit for all buildings	\$19.35 per unit for all buildings	\$19.75 per unit for all buildings
3.	<b>Permit Extension under s.4(5)(a):</b>	\$43.60	\$44.50
4.	<b>Review of preliminary or modified drawings and specifications:</b>	\$60 per hour (minimum .5 of an hour)	<i>No change</i>
5.	<b>Building Permit for a Demolition:</b>		
	- Accessory building	\$51.25	\$52.25
	- Single and two-family dwelling including all accessory buildings on site	\$217.50	\$222.00
	- All other buildings and structures	\$543.75	\$555.00
6.	<b>Building Permit for Temporary Building or Structure:</b>	\$382.75 per year	\$390.50 per year

SCHEDULE OF BUILDING PERMIT FEES		Current	Proposed
7.	<b>Reinspection Fee:</b>  Where it has been determined by the Building Inspector that due to non-compliance with the provisions of this Bylaw, unsatisfactory workmanship or incomplete work reinspection is necessary.  Reinspection Fees subject to GST	1st reinspection \$50  2nd reinspection \$100  3rd reinspection \$200  4th reinspection \$400  5th reinspection \$800	<i>No change</i>
8.	<b>Special Inspections:</b> Special inspection Fees subject to GST  (a) For an inspection requested by the owner but not required by the Bylaw  (b) For an inspection outside the hours during which the offices of the City Hall are normally open  (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  (d) For a special safety inspection following an electrical or gas disconnection  (e) Strata title subdivision application  <i>inspections</i>	\$75/hour (\$75 minimum)  \$440 plus \$110/hour or part thereof after the first four hours. Travel time included.  \$75/hour (\$75 minimum)  \$410.50  \$154	<i>No change to these fees</i>  <i>No change to these fees</i>  <i>No change to these fees</i>  \$420.00  \$157
9.	<b>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.		<i>No change</i>
10.	<b>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	\$43.60	\$44.50

*Appendix*  
*Review of Fees for 2005*  
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SCHEDULE OF BUILDING PERMIT FEES		Current	Proposed
11.	<b>File Research and Letter:</b> - Single family or two-family dwelling - All other buildings	\$50 \$100 per unit	<i>No change</i>
12.	<b>Application for Equivalents under the British Columbia Building Code:</b>	\$350 for the first decision on a development and \$100 for each decision thereafter	\$400 for the first decision on a development and \$125 for each decision thereafter
13.	<b>Application for Heating System:</b>	\$2.20 per 1,000 BTU's heating appliance input (minimum \$110.30 per appliance)	\$2.25 per 1,000 BTU's heating appliance input (minimum \$112.50 per appliance)
14.	<b>Application for Preliminary Plan Approval:</b> (a) For signs (b) For Comprehensive Sign Plans (c) For all other development (d) For each extension	\$60.00 per sign \$100.00 \$1.92 per \$1,000 of estimated construction value, with a minimum of \$121.00 \$110	\$65.00 per sign \$120.00 \$1.96 per \$1,000 of estimated construction value, with a minimum of \$123.00 \$115.00



## REFUND OF FEES

FEES	Current	Proposed
1. Building Permit Application Fee Refund  where plan checking has not commenced	(a) For single or two-family dwellings, including renovations, additions and accessory buildings  70% of Application Fee subject to a minimum non-refundable \$50.00.  (b) For all other applications  70% of Application Fee subject to a minimum non-refundable \$75.00	No Change
2. Building Permit Fee Refund where construction has not commenced, no inspection has been made and a permit has not been extended	Refund equals 90% of the difference between the Building Permit Fee and the Building Permit Application Fee	No Change
3. No refunds will be given unless a written request is received by the Chief Building Inspector.		No Change

## DAMAGE DEPOSITS AND INSPECTIONS FEES

Permit	Inspection Fee		Damage Deposit	
	Current	Proposed	Current	Proposed
1. Single or Two Family Dwelling Construction	\$75.00	No change	\$1,500.00	No change
2. Single or Two Family Dwelling Addition or Demolition	\$75.00	No change	\$1,000.00	No change
3. Construction other than Single or Two Family Dwelling	\$150.00	No change	\$1,000.00 for 15 m frontage \$30.00/m of frontage thereafter	No change

Permit	Inspection Fee		Damage Deposit	
4. Demolition other than Single or Two Family Dwelling	\$100.00	No change	\$1,000 for 15 m frontage \$30/m of frontage thereafter	No change
5. Swimming pool installation	\$75.00	No change	\$1,500.00	No Change
6. Construction garage or carport	\$75.00	No change	\$1,500.00	No Change
No interest will be paid on damage deposits held by the City			none	No change

### Electrical Fees

ELECTRICAL PERMIT AND INSPECTION FEES	Current	Proposed
1. New One and Two-Family Detached Dwellings:		
(1) Electrical system for a dwelling including service connection, telephone and Temporary Current Permit	20 % of Building Permit Fee	18 % of Building Permit Fee
(2) Security system /data/cable tv/vacuum/intercom/sound system.	Fee based on value of electrical installation including materials and labour (Item 2) Minimum \$250 job value.	No change

ELECTRICAL PERMIT AND INSPECTION FEES	Current	Proposed
<p>2. <b>Electrical Installations Other Than New One and Two-Family Detached Dwellings:</b>  (Fee based on value of electrical installation including materials and labour)</p> <p><u>Value of Electrical Installation</u>  (as approved by Electrical Inspector)</p> <p>\$100 or less</p> <p>\$101 - \$250</p> <p>\$251 - \$350</p> <p>\$351 - \$500</p> <p>\$501 - \$700</p> <p>\$701 - \$1,000</p> <p>\$1,001 - \$10,000</p> <p>\$10,001 - \$50,000</p> <p>\$50,001 - \$100,000</p> <p>\$100,001 - \$500,000</p> <p>\$500,001 - \$1,500,000</p> <p>\$1,500,001 and over</p>	<p>\$32.65</p> <p>\$43.60</p> <p>\$54.35</p> <p>\$65.35</p> <p>\$81.50</p> <p>\$98.25</p> <p>\$98.25 plus  \$40.40/\$1000 or part thereof  over \$1000</p> <p>\$461.85plus  \$21.80/\$1000 or part thereof  over \$10,000</p> <p>\$1333.85 plus \$13.00/\$1000  or part thereof over \$50,000</p> <p>\$1983.85 plus \$8.77/\$1000  or part thereof over \$100,000</p> <p>\$5,491.85plus \$7.40/\$1,000  or part thereof over \$500,000</p> <p>\$12,891.85 plus \$2.40/\$1,000  or part thereof over  \$1,500,000</p>	<p>\$33.30</p> <p>\$44.50</p> <p>\$55.45</p> <p>\$66.65</p> <p>\$83.15</p> <p>\$100.25</p> <p>\$100.25 plus  \$41.20/\$1000 or part thereof  over \$1000</p> <p>\$471.05 plus  \$22.35/\$1000 or part thereof  over \$10,000</p> <p>\$1365.05 plus \$13.25/\$1000  or part thereof over \$50,000</p> <p>\$2027.55 plus \$8.95/\$1000  or part thereof over \$100,000</p> <p>\$5607.55 plus \$7.50/\$1,000  or part thereof over \$500,000</p> <p>\$13107.55 plus \$2.45/\$1,000  or part thereof over  \$1,500,000</p>
<p>3. <b>Temporary Current Permit:</b>  (not required for one or two-family dwelling)</p>	<p>\$130.00</p>	<p>\$132.60</p>

ELECTRICAL PERMIT AND INSPECTION FEES	Current	Proposed
<p>4. <b>Operating Permit</b> for one commercial or industrial plant or establishment (based on service capacity)</p> <p>For each additional permit</p>	<p>\$0.24/KVA Minimum \$125 Maximum \$2,225</p> <p>\$125.00</p>	<p>Note new language “Annual” changed to “Operating”</p> <p>\$0.24/KVA Minimum \$150 Maximum \$2,225</p> <p>\$150.00</p>
<p>5. <b>Temporary Saw Service:</b></p>	<p>Fee based on value of electrical installation (Minimum \$60.00)</p>	<p>No change</p>
<p>6. <b>Review of preliminary or modified drawings and specifications:</b></p>	<p>\$60/hour (\$30.00 minimum)</p>	<p>No change</p>
<p>7. <b>Permit Fee to Record Work Done Without Permit and Inspection:</b></p> <p>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 \$82.00).</p>	<p>minimum \$82.00</p>	<p>minimum \$85.00</p>
<p>8. <b>Permit Fee Refund:</b></p>	<p>Where no work has been performed under the permit, the refund will be 90% of the fee paid subject to a minimum non-refundable of \$100. No refunds will be given unless a written request is received by the Chief Building Inspector.</p>	<p>No change</p>
<p>9. <b>Permit Extension:</b></p>	<p>\$43.60</p>	<p>\$44.50</p>

## ELECTRICAL PERMIT AND INSPECTION FEES

## Current

## Proposed

10. **Signs:**

(a) Neon

\$75 for first transformer,

\$50 each for the next two transformers

\$35 each for the next two transformers

\$25 for each remaining transformer

No change

(b) Fluorescent

\$75 for first 15 AMP branch  
circuit or equivalent

\$50 each for the next two 15  
AMP branch circuit or  
equivalent

\$35 each for the next two 15  
AMP branch circuit or  
equivalent

\$25 for each remaining 15  
AMP branch circuit or  
equivalent

**No change**

(c) Other signs requiring electrical installation

Calculated under section 2 of  
Appendix "A" based on the  
value of the electrical  
installation (minimum  
\$82.00)

**No change**

ELECTRICAL PERMIT AND INSPECTION FEES	Current	Proposed
<p>11. <b>Operating Permit for Special Event or Film Project:</b></p> <p>(a) One location, one project (includes filming in studio)</p> <p>- to 30 days</p> <p>- to 60 days</p> <p>- to 90 days</p> <p>- to 180 days</p> <p>- to 360 days</p> <p>(b) Multi locations, one project  Permit valid for maximum 365 days</p> <p>0 - to 30 days</p> <p>0 - to 60 days</p> <p>0 - to 90 days</p> <p>- to 180 days</p> <p>- to 365 days (annual permit)</p> <p>(c) Annual permit fee for film studio for repair and maintenance only</p>	<p>\$108.25</p> <p>\$191.60</p> <p>\$217.50</p> <p>\$292.65</p> <p>\$531.50</p> <p>\$82.00 per location (maximum \$328.00)</p> <p>\$108.75 per location (maximum \$435.00)</p> <p>\$141.00 per location (maximum \$564.00)</p> <p>\$156.20 per location (maximum \$781.00)</p> <p>\$1323.50 any number of locations</p> <p>\$0.34 per kva (minimum \$215.00) (maximum \$2260.00)</p>	<p>Note new language  “Operating Permit for”  added</p> <p>\$110.50</p> <p>\$195.50</p> <p>\$222.00</p> <p>\$298.50</p> <p>\$542.15</p> <p>\$83.65 per location (maximum \$334.60)</p> <p>\$110.95 per location (maximum \$443.70)</p> <p>\$144.00 per location (maximum \$576.00)</p> <p>\$159.35 per location (maximum \$637.40)</p> <p>\$1350.00 any number of locations</p> <p>\$0.35 per kva (minimum \$220.00) (maximum \$2305.00)</p>
<p>12. <b>Reinspection Fee:</b></p> <p>Where it has been determined by the Electrical Inspector that due to non-compliance with the provisions of this Bylaw, unsatisfactory workman- ship or incomplete work reinspection is required</p> <p>GST is added to reinspection fees</p>	<p>1st reinspection \$50</p> <p>2nd reinspection \$100</p> <p>3rd reinspection \$200</p> <p>4th reinspection \$400</p> <p>5th reinspection \$800 and thereafter</p>	<p><b>No change</b></p>

ELECTRICAL PERMIT AND INSPECTION FEES	Current	Proposed
<p>13. <b>Special Inspections:</b></p> <p>GST is added to special inspection fees</p> <p>(a) For an inspection requested by the owner or occupant but not required by the Bylaw</p> <p>(b) For an inspection outside the hours during which the offices of the City Hall are normally open</p> <p>(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</p> <p>(d) Strata title subdivision application inspections</p>	<p>\$75/hour (\$75 minimum)</p> <p>\$440 plus \$110/hour or part thereof after the first four hours. Travel time included.</p> <p>\$75/hour (\$75 minimum)</p> <p>\$154</p>	<p><b>No change</b></p> <p><b>No change</b></p> <p><b>No change</b></p> <p>\$157</p>
<p>14. To record a change of contractor for a project</p>	<p>\$43.60</p>	<p>\$44.50</p>

### Tree Permit Fees

SCHEDULE OF TREE PERMIT FEES	Current	Proposed
<p>1. For the first protected tree included in an application for a tree cutting permit</p>	<p>\$54.00</p>	<p>\$55.00</p>
<p>2. For the second and each subsequent protected tree included in an application for a tree cutting permit (per tree)</p>	<p>\$27.25</p>	<p>\$27.75</p>

SCHEDULE OF TREE PERMIT FEES	Current	Proposed
<p>Provided that the application fee shall not exceed the total of:</p>	<p>\$250 for the first square half hectare of the area of land containing the protected trees in respect of which the application for a tree cutting permit is made; plus</p>	<p><b>No change</b></p>
	<p>\$225 for each of the next five square half hectares of the area of land containing the protected trees in respect of which the application for a tree cutting permit is made; plus</p>	<p><b>No change</b></p>
	<p>\$180 for each of the seventh and succeeding square half hectares of the area of land containing the protected trees in respect of which the application for a tree cutting permit is made.</p>	<p><b>No change</b></p>



**Sewer Connection Permit Fees**

SEWER CONNECTION PERMIT FEES	Current	Proposed
<p>For the first 30.48 metres or portion thereof of house sewer</p> <p>For each additional 30.48 metres or portion thereof of house sewer</p>	<p>\$14.00</p> <p>\$18.00</p>	<p><b>New language:</b></p> <p>\$75 for each sanitary sewer connection</p> <p>\$125 for each storm sewer connection</p> <p>\$125 for each combined sewer connection</p>
<p>For each additional inspection required after the first inspection due to faulty materials or workmanship</p>	<p>\$2.50</p>	<p><b>New language:</b></p> <p>An additional \$50 for the third and each subsequent inspection.</p>

