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**TO:** CITY MANAGER **DATE:** 2008 October 15

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

**SUBJECT: 2009 FEES FOR BUILDING PERMITS AND OTHER PLANNING APPLICATIONS AND SERVICES**

**PURPOSE:** To provide Council with recommendations for the Planning and Building Department's 2009 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 Section 3.2 of Schedule A, and that the bylaw be advanced to First Reading on 2008 November 03 and to a Public Hearing on 2008 November 25 at 7:30 pm.
3. **THAT** Council authorize the preparation of the necessary bylaw amendments to effect the fee adjustments and text changes outlined in Section 4.0 of Schedule A.

**REPORT**

The Local Government Act provides for the imposition of fees and charges for applications and various types of permits and services under Part 26 (Planning and Land Use Management) and Division 9 (Permits and Fees) for the purpose of recovering the costs of administration, inspection, advertising and processing. Over the years, fees and charges have been established for a number of processes, works and services, 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 2009. The attached Schedule A outlines the adjustments being recommended. Generally, the Planning and Building Department's fees are proposed to increase by 2.6%, based on the current rate of inflation and cost of service improvements to allow for acceptance of payments using credit card. The introduction of credit cards as an alternative payment option for individual fees up to \$1,000.00 represents 0.3% of the

To: City Manager  
From: PLANNING AND BUILDING  
Re: 2009 Fees for Building Permits and Other Planning  
Applications and Services  
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proposed fee increase. Specific changes to the fee structure for gas permits are proposed, as well as the introduction of fees for the provision of copies of departmental drawings and documents. The proposed changes will enable Burnaby to maintain a cost recovery position, and would maintain Burnaby's median fee position relative to other municipalities in the region with similar processes and services.

Some 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 Schedule A. While the proposed text changes do not apply directly to the fees charged by the City, it is practical to amend the bylaw concurrently 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 for First Reading on 2008 November 03 and forwarded to the Public Hearing of 2008 November 25. The remaining fees not listed in the Burnaby Zoning Bylaw do not require presentation to a Public Hearing. Upon Council approval of the recommendations of this report, staff will arrange for the introduction of the necessary bylaw amendments to effect these fee adjustments and related text changes. The new fees listed in the Burnaby Zoning Bylaw would come into effect on 2009 January 01, following Council adoption of the bylaw.



B. Luksun, Director  
PLANNING AND BUILDING

ZM:gk  
Attach

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

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## **Schedule A**

### **Review of Fees for 2009 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 application, 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 by the City is to seek to recover the estimated average cost of processing across a wide range of application, permit, service and work types.

#### **2.0 COST OF LIVING AND SERVICES ADJUSTMENT**

##### **2.1 General 2.6% Increase**

In May 1997, Council completed a comprehensive review of fees and 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. Based on current indicators, it appears that the Vancouver Cost of Living Index will increase approximately 2.3% for 2009. In order to keep pace with inflation, it is proposed that an average fee increase of 2.3% be applied to the various permits and other services offered by the Planning and Building Department for the year 2009, plus provisions for an additional 0.3% increase to accommodate service improvement through payment by credit card. It is therefore proposed that the total overall fees be increased by 2.6% for 2009.

##### **2.2 Provisions for credit card payment option**

The Planning and Building Department currently limits the payment of building and trades permits, as well as various planning applications and services, to cash, direct debit or cheque. Staff propose the use of credit cards for individual fees up to \$1,000.00 as an alternative payment option to improve the convenience and efficiency of Burnaby's permit (and other various application and services) process. Staff forecast that an additional 0.3% to the proposed fees would be required to recover the cost of providing

credit card service. This service improvement will also be offered by the Licence Office and Engineering Department.

### 3.0 PLANNING DIVISION

#### 3.1 General 2.6% 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. An increase of 2.6% is proposed for Planning Division fees. Fees have been rounded to the nearest dollar. This increase would maintain Burnaby's median fee position relative to other jurisdictions in the Lower Mainland with similar processes and services.

#### 3.2 Proposed 2009 Planning Fees

SCHEDULE OF PLANNING FEES:		Current	Proposed
<b>Rezoning Applications:</b>			
1.	First 1,700 sq. m. of site area	\$1,550.00	\$1,590.00
2.	Each subsequent 100 sq. m. of site area or portion thereof	\$41.00	\$42.00
3.	Rezoning and PPA Servicing	\$879.00	\$902.00
	▪ Where there is only one servicing item	\$426.00	\$437.00
<b>Subdivision Applications:</b>			
4.	Subdivision Application	\$1,793.00	\$1,840.00
5.	Airspace Parcel Subdivision	\$5,913.00	\$6,067.00
6.	Additional airspace parcels within same application	\$117.00	\$120.00
7.	Road Closure/Highway Exchange	\$1,848.00	\$1,896.00
8.	Tentative Approval Extension		
	▪ Single family subdivision	\$209.00	\$214.00
	▪ Other subdivisions/servicing	\$468.00	\$480.00
9.	Personal Preference Address Change	\$613.00	\$629.00
	▪ (No charge when included in application for subdivision)		
<b>Strata Titling:</b>			
10.	Two-family and industrial/commercial conversions	\$543.00	\$557.00
11.	Each additional industrial/commercial unit	\$31.00	\$32.00
<b>Phased Strata Plans:</b>			
12.	First Phase	\$943.00	\$968.00
13.	Subsequent Phases	\$122.00	\$125.00
14.	Last Phase	\$373.00	\$383.00
15.	Form 'P' Amendment	\$68.00	\$70.00

<b>Liquor Licence Applications:</b>		
16. New Facilities	\$672.00	\$689.00
17. Amendments to existing liquor licences	\$341.00	\$350.00
<b>Preliminary Plan Approval (PPA)<sup>1</sup>:</b>		
18. Minimum Fee	\$205.00	\$210.00
19. On construction value (per \$1,000)	\$2.00	\$2.05
20. Extensions	\$123.00	\$126.00

## 4.0 BUILDING DIVISION

### 4.1 General 2.6% increase

A fee increase of 2.6% is also proposed for Building Division fees (based on current rate of inflation plus cost of providing credit card service). Fee increases have been rounded to the nearest \$0.05. It is noted that some fees are proposed to not increase. The proposed fees are as noted in the following schedules. Specific changes are proposed in two areas, which are briefly described below. From an administrative standpoint, it is noted that changes to the Building Division fees do not require a presentation at Public Hearing, but rather the adoption of the relevant bylaw amendments by Council in the usual manner.

#### 4.1.1 *Gas permit fees (Item #1(a-d), Gas Fees)*

The current fee per appliance or vent is \$29.70, and for a hot water tank replacement is \$26.60. The above fee structure does not adequately recover the City's costs when a permit is taken out for only one appliance or tank. In order to correct this, it is proposed that fees for appliances and vents be replaced with the following formula: \$44.60 for the first appliance and \$24.25 for each additional appliance thereafter. It is also proposed that the listing of hot water tank replacement as a separate appliance be eliminated as it is captured under the definition of an appliance.

It is also proposed that the current house piping appliance fee of \$30.30 be replaced with a new formula of \$42.00 first 30 m of piping or portion thereof and \$24.15 for each additional 30 m of piping or portion thereof.

#### 4.1.2 *Copies of departmental records or drawings*

A \$1.00 per page fee for providing copies of records or drawings 8.5" x 11" and \$5.00 for records or drawings 11" x 17" or larger are being included in the 2009 fee schedule to recover City costs.

### 4.2 Proposed text revisions to the Building Bylaw

While the following text amendments do not apply directly to the fees charged by the City for permits, it is practical to make these changes to the bylaws concurrent with the proposed changes to the fee schedule.

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<sup>1</sup> 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.

#### 4.2.1 Schedule F

It is proposed that Schedule F of the Building Bylaw be amended to include the term “office use only” in brackets next to “Building Permit #”.

#### 4.2.2 Section 21(1)(c)

Section 21 (1)(c) of the Building Bylaw lists a variety of inspection types that the inspectors are typically required to complete. This list includes “roofing”. Building Division inspectors historically have not conducted roofing inspections, as it poses safety issues. In order to clarify this and to limit the City’s legal liability, it is proposed that the term “roofing” be deleted from this section of the Bylaw.

### 4.3 Proposed text revisions to the Building Bylaw Fee Schedule

#### 4.3.1 Building Permit Fees

It is proposed that the term “Application for Equivalents” under the British Columbia Building Code” in Section 12 of the fee schedule be deleted and replaced with “Alternative Solutions” under the British Columbia Building Code.

#### 4.3.2 Tree Bylaw

It is proposed that the term “square half hectares” be deleted from the fee schedule and replaced with “half hectares”.

### 4.4 Proposed 2009 Building Fees

SCHEDULE OF PLUMBING FEES:		Current	Proposed
<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		\$43.45 for the first fixture and \$23.65 for each additional fixture	\$44.60 for the first fixture and \$24.25 for each additional fixture
For each backflow protection device 4 inches or greater in size		\$118.20	\$121.30
For the removal of each fixture and the capping-off of piping		\$43.45 for the first fixture removed and \$10.85 for each additional fixture removed	\$44.60 for the first fixture removed and \$11.15 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		\$29.70	\$30.50

SCHEDULE OF PLUMBING FEES:		Current	Proposed
<b>3. Site Fire Protection:</b>			
For the installation of underground fireline or hydrants			
Each 30 m or portion thereof		\$29.70	\$30.50
Each fire hydrant		\$23.65	\$24.25
<b>4. Building Fire Protection:</b>			
For the installation or relocation of the following:			
First sprinkler head		\$61.45	\$63.05
Each additional sprinkler head		\$2.15	\$2.20
Each fire pump test header		\$29.70	\$30.50
First siamese connection, hose cabinet, hose outlet, wet/dry outlet or standpipe		\$29.70	\$30.50
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> )		\$19.85	\$20.40
For the installation or alteration of any above ground fire suppression piping where no fixtures are involved			
Each 30 m or portion thereof		\$29.70	\$30.50
<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)		\$21.05	\$21.60
(b) in all other buildings:			
For the first 30 m of piping or portion thereof		\$71.00	\$72.85
For each additional 30 m of piping or portion thereof		\$41.30	\$42.40
<b>6. Other Piping:</b>			
For the installation or alteration of site piping (storm, sanitary, 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		\$40.95	\$42.00
For each additional 30 m of piping or portion thereof		\$23.55	\$24.15
<b>7. Heating Permits:</b>			
Fees based on maximum British Thermal Units (BTU) input of the heating appliance, with a minimum assessed fee of 50,000 BTU's		\$2.40 per 1,000 BTU's heating appliance input	\$2.45 per 1,000 BTU's heating appliance input
<b>8. Re-inspection 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 re-inspection is required			
1st re-inspection		\$50.00	No Change
2nd re-inspection		\$200.00	
3rd re-inspection		\$400.00	
4th re-inspection		\$800.00	
5th re-inspection		\$1000.00 and thereafter	
Re-inspection Fees subject to GST			
<b>9. Special Inspections:</b>			
GST will be added to special inspection fees			

<b>SCHEDULE OF PLUMBING FEES:</b>	<b>Current</b>	<b>Proposed</b>
(a) For an inspection requested by the owner but not required by the Bylaw	\$75.00 /hour or part thereof (\$75.00 minimum)	<b>No change</b>
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$440.00 plus \$110.00 /hour or part thereof after the first four hours. Travel time included.	<b>No change</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	\$75.00 /hour (\$75.00 minimum)	<b>No change</b>
(d) For Strata Title subdivision application inspections	\$164.00	\$168.25
<b>10. Review of Preliminary or Modified Drawings and Specifications:</b>	\$60.00 per hour (Minimum 0.5 of an hour)	<b>No change</b>
<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	\$47.40	\$48.65
<b>12. Permit Extension:</b>	\$47.40	\$48.65
<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 of \$100. No refunds will be given unless a written request is received by the Chief Building Inspector.		<b>No change</b>
<b>14. Copies of Departmental records or drawings</b>	New	\$1.00 per page for copies 8.5 x 11 inches  \$5.00 per page for copies 11 x 17 inches or larger



SCHEDULE OF GAS FEES:		Current	Proposed
<b>1. Installations in Single and Two-Family Dwellings:</b>			
(a) For each appliance	\$29.70		\$44.60 for the first appliance and \$24.25 for each additional appliance
(b) For each vent installation	\$29.70	*	\$44.60 for the first appliance and \$24.25 for each additional appliance
(c) Hot water tank replacement	\$26.60		Remove item (c)
(d) House Piping only	\$30.30		\$42.00 for first 30 m of piping or portion thereof and \$24.15 for each additional 30 m of piping or portion thereof
<b>2. Commercial, Industrial, Institutional or Multi-Family Installations:</b>			
(a) For each appliance with input of:			
30 kW (102,000 BTU/Hr) or less	\$35.75		\$36.70
31 to 120 kW (103,000 to 409,000 BTU/Hr)	\$71.85		\$73.70
(b) For piping only			
First 30 m or less	\$41.80		\$42.90
Each additional 30 m or part thereof	\$29.70		\$30.50
(c) For each vent installation (no appliance)	\$41.80		\$42.90
(d) Laboratory equipment			
For each 200,000 BTU's or part thereof in a room	\$59.65		\$61.20
<b>3. Re-inspection 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 re-inspection is required			
1st re-inspection	\$50.00	No change	
2nd re-inspection	\$200.00		

<b>SCHEDULE OF GAS FEES:</b>		<b>Current</b>	<b>Proposed</b>
3rd re-inspection		\$400.00	
4th re-inspection		\$800.00	
5th re-inspection		\$1000.00 and thereafter	
GST will be added to re-inspection fees			
<b>4. Special Inspections:</b>			
Special Inspection Fees subject to GST			
(a) For an inspection requested by the owner but not required by the Bylaw		\$75.00 /hour or part thereof (\$75.00 minimum)	<b>No change</b>
(b) For an inspection outside the hours during which the offices of the City Hall are normally open		\$440.00 plus \$110.00 /hour or part thereof after the first four hours. Travel time included.	<b>No change</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		\$75.00 /hour (\$75.00 minimum)	<b>No change</b>
<b>5. Review of Preliminary or Modified Drawings and Specifications:</b>		\$60.00 /hour (minimum 0.5 of an hour)	<b>No change</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		\$47.40	\$48.65
<b>7. Permit Extension:</b>		\$47.40	\$48.65
<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 of \$100.00.	<b>No change</b>
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>		New	\$1.00 per page for copies 8.5 x 11 inches  \$5.00 per page for copies 11 x 17 inches or larger

<b>SCHEDULE OF BUILDING FEES:</b>		<b>Current</b>	<b>Proposed</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		\$183.30	\$188.10
(b) For all other		20% of the Building Permit Fee, subject to a minimum of \$50.00 and a maximum of \$5,325.00	20% of the Building Permit Fee, subject to a minimum of \$50.00 and a maximum of \$5,465.00
<b>2. Building Permit:</b>			
(a) Value of Construction			
\$0 to \$1,000		\$50.00	<b>No change</b>
\$1,001 to \$20,000		\$50.00 plus \$14.25/\$1,000 or part thereof over \$1,000	\$50.00 plus \$14.60/\$1,000 or part thereof over \$1,000
\$20,001 to \$200,000		\$320.75 plus \$9.75 /\$1000 or part thereof over \$20,000	\$327.40 plus \$10.00 /\$1000 or part thereof over \$20,000
\$200,001 and over		\$2075.75 plus \$8.35/\$1000 or part thereof over \$200,000	\$2127.40 plus \$8.60/\$1000 or part thereof over \$200,000
(b) For Chimneys and Solid Fuel Appliances:			
Masonry Chimney:		\$55.70 per dwelling unit	\$57.15 per dwelling unit
Prefab Metal Chimney - Class "A"		\$55.70 per dwelling unit	\$57.15 per dwelling unit
Free standing solid fuel stove or fireplace		\$67.90	\$69.95
Free standing solid fuel stove or fireplace and Class "A" Chimney		\$84.75	\$86.95
Solid fuel insert (includes pre-safety inspection)		\$84.75	\$86.95
(c) For a Building Permit relating to:			
The replacement of building water pipe: per unit for all buildings		\$21.05 per unit for all buildings	\$21.60 per unit for all buildings
<b>3. Permit Extension under Section 4(5)(a):</b>		\$100.00	<b>No change</b>
<b>4. Review of Preliminary or Modified Drawings and Specifications:</b>		\$60 per hour (minimum 0.5 of an hour)	<b>No change</b>
<b>5. Building Permit for a Demolition:</b>			
Accessory building		\$55.70	\$57.15
Single & two-family dwelling including all accessory buildings on site		\$236.55	\$242.70
All other buildings and structures		\$591.30	\$606.65

SCHEDULE OF BUILDING FEES:		Current	Proposed
<b>6. Building Permit for Temporary Building or Structure:</b>			
(a) for the first year		\$416.00 per year	\$426.80 per year
(b) for the second and subsequent years:			
(i) temporary buildings on school sites operated for out-of-school care on a not-for-profit basis		\$50.00	No change
(ii) all other temporary buildings		\$416.00 per year	\$426.80 per year
<b>7. Re-inspection 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 re-inspection is necessary.			
1st re-inspection		\$50.00	No change
2nd re-inspection		\$200.00	
3rd re-inspection		\$400.00	
4th re-inspection		\$800.00	
5th re-inspection		\$1000.00 and thereafter	
Re-inspection Fees subject to GST			
<b>8. Special Inspections:</b>			
Special inspection fees subject to GST			
(a) For an inspection requested by the owner but not required by the Bylaw		\$75.00 /hour or part thereof (\$75.00 minimum)	No change
(b) For an inspection outside the hours during which the offices of the City Hall are normally open		\$440.00 plus \$110.00 /hour or part thereof after the first four hours. Travel time included.	No change
(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		\$75.00 /hour (\$75.00 minimum)	No change
(d) For a special safety inspection following an electrical or gas disconnection		\$447.50	\$459.15
(e) Strata title subdivision application inspections		\$164.00	\$168.25
<b>9. Provisional Occupancy Permission:</b>			
For an inspection for Provisional Occupancy Permission when requested by the Owner, fees shall be charged under Item 8, Special Inspections.			No change
<b>10. Permit Transfer or Assignment Fee:</b>			
For the transfer or assignment of a building permit or to record a change of contractor for a project		\$47.40	\$48.65

SCHEDULE OF BUILDING FEES:		Current	Proposed
<b>11. File Research and Letter:</b>			
Single-family or two-family dwelling		\$61.45	\$63.05
All other buildings		\$122.90 per legal address	\$126.10 per legal address
<b>12. Application for Alternative Solutions under the British Columbia Building Code:</b>		\$426.00 for the first decision on a development and \$133.10 for each * decision thereafter	\$437.10 for the first decision on a development and \$136.55 for each decision thereafter
<b>13. Application for Heating System:</b>		\$2.40 per 1,000 BTU's heating appliance input (minimum \$120.00 per appliance	\$2.45 per 1,000 BTU's heating appliance input (minimum \$122.50 per appliance)
<b>14. Application for Preliminary Plan Approval:</b>			
(a) For signs		\$75.00	\$77.00
(b) For Comprehensive Sign Plans		\$205.00	\$210.00
(c) For all other development		\$2.00 per \$1,000.00 of estimated construction value, with a minimum fee of \$205.00	\$2.05 per \$1,000.00 of estimated construction value, with a minimum fee of \$210.00
(d) For each extension		\$123.00	\$126.00
<b>15. Certification 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.			<b>No Change</b>
<b>16. Copies of Departmental records or drawings</b>		New	\$1.00 per page for copies 8.5 x 11 inches  \$5.00 per page for copies 11 x 17 inches or larger

SCHEDULE OF BUILDING FEES – REFUND OF FEES:		Current	Proposed
<b>1. Building permit application fee refund where plan checking has not commenced:</b>			
(a) For single or two-family dwellings, including renovations, additions and accessory buildings		70% of Application Fee subject to a minimum non-refundable \$100.00.	No Change
(b) For all other applications		70% of Application Fee subject to a minimum non-refundable \$100.00	No Change
Note: There will be no refund of any portion of the application fee once the plan checking has been started.			
<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	No Change
<b>3. For any permit or special inspection where no application fee is charged (i.e. Demolition Permit). Refund will be made only where work has not commenced, no inspection has been made and a permit has not been extended:</b>		Refund equals 70% of the Permit Fee.	No change
<b>4. No refunds will be given unless a written request is received by the Chief Building Inspector:</b>			No change
<b>5. Whether work has started or not, no refunds will be given for any permit that has expired:</b>			No change
<b>6. No refunds will be given for permit extension fees:</b>			No change

SCHEDULE OF BUILDING FEES - DAMAGE DEPOSIT AND INSPECTION FEES:	Inspection Fee		Damage Deposit	
	Current	Proposed	Current	Proposed
<b>1. Single or Two-Family Dwelling Construction:</b>	\$75.00	No change	\$1,500.00	No change
<b>2. Single or Two-Family Dwelling Addition or Demolition:</b>	\$75.00	No change	\$1,000.00	No change
<b>3. Construction other than Single or Two-Family Dwelling:</b>	\$150.00	No change	\$5,000.00 for 15 m frontage \$30.00/m of frontage thereafter	No change

SCHEDULE OF BUILDING FEES - DAMAGE DEPOSIT AND INSPECTION FEES:	Inspection Fee		Damage Deposit	
	Current	Proposed	Current	Proposed
<b>4. Demolition other than Single or Two-Family Dwelling:</b>	\$100.00	No change	\$5,000.00 for 15 m frontage \$30.00/m of frontage thereafter	No change
<b>5. Swimming Pool Installation:</b>	\$75.00	No change	\$1,500.00	No change
<b>6. Construction Garage or Carport:</b>	\$75.00	No change	\$1,000.00	No change
No interest will be paid on damage deposits held by the City				

SCHEDULE OF ELECTRICAL FEES:		Current	Proposed
<b>1. New One and Two-Family Detached Dwellings:</b>			
(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 \$250.00 job value	No change
<b>2. Electrical Installations Other Than New One and Two-Family Detached Dwellings:</b> (Fee based on value of electrical installation including materials and labour)			
Value of Electrical Installation (as approved by Electrical Inspector)			
\$100 or less		\$35.55	\$36.50
\$101 - \$250		\$47.40	\$48.65
\$251 - \$350		\$59.10	\$60.65
\$351 - \$500		\$71.00	\$72.85
\$501 - \$700		\$88.60	\$90.90
\$701 - \$1,000		\$106.80	\$109.60
\$1,001 - \$10,000		\$106.80 plus \$43.88/\$1000 or part thereof over \$1000	\$109.60 plus \$45.00/\$1000 or part thereof over \$1000
\$10,001 - \$50,000		\$501.72 plus \$23.80/\$1000 or part thereof over \$10,000	\$514.60 plus \$24.40/\$1000 or part thereof over \$10,000

\$50,001 - \$100,000	\$1453.72 plus \$14.13/\$1000 or part thereof over \$50,000	\$1490.60 plus \$14.50/\$1000 or part thereof over \$50,000
\$100,001 - \$500,000	\$2160.22 plus \$9.52/\$1000 or part thereof over \$100,000	\$2215.60 plus \$9.75/\$1000 or part thereof over \$100,000
\$500,001 - \$1,500,000	\$5968.22 plus \$8.00/\$1,000 or part thereof over \$500,000	\$6115.60 plus \$8.20/\$1,000 or part thereof over \$500,000
\$1,500,001 and over	\$13968.22 plus \$2.60 / \$1,000 or part thereof over \$1,500,000	\$14315.60 plus \$2.65 / \$1,000 or part thereof over \$1,500,000
Plus Temporary Current Permit where applicable		
<b>3. Temporary Current Permit:</b> (not required for one or two-family dwelling)	\$141.30	\$145.00
<b>4. Operating Permit For One Commercial or Industrial Plant or Establishment (Based on Service Capacity):</b>	\$0.27/KVA Minimum \$162.00 Maximum \$2,403.00	\$0.28/KVA Minimum \$168.00 Maximum \$2,492.00
For each additional permit	\$159.75	\$163.90
<b>5. Temporary Electrical Service During Construction:</b>	Fee based on value of electrical installation (Minimum \$71.00)	Fee based on value of electrical installation (Minimum \$72.85)
<b>6. Review of Preliminary or Modified Drawings and Specifications:</b>	\$60/hour (\$30.00 minimum)	<b>No change</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 \$104.30	Minimum \$109.60
<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 of \$100.00. No refunds will be given unless a written request is received by the Chief Building Inspector.		<b>No change</b>
<b>9. Permit Extension:</b>	\$47.40	\$48.65



<b>10. Signs:</b>		
(a) Neon		
for first transformer	\$78.85	\$80.90
each for the next two transformers	\$52.20	\$53.55
each for the next two transformers	\$36.85	\$37.80
for each remaining transformer	\$26.60	\$27.30
(b) Fluorescent or light –emitting diode (LED)		
for first 15 AMP branch circuit or equivalent	\$78.85	\$80.90
each for the next two 15 AMP branch circuit or equivalent	\$52.20	\$53.55
each for the next two 15 AMP branch circuit or equivalent	\$36.85	\$37.80
for each remaining 15 AMP branch circuit or equivalent	\$26.60	\$27.30
(c) Other signs requiring electrical installation		
Calculated under Section 2 of Appendix "A" based on the value of the electrical installation	(minimum \$88.60)	(minimum \$90.90)
<b>11. Operating Permit for Special Event or Film Project:</b>		
(a) One location, one project (includes filming in studio)		
0 - to 30 days	\$117.76	\$120.80
0 - to 60 days	\$207.85	\$213.25
0 - to 90 days	\$236.55	\$242.70
0 - to 180 days	\$317.45	\$325.70
0 - to 360 days	\$577.60	\$592.60
(b) Multi-locations, one project Permit valid for maximum 365 days		
0 - to 30 days	\$89.10 per location (\$356.40 maximum)	\$91.40 per location (\$365.60 maximum)
0 - to 60 days	\$118.25 per location (maximum \$473.00)	\$121.35 per location (maximum \$485.20)
0 - to 90 days	\$153.45 per location (maximum \$613.80)	\$157.45 per location (maximum \$629.80)
0 - to 180 days	\$169.80 per location (maximum \$679.20)	\$174.20 per location (maximum \$696.80)
0 - to 365 days (annual permit)	\$1474.55 any number of locations	\$1512.90 any number of locations
(c) Annual permit fee for film studio for repair and maintenance only	\$0.38 per kva (minimum \$234.40) (maximum \$2454.50)	\$0.39 per kva (minimum \$241.80) (maximum \$2535.00)

<b>12. Re-inspection 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, re-inspection is required		
1st re-inspection	\$50.00	<b>No change</b>
2nd re-inspection	\$200.00	
3rd re-inspection	\$400.00	
4th re-inspection	\$800.00	
5th re-inspection	\$1000.00 and thereafter	
Re-inspection Fees subject to GST		
<b>13. Special Inspections:</b>		
GST will be added to special inspection fees		
(a) For an inspection requested by the owner or occupant but not required by the Bylaw	\$75.00 /hour or part thereof (\$75.00 minimum)	<b>No change</b>
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$440.00 plus \$110.00 /hour or part thereof after the first four hours. Travel time included.	<b>No change</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	\$75.00 /hour (\$75.00 minimum)	<b>No change</b>
(d) Strata Title subdivision application inspections	\$164.00	\$168.25
<b>14. To Record a Change of Contractor for a Project:</b>	\$47.40	\$48.65
<b>15. Copies of Departmental records or drawings</b>	New	\$1.00 per page for copies 8.5 x 11 inches  \$5.00 per page for copies 11 x 17 inches or larger

<b>SCHEDULE OF TREE PERMIT FEES:</b>	<b>Current</b>	<b>Proposed</b>
For the first protected tree included in an application for a tree cutting permit:	\$58.60	\$60.10
For the second and each subsequent protected tree included in an application for a tree cutting permit (per tree):	\$29.55	\$30.30
Provided that the application fee shall not exceed the total of:		
\$250.00 for the first half hectare of the area of land containing the protected trees in respect of which the application for a tree cutting permit is made;	Wording change	The word "square" has been removed from this clause.

<b>SCHEDULE OF TREE PERMIT FEES:</b>	<b>Current</b>	<b>Proposed</b>
\$225.00 for each of the next five half hectares of the area of land containing the protected trees in respect of which the application for a tree cutting permit is made; and	Wording change	The word "square" has been removed from this clause.
\$180.00 for each of the seventh and succeeding half hectares of the area of land containing the protected trees in respect of which the application for a tree cutting permit is made.	Wording change	The word "square" has been removed from this clause.
Copies of Departmental records or drawings	New *	\$1.00 per page for copies 8.5 x 11 inches  \$5.00 per page for copies 11 x 17 inches or larger

<b>SCHEDULE OF SEWER CONNECTION PERMIT FEES:</b>	<b>Current</b>	<b>Proposed</b>
For each sanitary sewer connection	\$75.00	<b>No Change</b>
For each storm sewer connection	\$125.00	<b>No Change</b>
For each combined sewer connection	\$125.00	<b>No Change</b>
For the third and each subsequent inspection an additional	\$50.00	<b>No Change</b>