

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2006 October 25

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

SUBJECT: 2007 FEES FOR BUILDING PERMITS AND OTHER PLANNING APPLICATIONS AND SERVICES

PURPOSE: To provide Council with recommendations for the Planning and Building Department's 2007 fee schedule for various applications for the purpose of cost recovery.

RECOMMENDATIONS:

1. **THAT** Council authorize staff to implement the fee adjustments outlined in this report to be effective on 2007 January 2.
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 2006 November 28 Public Hearing.
3. **THAT** Council authorize the preparation of the necessary bylaw amendments to effect the fee adjustments and text changes 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, including: permits for building construction, including electrical, plumbing and gas inspections; fees for rezoning, strata titling and subdivision of land; and a variety of other services. To help ensure that fees charged recover the costs of the services provided, staff conduct an annual review of the fee schedule

Staff have completed the annual review of fees for 2007. The attached Appendix outlines the adjustments being recommended. Generally, the Planning and Building Department's fees are

To: City Manager
From: Director Planning and Building
Re: 2007 Fees for Building Permits and Other
Planning Applications and Services
2006 October 25 Page 2

proposed to increase by 2%, based on the current rate of inflation. Specific increases are also proposed for some Preliminary Plan Approval (PPA) and rezoning fees, plumbing permits for single fixtures, file research, Sign and Comprehensive Sign Plan PPAs, electrical permits for temporary saw service, and electrical permits for work done without permit. While these increases are beyond the average 2%, they are considered relatively modest, ranging from an additional \$5.00 to \$50.00. The proposed increases would enable Burnaby to maintain a cost recovery position as well as a fee position relative to other municipalities in the region. While there are variations in the ranking of Burnaby's fees relative to other municipalities in Greater Vancouver, the fees are, on average, near the median of the fees of other GVRD municipalities.

Several minor changes are also proposed to the text of the Building Bylaw and related fee schedules, as detailed in Sections 4.2 and 4.3 of the attached Appendix. While the proposed changes do not apply directly to the fees charged by the City, it is practical to amend the bylaw concurrent with the proposed changes to the fees charged.

It is recommended that a bylaw amending the rezoning application fees listed in the Burnaby Zoning Bylaw be prepared and forwarded to the Public Hearing of 2006 November 28. With Council adoption of the proposed bylaw amendment, it is anticipated that the new fees can be implemented on 2007 January 2. All other fees not listed in the Burnaby Zoning Bylaw do not require presentation to a Public Hearing. Upon approval of this report, staff will arrange for the introduction of the necessary bylaw amendments to effect these fee adjustments and related text changes, also anticipated to be implemented on 2007 January 2.



B. Luksun
Director Planning and Building

KH:
Attach

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

APPENDIX

Review of Fees for 2007 for Building Permits and Other Planning Applications and Services

1.0 GENERAL

The structure and schedules for Planning and Building fees seeks to account for the full range of costs (administrative, processing, record keeping, responding to enquiries, inspections, etc.) that are entailed in each type of permit, service, or work. The 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 Planning Division, considerable staff effort is commonly also entailed in the Clerk's Office, Legal Department, Engineering Department, Fire Prevention Office, and Building Division, as well as, to some extent, in the RCMP, Parks, Recreation and Cultural Services Department, Business Licence and Taxation offices. 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-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. The approach taken is to seek to recover the estimated average cost of processing across a wide range of permit, service and work types.

2.0 COST OF LIVING ADJUSTMENT

In May 1997, Council directed that an annual report be prepared for fees for each subsequent year. This regular adjustment process is intended to establish a more stable fee increase process and to avoid substantial increases at any one point in time. The fees established as a result of the 1997 review now serve as a benchmark for subsequent annual fee reviews for the Planning and Building Department. Fees are adjusted each year to recover inflationary cost increases over the previous year. This also ensures that real revenues are similar to those generated in the previous year. Based on current indicators, it appears that the Vancouver Cost of Living Index will increase by approximately 2% for 2006. In order to keep pace with 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 2007, as noted below.

3.0 PLANNING DIVISION

3.1 General 2% 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 planning approval services provided by the Department. As required by the Local

Government Act, care has been taken to ensure that the proposed fees recover the estimated average cost of processing, inspection, advertising and administration. Based on the rate of inflation for 2006, an average 2% increase is proposed for Planning Division fees. It is noted that fees have been rounded to the nearest dollar. This increase would maintain Burnaby's position relative to other jurisdictions in the Lower Mainland with similar processes and services charges.

3.2 **Specific Increases**

Two areas that require specific adjustments which are not based on the standard cost of living increase include Preliminary Plan Approval (PPA) and rezoning fees.

3.2.1 *Preliminary Plan Approval (PPA) (Item #18, Planning Fees)*

A review of the PPA fee structure identified that the processing cost for smaller projects with a construction value of \$75,000 or less are not being recovered by the current minimum fee of \$150.00. As such, it is recommended that the minimum fee be increased from \$150.00 to \$200.00. This \$50.00 would increase the recovery rate of smaller projects, but if it is still significantly below base processing costs, staff would expect that this base fee would need to be increased incrementally in coming years.

3.2.2 *Rezoning (Item #2, Planning Fees)*

A comparison of Burnaby application fees with other Greater Vancouver municipalities has also revealed that Burnaby's rezoning application fee is either at or near the lower end of the scale. The one exception is single family residential rezonings, in which Burnaby's ranking is average. In order to bring Burnaby's rezoning application fee closer to the median of other Greater Vancouver municipalities without increasing the fees for the smaller single family residential rezonings disproportionately, it is proposed that the fees charged for each subsequent 100m² of site area in excess of the base area (1,700 m²) be increased from \$30.00 to \$40.00. A 2% increase is proposed for the base area fee.

PLANNING FEES

| SCHEDULE OF PLANNING FEES | CURRENT | PROPOSED |
|--|----------------|-----------------|
| Rezoning Applications: | | |
| 1. First 1,700 sq. m. of site area | \$1,484.00 | \$1,514.00 |
| 2. Each subsequent 100 sq. m. of site area or portion thereof | \$30.00 | \$40.00 |
| 3. Rezoning and PPA Servicing | \$841.00 | \$858.00 |
| ▪ Where there is only one servicing item | \$408.00 | \$416.00 |
| Subdivision Applications: | | |
| 4. Subdivision Application | \$1,717.00 | \$1,751.00 |
| 5. Airspace Parcel Subdivision | \$5,661.00 | \$5,774.00 |
| 6. Additional airspace parcels within same application | \$112.20 | \$114.00 |
| 7. Road Closure/Highway Exchange | \$1,770.00 | \$1,805.00 |
| 8. Tentative Approval Extension | | |
| ▪ Single family subdivision | \$200.00 | \$204.00 |
| ▪ Other subdivisions/servicing | \$450.00 | \$459.00 |
| 9. Personal Preference Address Change | \$ 587.00 | \$599.00 |
| ▪ (No charge when included in application for subdivision) | | |
| Strata Titling: | | |
| 10. Two-family and industrial/commercial conversions | \$520.00 | \$530.00 |
| 11. Each additional industrial/commercial unit | \$29.50 | \$30.00 |
| Phased Strata Plans: | | |
| 12. First Phase | \$903.00 | \$921.00 |
| 13. Subsequent Phases | \$117.00 | \$119.00 |
| 14. Last Phase | \$357.00 | \$364.00 |
| 15. Form 'P' Amendment | \$64.50 | \$66.00 |
| Liquor Licence Applications: | | |
| 16. New Facilities | \$645.00 | \$656.00 |
| 17. Amendments to existing liquor licences | \$326.00 | \$333.00 |
| Preliminary Plan Approval (Development Applications)¹: | | |
| 18. Minimum Fee | \$150.00 | \$200.00 |
| 19. On construction value (per \$1,000) | \$2.00 | \$2.00 |
| 20. Extensions | \$118.00 | \$120.00 |

¹ Fees for PPAs fall under the Building Bylaw and are included in the Building Permit Fee Schedule, and are listed in the schedule of Planning Fees for convenience.

4.0 BUILDING DIVISION

4.1 Proposed Fee Increases

An average fee increase of approximately 2% is also proposed for Building Division fees, which are rounded to the nearest \$0.05. It is noted that some fees are proposed to not increase, as noted in the following schedules, while others are proposed to increase beyond the indicated average of 2%. Increases beyond 2% are proposed in five areas, which are briefly described below. From an administrative standpoint, it is noted that changes to the Building Divisions 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. Proposed minor changes to the wording of the Plumbing, Gas, and Building Permit fee schedules should also be noted.

4.1.1 Plumbing Permits for Single Fixtures (Item #4, Plumbing Fees)

The Building Bylaw currently specifies a fee of \$39.65 for the installation or relocation of the first sprinkler head in a building fire protection system, and \$2.05 for each subsequent sprinkler head. Where there are multiple fixtures covered under a permit, the fees charged allow adequate recovery of the general costs associated with issuing the permit and carrying out an inspection. However, in situations where a permit is issued for only one fixture, the fee charged does not cover these costs. It is therefore recommended that the fee for single fixtures be increased from \$39.65 to \$60.00. Subsequent fixtures will be charged \$2.10, which is a 2% increase over the current fee of \$2.05 per fixture.

4.1.2 File Research (Item #11, Building Fees)

The fee for file research and providing a letter to persons enquiring about properties has not increased in several years. In order to better reflect the costs of providing this service, it is proposed that enquiries regarding single- or two-family dwellings be charged \$60.00, up from the current \$50.00 fee charged. For all other buildings, it is proposed that \$120.00 be charged per legal address, up from the current \$100.00 charged per unit.

4.1.3 Signs and Comprehensive Sign Plan PPAs (Item #14, Building Fees)

The current fees for Sign and Comprehensive Sign Plan PPAs are \$65.00 and \$125.00 respectively. The current minimum fee for all other types of PPAs is \$150.00 and is proposed to increase to \$200.00. In order to bring the sign fees more in line with the minimum PPA fee, it is recommended that the fees for Sign and Comprehensive Sign Plan PPAs be raised to \$70.00 and \$150.00 respectively.

4.1.4 *Electrical Permits for Temporary Saw Service and Electrical Work Done Without Permit (Items #5 and 7, Electrical Fees)*

In order to more accurately reflect minimum job values, the minimum charge for temporary saw service and work done without permit will increase more than the standard 2%. The minimum permit fee for temporary saw service will increase from \$60.00 to \$69.35. For work done without permit and inspection, the permit fee will increase from \$86.50 to \$104.30.

4.2 Proposed Text Revisions to the Building Bylaw

Several text changes are proposed to the Building Bylaw. While the proposed changes do not apply directly to the fees charged by the City, it is practical to amend the bylaw concurrent with the proposed changes to the fee schedules.

4.2.1 *Building Permit Validity Period*

Section 18(c) of the Building Bylaw currently provides that permits for the construction of a single or two-family dwelling are valid for one year from the date of issuance. Staff have determined that while a majority of single and two-family dwellings are completed within one year, a significant percentage take between 12 to 24 months to complete. Staff are therefore routinely sending renewal notices, issuing extensions, and charging fees for permits that will be resolved within a few months. In order to eliminate this unnecessary work for both the City and the permit holder, it is proposed that the bylaw be amended to allow permit holders two years to complete a single or two-family dwelling.

4.2.2 *Safety Inspections*

Section 26(1) of the Building Bylaw states that if the supply of electricity or natural gas to a building has been disconnected due to a hazardous or potentially hazardous situation existing in the building or structure, it shall not be reconnected until the building has been inspected by the Building Inspector and the City Fire Chief. Inspections from the Fire Department have typically not been necessary and as a matter of clarification, it is proposed that the bylaw be amended to insert "and as required", to the reference to the City Fire Chief.

4.2.3 *Permit Issuance to Property Owner*

In order to clarify the requirement to have Building Permits issued directly to the property owner, it is proposed that Section 9(1) of the Building Bylaw be amended from its current wording of "Every person shall apply for and obtain a permit" to "The owner shall apply for and obtain a permit".

4.3 **Proposed Text Revisions to the Building Bylaw Fee Schedules**

Refunds for Building Permit fees are dealt with in Schedule B of the Building Bylaw. While no changes are proposed to the amounts of refunds given for Building Permit fees, new wording is proposed to specify that there will be no refund of any portion of the application fee, once plan checking has begun. New wording is also proposed to explain that there will be no refund for expired permits or for extension fees.

As a matter of clarification, several other minor changes to the wording in the Building Permit, Plumbing, and Gas fee schedules are proposed.

PLUMBING FEES

| SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES | Current | Proposed |
|---|---|---|
| <p>1. Plumbing Fixtures:</p> <p>For the rough-in and completion of each plumbing fixture</p> <p>(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.)</p> <p>Each fixture</p> <p>For each backflow protection device 4 inches or greater in size</p> <p>For the removal of each fixture and the capping off of piping</p> | <p>\$41.60 for the first fixture and \$22.65 for each additional fixture</p> <p>\$113.20</p> <p>\$41.60 for the first fixture removed and \$10.40 for each additional fixture removed</p> | <p>\$42.45 for the first fixture and \$23.10 for each additional fixture</p> <p>\$115.45</p> <p>\$42.45 for the first fixture removed and \$10.60 for each additional fixture removed</p> |
| <p>2. Interceptors:</p> <p>For the installation of a catch basin, sump, oil interceptor, manhole or trench drain</p> <p>Each unit</p> | <p>\$28.40</p> | <p>\$29.00</p> |
| <p>3. Site Fire Protection:</p> <p>For the installation of underground fireline or hydrants</p> <p>Each 30 m or portion thereof</p> <p>Each fire hydrant</p> | <p>\$28.40</p> <p>\$22.65</p> | <p>\$29.00</p> <p>\$23.10</p> |

| SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES | Current | Proposed |
|--|--|--|
| <p>4. Building Fire Protection:</p> <p>For the installation or relocation of the following:</p> <p>First sprinkler head</p> <p>Each additional sprinkler head</p> <p>Each fire pump test header</p> <p>First siamese connection, hose cabinet, hose outlet, wet/dry outlet or standpipe</p> <p>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></p> <p>For the installation or alteration of any above ground fire suppression piping where no fixtures are involved</p> <p>Each 30 m or portion thereof</p> | <p>\$39.65</p> <p>\$2.05</p> <p>\$28.40</p> <p>\$28.40</p> <p>\$19.00</p> <p>\$28.40</p> | <p>\$60.00</p> <p>\$2.10</p> <p>\$29.00</p> <p>\$29.00</p> <p>\$19.40</p> <p>\$29.00</p> |
| <p>5. Replacement of Building Water Pipe:</p> <p>For the removal and replacement of existing pipe</p> <p>(a) in multi-family residential buildings, hotels and motels (each unit)</p> <p>(b) in all other buildings:</p> <p>For the first 30 m of piping or portion thereof</p> <p>For each additional 30 m of piping or portion thereof</p> | <p>\$20.15</p> <p>\$68.00</p> <p>\$39.55</p> | <p>\$20.55</p> <p>\$69.35</p> <p>\$40.35</p> |

| | | |
|---|--|--|
| <p>6. Other Piping:</p> <p>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</p> <p>For the first 30 m of piping or portion thereof</p> <p>For each additional 30 m of piping or portion thereof</p> | <p>\$39.25</p> <p>\$22.55</p> | <p>Note new wording</p> <p>\$40.00</p> <p>\$23.00</p> |
| <p>7. Heating Permits:</p> <p>Fees based on maximum BTU input of the appliance with a minimum fee of 50,000 BTU's</p> | <p>\$2.30 per 1,000 BTU's heating appliance input</p> | <p>\$2.35 per 1,000 BTU's heating appliance input</p> |
| <p>8. Re-inspection Fee:</p> <p>Where it has been determined by the Plumbing Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work re-inspection is required</p> | <p>1st re-inspection \$50 2nd re-inspection \$200 3rd re-inspection \$400 4th re-inspection \$800 5th re-inspection \$1,000 and thereafter</p> <p><i>Re-inspection Fees subject to GST</i></p> | <p>No change to these fees</p> |

| | | |
|--|---|---|
| <p>9. Special Inspections:</p> <p>GST will be added to special inspection fees</p> <p>(a) For an inspection requested by the owner 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) For Strata title subdivision application inspections</p> | <p>\$75/hour or part thereof (\$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>\$157.00 <i>Fees subject to GST</i></p> | <p>No change to these fees</p> <p>No change to these fees</p> <p>No change to these fees</p> <p>\$160.15</p> |
| <p>10. Review of preliminary or modified drawings and specifications:</p> | <p>\$60 per hour (Minimum 0.5 of an hour)</p> | <p>No change to these fees</p> |
| <p>11. Permit Transfer or Assignment Fee:</p> <p>For the transfer or assignment of a plumbing permit and to record a change of contractor for a project</p> | <p>\$45.40</p> | <p>\$46.30</p> |
| <p>12. Permit Extension:</p> | <p>\$45.40</p> | <p>\$46.30</p> |
| <p>13. Permit Fee Refund:</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> |

GAS FEES

| GAS PERMIT FEES | Current | Proposed |
|---|--|---|
| 1. Installations in Single and Two Family Dwellings: (a) For each appliance (b) For each vent installation (c) Hot Water Tank Replacement (d) House Piping only | \$28.40 \$28.40 \$25.50 \$29.00 | Note new wording \$29.00 \$29.00 \$26.00 \$29.60 |
| 2. Commercial, Industrial, Institutional or Multifamily Installations: (a) For each appliance with input of: 30 kW (102,000 BTU/Hr) or less 31 to 120 kW (103,000 to 409,000 BTU/Hr) (b) For piping only First 30 m or less Each additional 30 m or part thereof (c) For each vent installation (no appliance) (d) Laboratory equipment For each 200,000 BTU's or part thereof in a room | \$34.20 \$68.75 \$40.00 \$28.40 \$40.00 \$57.10 | Note new wording \$34.90 \$70.15 \$40.80 \$29.00 \$40.80 \$58.25 |
| 3. Re-inspection Fee: Where it has been determined by the Gas Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work re-inspection is required <i>GST will be added to re-inspection fees</i> | 1st re-inspection \$50 2nd re-inspection \$200 3rd re-inspection \$400 4th re-inspection \$800 5th re-inspection \$1,000 and thereafter | No change to these fees |

| | | |
|--|---|---------------------------------------|
| <p>4. Special Inspections:</p> <p>Special Inspection Fees subject to GST</p> <p>(a) For an inspection requested by the owner 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>\$75/hour or part thereof (\$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>No change to these fees</p> |
| <p>5. Review of preliminary or modified drawings and specifications:</p> | <p>\$60/hour (minimum .5 of an hour)</p> | <p>No change to these fees</p> |
| <p>6. Permit Transfer or Assignment Fee:</p> <p>For the transfer or assignment of a gas permit and to record a change of contractor for a project</p> | <p>\$45.40</p> | <p>\$46.30</p> |
| <p>7. Permit Extension:</p> | <p>\$45.40</p> | <p>\$46.30</p> |
| <p>8. Permit Fee Refund:</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 to these fees</p> |

BUILDING FEES

| SCHEDULE OF BUILDING PERMIT FEES | Current | Proposed |
|---|---|--|
| <p>1. Application for a Building Permit:</p> <p> (a) For single or two-family dwelling where construction value exceeds \$82,000, including renovations, additions and accessory buildings</p> <p> (b) For all other</p> | <p>\$175.45</p> <p>20% of estimated Building Permit Fee, subject to a minimum of \$50 and a maximum of \$5,200</p> | <p>\$179.00</p> <p>No change</p> |
| <p>2. Building Permit:</p> <p> (a) Value of Construction</p> <p> \$0 to \$1,000</p> <p> \$1,001 to \$20,000</p> <p> \$20,001 to \$200,000</p> <p> \$200,001 and over</p> | <p>\$50.00</p> <p>\$50 plus \$13.60 /\$1,000 or part thereof over \$1,000</p> <p>\$308.40 plus \$9.30 /\$1,000 or part thereof over \$20,000</p> <p>\$1,982.40 plus \$8.00/\$1,000 or part thereof over \$200,000</p> | <p>No change</p> <p>\$50 plus \$13.90 /\$1,000 or part thereof over \$1,000</p> <p>\$314.10 plus \$9.50 /\$1,000 or part thereof over \$20,000</p> <p>\$2,024.10 plus \$8.15/\$1,000 or part thereof over \$200,000</p> |

| | | |
|--|--|------------------------------------|
| (b) For Chimneys and Solid Fuel Appliances: | | |
| Masonry Chimney: | \$53.30 per dwelling unit | \$54.40 per dwelling unit |
| Prefab Metal Chimney - Class "A" | \$53.30 per dwelling unit | \$54.40 per dwelling unit |
| Free standing solid fuel stove or fireplace | \$65.00 | \$66.30 |
| Free standing solid fuel stove or fireplace and Class "A" Chimney | \$81.10 | \$82.75 |
| Solid fuel insert (includes pre safety inspection) | \$81.10 | \$82.75 |
| (c) For a Building Permit relating to: | | |
| The Replacement of Building Water Pipe: per unit for all buildings | \$20.15 per unit for all buildings | \$20.55 per unit for all buildings |
| 3. Permit Extension under s.4(5)(a): | \$45.40 | \$46.30 |
| 4. Review of preliminary or modified drawings and specifications: | \$60 per hour (minimum .5 of an hour) | No change |
| 5. Building Permit for a Demolition: | | |
| - Accessory building | \$53.30 | \$54.40 |
| - Single and two-family dwelling including all accessory buildings on site | \$226.45 | \$231.00 |
| - All other buildings and structures | \$566.10 | \$577.45 |
| 6. Building Permit for Temporary Building or Structure: | \$398.30 per year | \$406.25 per year |
| 7. Re-inspection Fee: | | No change to these fees |
| Where it has been determined by the Building Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work re-inspection is necessary. | 1st re-inspection \$50 2nd re-inspection \$200 3rd re-inspection \$400 4th re-inspection \$800 5th re-inspection | |
| <i>Re-inspection Fees subject to GST</i> | | |

| | \$1,000 and thereafter | |
|---|---|---|
| 8. Special Inspections: 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 (d) Strata title subdivision application inspections | \$75/hour or part thereof (\$75 minimum) \$440 plus \$110/hour or part thereof after the first four hours. Travel time included. \$75/hour (\$75 minimum) \$428.40 \$160.15 | No change to these fees No change to these fees No change to these fees \$437.00 No change to these fees |
| 9. Provisional Occupancy Permission: For an inspection for Provisional Occupancy Permission when requested by the Owner, fees shall be charged under Item 8, Special Inspections. | | No change to wording |
| 10. Permit Transfer or Assignment Fee: For the transfer or assignment of a building permit or to record a change of contractor for a project | \$45.40 | \$46.30 |
| 11. File Research and Letter: - Single family or two-family dwelling - All other buildings | \$50.00 \$100 per unit | Note new wording \$60.00 \$120 per legal address |
| 12. Application for Equivalents under the British Columbia Building Code: | \$408.00 for the first decision on a development and \$127.50 for each | \$416.00 for the first decision on a development and \$130.00 for each |

| | decision thereafter | decision thereafter |
|---|---|--|
| 13. Application for Heating System: | \$2.30 per 1,000 BTU's heating appliance input (minimum \$115.00 per appliance) | \$2.35 per 1,000 BTU's heating appliance input (minimum \$117.50 per appliance) |
| 14. Application for Preliminary Plan Approval: | | |
| (a) For signs | \$65.00 | \$70.00 |
| (b) For Comprehensive Sign Plans | \$125.00 | \$150.00 |
| (c) For all other development | \$2.00 per \$1,000 of construction value, with a minimum fee of \$150.00 | \$2.00 per \$1,000 of construction value, with a minimum fee of \$200.00 |
| (d) For each extension | \$118.00 | \$120.00 |

REFUND OF FEES

| FEES | Current | Proposed |
|--|--|---|
| 1. Building Permit Application Fee Refund where plan checking has not commenced | <p>(a) For single or two-family dwellings, including renovations, additions and accessory buildings</p> <p>70% of Application Fee subject to a minimum non-refundable \$50.00.</p> <p>(b) For all other applications</p> <p>70% of Application Fee subject to a minimum non-refundable \$75.00</p> | <p>Additional wording:</p> <p>Note: There will be no refund of any portion of the application fee once the plan checking has been started.</p> |
| 2. Building Permit Fee Refund where construction has not commenced, no inspection has been made and a permit has not been extended or expired. | Refund equals 90% of the difference between the Building Permit Fee and the Building Permit Application Fee | Note new wording to include "or expired" |
| 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 | Refund equals 70% of the Permit Fee. | No Change |
| 4. No refunds will be given unless a written request is received by the Chief Building Inspector. | | No Change |
| 5. Whether work has started or not, no refunds will be given for any permit that has expired. | | New Section |
| 6. No refunds will be given for permit extension fees. | | New Section |

DAMAGE DEPOSITS AND INSPECTION FEES

| PERMIT | Inspection Fee | | Damage Deposit | |
|--|----------------|-----------|--|-----------|
| | Current | Proposed | Current | Proposed |
| 1. Single or Two Family Dwelling | \$75.00 | No change | \$1,500.00 | No change |
| 2. Single or Two Family Dwelling | \$75.00 | No change | \$1,000.00 | No change |
| 3. Construction other than Single or Two Family Dwelling | \$150.00 | No change | \$5,000.00 for 15 m frontage \$30.00/m of frontage thereafter | No change |
| 4. Demolition other than Single or Two Family Dwelling | \$100.00 | No change | \$5,000.00 for 15 m frontage \$30.00/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 | \$1,000.00 | No change |
| No interest will be paid on damage deposits held by the City | | | | No change |

ELECTRICAL FEES

| ELECTRICAL PERMIT AND INSPECTION FEES | | Current | Proposed |
|--|---|--|--|
| 1. | New One and Two-Family Detached Dwellings: | | |
| | (a) Electrical system for a dwelling including service connection, telephone and Temporary Current Permit | 18 % of Building Permit Fee | No change |
| | (b) 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 |
| 2. | Electrical Installations Other Than New One and Two-Family Detached Dwellings: (Fee based on value of electrical installation including materials and labour) <u>Value of Electrical Installation</u> (as approved by Electrical Inspector) | | |
| | \$100 or less | \$34.00 | \$34.70 |
| | \$101 - \$250 | \$45.40 | \$46.30 |
| | \$251 - \$350 | \$56.55 | \$57.70 |
| | \$351 - \$500 | \$68.00 | \$69.35 |
| | \$501 - \$700 | \$84.80 | \$86.50 |
| | \$701 - \$1,000 | \$102.25 | \$104.30 |
| | \$1,001 - \$10,000 | \$102.25 plus \$42.00/\$1,000 or part thereof over \$1,000 | \$104.30 plus \$42.85/\$1,000 or part thereof over \$1,000 |
| | \$10,001 - \$50,000 | \$480.25 plus \$22.80/\$1,000 or part thereof over \$10,000 | \$489.95 plus \$23.25/\$1,000 or part thereof over \$10,000 |
| | \$50,001 - \$100,000 | \$1,392.25 plus \$13.52/\$1,000 or part thereof over \$50,000 | \$1,419.95 plus \$13.80/\$1,000 or part thereof over \$50,000 |
| | \$100,001 - \$500,000 | \$2,068.25 plus \$9.13/\$1,000 or part thereof over \$100,000 | \$2,109.95 plus \$9.30/\$1,000 or part thereof over \$100,000 |

| ELECTRICAL PERMIT AND INSPECTION FEES | | Current | Proposed |
|--|--|--|---|
| | \$500,001 - \$1,500,000 | \$5,720.25 plus \$7.65/\$1,000 or part thereof over \$500,000 | \$5,829.95 plus \$7.80/\$1,000 or part thereof over \$500,000 |
| | \$1,500,001 and over | \$13,370.25 plus \$2.50/\$1,000 or part thereof over \$1,500,000 Plus Temporary Current Permit where applicable | \$13,629.95 plus \$2.55/\$1,000 or part thereof over \$1,500,000 Plus Temporary Current Permit where applicable |
| 3. | Temporary Current Permit: (not required for one or two-family dwelling) | \$135.25 | \$138.00 |
| 4. | Operating Permit for one commercial or industrial plant or establishment (based on service capacity) | \$0.25/KVA Minimum \$150 Maximum \$2,225 | \$0.26/KVA Minimum \$153 Maximum \$2,805 |
| | For each additional permit | \$153.00 | \$156.00 |
| 5. | Temporary Saw Service: | Fee based on value of electrical installation (Minimum \$60.00) | Fee based on value of electrical installation (Minimum \$69.35) |
| 6. | Review of preliminary or modified drawings and specifications: | \$60/hour (\$30.00 minimum) | No change |
| 7. | Permit Fee to Record Work Done Without Permit and Inspection: 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 \$86.50). | Minimum \$86.50 | Minimum \$104.30 |
| 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. | No change |

| ELECTRICAL PERMIT AND INSPECTION FEES | | Current | Proposed |
|---|--|---|---|
| 9. Permit Extension: | | \$45.40 | \$46.30 |
| 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 | \$77 for first transformer, \$51 each for the next two transformers \$36 each for the next two transformers \$26 for each remaining transformer |
| (b) Fluorescent or light –emitting diode (LED) | | \$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 | \$77 for first 15 AMP branch circuit or equivalent \$51 each for the next two 15 AMP branch circuit or equivalent \$36 each for the next two 15 AMP branch circuit or equivalent \$26 for each remaining 15 AMP branch circuit or equivalent |
| (c) Other signs requiring electrical installation | | Calculated under section 2 of Appendix "A" based on the value of the electrical installation (minimum \$82.00) | Calculated under section 2 of Appendix "A" based on the value of the electrical installation (minimum \$86.50) |

| | | |
|--|---|--|
| <p>11. Operating Permit for Special Event or Film Project:</p> <p>(a) One location, one project (includes filming in studio)</p> <p>0 - to 30 days</p> <p>0 - to 60 days</p> <p>0 - to 90 days</p> <p>0 - to 180 days</p> <p>0 - 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>0 - to 180 days</p> <p>0 - to 365 days (annual permit)</p> <p>(c) Annual permit fee for film studio for repair and maintenance only</p> | <p>\$112.70</p> <p>\$199.40</p> <p>\$226.45</p> <p>\$304.50</p> <p>\$553.00</p> <p>\$85.30 per location (\$341.20maximum)</p> <p>\$113.20 per location (maximum \$452.80)</p> <p>\$146.90 per location (maximum \$587.60)</p> <p>\$162.55 per location (maximum \$650.20)</p> <p>\$1,377.50 any number of locations</p> <p>\$0.36 per kva (minimum \$224.40) (maximum \$2,350.00)</p> | <p>\$115.00</p> <p>\$203.40</p> <p>\$231.00</p> <p>\$310.60</p> <p>\$564.05</p> <p>\$87.00 per location (\$348.00 maximum)</p> <p>\$115.50 per location (maximum \$462.00)</p> <p>\$149.85 per location (maximum \$599.40)</p> <p>\$165.80 per location (maximum \$663.20)</p> <p>\$1,400.00 any number of locations</p> <p>\$0.37 per kva (minimum \$228.90) (maximum \$2,397.00)</p> |
|--|---|--|

| | | |
|---|---|---|
| <p>12. Re-inspection Fee:</p> <p>Where it has been determined by the Electrical Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work re-inspection is required</p> <p>GST will be added to re-inspection fees</p> | <p>1st re-inspection \$50</p> <p>2nd re-inspection \$200</p> <p>3rd re-inspection \$400</p> <p>4th re-inspection \$800</p> <p>5th re-inspection \$1,000 and thereafter</p> | <p>No change</p> |
| <p>13. Special Inspections:</p> <p>GST will be added to special inspection fees</p> <p>(a) For an inspection requested by the owner or occupant but not required by the</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 or part thereof (\$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>\$157</p> | <p>No change</p> <p>No change</p> <p>No change</p> <p>\$160.15</p> |
| <p>14. To record a change of contractor for a project</p> | <p>\$45.40</p> | <p>\$46.30</p> |

TREE PERMIT FEES

| SCHEDULE OF TREE PERMIT FEES | Current | Proposed |
|--|---|---|
| 1. For the first protected tree included in an application for a tree cutting permit | \$56.10 | \$57.25 |
| 2. For the second and each subsequent protected tree included in an application for a tree cutting permit (per tree) | \$28.30 | \$28.85 |
| Provided that the application fee shall not exceed the total of: | <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>\$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>\$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>No change</p> <p>No change</p> <p>No change</p> |