
TO: CITY MANAGER **DATE:** 2010 November 17

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

SUBJECT: 2011 FEES FOR BUILDING PERMITS AND OTHER PLANNING APPLICATIONS AND SERVICES

PURPOSE: To provide Council with recommendations for the Planning and Building Department's 2011 fee schedule for various applications for the purpose of cost recovery.

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 2010 November 22 and to a Public Hearing on 2010 December 14 at 7:00 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

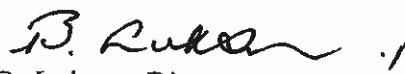
The Local Government Act provides for the imposition of fees and charges for applications and various types of permits and services under Part 26 (Planning and Land Use Management) and Division 9 (Permits and Fees) for the purpose of recovering the costs of administration, inspection, advertising and 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 2011. The *attached* Schedule A outlines the adjustments being recommended. Generally, the Planning and Building Department's fees are proposed to increase by 3.95%, to ensure that Burnaby's fees maintain a cost recovery position. In 1997, staff had conducted a comprehensive review of permit fees to ensure that the established fees recovered the basic costs of City processes, works and services. The fee adjustments made as a result of that review have served as a benchmark for the annual permit fees review.

To: City Manager
From: PLANNING AND BUILDING
Re: 2011 Fees for Building Permits and Other Planning
Applications and Services
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Some minor changes are also proposed to the text of the Building and Plumbing Bylaws and related fee schedules, as detailed in Section 4.0 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 2010 November 22 and forwarded to the Public Hearing of 2010 December 14. 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 following Council adoption of the bylaw.


B. Luksun, Director
PLANNING AND BUILDING

ZM:spf/tn
Attachment

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

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Schedule A

Review of Fees for 2011 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 SERVICE ADJUSTMENT

2.1 General 3.95% 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 established fees serve as a benchmark for subsequent annual fee reviews for the Planning and Building Department. Fees are adjusted each year to ensure that the costs entailed in each type of application, permit, service or work is recovered.

In order to recover the above noted costs, it is proposed that an average fee increase of 3.95% be applied to the various permits and other services offered by the Planning and Building Department for the year 2011.

3.0 PLANNING DIVISION

3.1 General 3.95% 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, and based on the review undertaken in 1997, care has been taken to

ensure that the proposed fees recover the estimated average cost of processing, inspection, advertising and administration. An increase of 3.95% is proposed for Planning Division fees. Fees have been rounded to the nearest dollar, or as appropriate.

3.2 Proposed 2011 Planning Fees

SCHEDULE OF PLANNING FEES:	CURRENT	PROPOSED
Rezoning Applications:		
1. First 1,700 sq. m. of site area	\$ 1,614.00	\$ 1,678.00
2. Each subsequent 100 sq. m. of site area or portion thereof	\$ 43.00	\$ 45.00
3. Rezoning and PPA Servicing	\$ 916.00	\$ 952.00
▪ Where there is only one servicing item	\$ 444.00	\$ 462.00
Subdivision Applications:		
4. Subdivision Application	\$ 1,868.00	\$ 1,942.00
5. Airspace Parcel Subdivision	\$ 6,158.00	\$ 6,401.00
6. Additional airspace parcels within same application	\$ 122.00	\$ 127.00
7. Road Closure/Highway Exchange	\$ 1,924.00	\$ 2,000.00
8. Tentative Approval Extension		
▪ Single family subdivision	\$ 217.00	\$ 226.00
▪ Other subdivisions/servicing	\$ 487.00	\$ 506.00
9. Personal Preference Address Change	\$ 638.00	\$ 663.00
▪ (No charge when included in application for subdivision)		
Strata Titling:		
10. Two-family and industrial/commercial conversions	\$ 565.00	\$ 587.00
11. Each additional industrial/commercial unit	\$ 32.00	\$ 33.00
Phased Strata Plans:		
12. First Phase	\$ 983.00	\$ 1,022.00
13. Subsequent Phases	\$ 127.00	\$ 132.00
14. Last Phase	\$ 389.00	\$ 404.00
15. Form 'P' Amendment	\$ 71.00	\$ 74.00
Liquor Licence Applications:		
16. New Facilities	\$ 699.00	\$ 727.00
17. Amendments to existing liquor licenses	\$ 355.00	\$ 369.00
Preliminary Plan Approval (PPA)¹:		
18. Minimum Fee	\$ 213.00	\$ 221.00
19. On construction value (per \$1,000)	\$ 2.10	\$ 2.20
20. Extensions	\$ 128.00	\$ 133.00

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 Revisions to the Building Bylaw

While the following issues do not apply directly to the fees charged by the City for permits, it is practical to make these changes to the Building Bylaw concurrent with the proposed changes to the fee schedules.

Although Section 24 of the Building Bylaw provides the authority for the Building Inspector to issue written notices and orders in relation to construction, there is no language which makes it an offence to fail to comply with a notice or order issued by the Building Inspector. It is proposed to amend the Building Bylaw to include a section that will state that no person shall fail to comply with a notice or order issued by the Building Inspector under the Bylaw. This will make the Building Bylaw consistent with the Plumbing and Electrical Bylaws which already contain a similar prohibition.

Recent changes to the Letter of Assurance requirements of the BC Building Code have caused the Schedules B1 and B2 to be combined into one document called Schedule B, and the term “registered professional” has been changed to “registered professional of record”. As a result of these changes, it is proposed that the Building Bylaw be amended to make those changes to Schedules E1 and E2 of the Building Bylaw.

4.2 Revisions to the Plumbing Bylaw

It is proposed that the Burnaby Plumbing Bylaw be amended to state that the permit fee shall be doubled for every permit application where work on a plumbing system, hydronic heating system, or fire protection system has started before a permit is issued. This is consistent with wording that already exists in the Burnaby Building and Electrical Bylaws.

4.3 General 3.95% increase

A fee increase of 3.95% is also proposed for Building Division fees with the exception of fees for the following:

- **Special inspection fees (All Permit Fees).** These fees have not been increased for over 10 years, and in order to bring these inspection fees in line with the current cost for providing these services, it is proposed that these fees increase slightly higher. Specifically it is proposed that special inspection fees be increased to \$80.00 per hour or part thereof for an inspection requested by the owner but not required by the Bylaw (whereas the current fee is \$75.00); \$450.00 per hour or part thereof for an inspection outside the hours during which the offices of City Hall are normally open (whereas the current fee is \$440.00); and \$80.00 per hour or part thereof 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 (whereas the current fee is \$75.00);
- **Gas Permit Fees.** The current fee of \$37.25 per appliance for commercial, industrial, institutional or multiple family sites does not adequately recover the City’s costs

when a permit is taken out for only one appliance. In order to correct this issue, it is proposed that the appliance fee be replaced with a new formula of \$46.10 for the first appliance and \$37.95 for each additional appliance (see Item 2(a) on page 10 of this Schedule A). This formula is consistent with the fees structure for the first or single fixture under the Plumbing Permit Fees;

- **Building Permit Refunds.** For any permit of special inspection where no Application Fee is charged, the current refund formula specifies a refund of 70% of the Permit Fee. In order to recover the costs related to the plan review and subsequent processing of refunds for permits, which are issued and then cancelled at the request of the applicant, it is proposed that a minimum non-refundable amount of \$200.00 be specified. This non-refundable amount would apply only to building permits where construction has not commenced, no inspection has been made, and a permit has not been extended or expired (see Items 2 & 3 on page 15 of this Schedule A);
- **Damage Deposit and Inspection Fees.** Damage deposits are collected by the City's Engineering Department and pre and post construction inspection of adjacent City property is carried out by Engineering Inspectors. These fees have not been increased for several years. As such, the Engineering Department is proposing a 5% increase rounded to the nearest five or ten dollars for 2011. There are no proposed increases for the damage deposits (see Damage Deposit and Inspection Fees Table on page 15 of this Schedule A);
- **Sewer Connection Permit Fees.** Sewer connection permit fees are collected by the City's Engineering Department. The Engineering Department is proposing a 5% increase rounded to the nearest five or ten dollars for 2011 (see Sewer Connection Permit Fees Table on page 21 of this Schedule A).

Fee increases for the Building Division have been rounded to the nearest \$0.05, with the exception of the fee increases noted above; re-inspection fees which have been rounded to the nearest \$5.00; Preliminary Plan Approval (PPA) applications for signs which have been rounded to the nearest \$1.00 (see Item 14 on page 14 of this Schedule A); and Tree Permit fees which have been rounded to the nearest \$5.00. 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.

4.4 Proposed text revisions to the Building Bylaw Fee Schedule

In order to allow for the replacement of GST with HST to the Plumbing, Gas, Building, Electrical, and Tree Permit Fees, it is proposed that all references to "GST" of this Schedule A be replaced with "HST".

In order to simplify the current Building Permit fee related to the replacement of a building water pipe, it is proposed that the fee be captured under the fee for a Building Permit based on a per unit basis for all buildings. It is proposed that following the phrase "The replacement of building water pipe" on Item 2(c) on page 12 of this Schedule A, the phrase "per unit for all buildings" be added.

In order to simplify the fee structure for Building Permits for a temporary building or structure, it is proposed that a standard fee be administered on a yearly basis from the date of issuance. It is proposed that Item 6 on page 13 of this Schedule A be revised to read “Per year from date of issue”.

In order to clarify that special inspections are at the discretion of the Chief Building Inspector, it is proposed that the phrase “Special inspection fees subject to GST” for Item 8 on page 13 of this Schedule A be replaced with “Special inspection fees subject to HST and must be approved by the Chief Building Inspector”.

Plumbing Fees

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES:	Current	Proposed
1. PLUMBING FIXTURES:		
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	\$45.25 for the first fixture and \$24.60 for each additional fixture	\$47.05 for the first fixture and \$26.10 for each additional fixture
For each backflow protection device 4 inches or greater in size	\$123.10	\$128.00
For the removal of each fixture and the capping off of piping	\$45.25 for the first fixture removed and \$11.30 for each additional fixture removed	\$47.05 for the first fixture removed and \$11.75 for each additional fixture removed
2. INTERCEPTORS:		
For the installation of a catch basin, sump, oil interceptor, manhole or trench drain		
Each unit	\$30.95	\$32.20
3. SITE FIRE PROTECTION:		
For the installation of underground fire line or hydrants		
Each 30 m or portion thereof	\$30.95	\$32.20
Each fire hydrant	\$24.60	\$25.60
4. BUILDING FIRE PROTECTION:		
For the installation or relocation of the following:		
First sprinkler head	\$64.00	\$66.55
Each additional sprinkler head	\$2.25	\$2.35
Each fire pump test header	\$30.95	\$32.20
First siamese connection, hose cabinet, hose outlet, wet/dry outlet or standpipe	\$30.95	\$32.20
Each additional siamese connection, hose cabinet, hose	\$20.70	\$21.50

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES:	Current	Proposed
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>		
For the installation or alteration of any above ground fire suppression piping where no fixtures are involved		
Each 30 m or portion thereof	\$30.95	\$32.20
5. REPLACEMENT OF BUILDING WATER PIPE:		
For the removal and replacement of existing pipe		
(a) in multi-family residential buildings, hotels and motels (each unit)	\$21.90	\$22.80
(b) in all other buildings:		
For the first 30 m of piping or portion thereof	\$73.95	\$76.90
For each additional 30 m of piping or portion thereof	\$43.05	\$44.80
6. OTHER PIPING:		
For the installation or alteration of site piping (storm, sani, domestic water) rainwater leader, domestic water piping or any other plumbing pipe or where no fixtures are involved		
For the first 30 m of piping or portion thereof	\$42.65	\$44.30
For each additional 30 m of piping or portion thereof	\$24.50	\$25.50
7. HEATING PERMITS:		
Fees based on maximum BTU input of the appliance with a minimum fee of 50,000 BTU's	\$2.50 per 1,000 BTU's heating appliance input	\$2.60 per 1,000 BTU's heating appliance input
8. RE-INSPECTION FEE:		
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	\$50.00
2nd re-inspection	\$200	\$210.00
3rd re-inspection	\$400	\$415.00
4th re-inspection	\$800	\$830.00
5th re-inspection	\$1,040.00 and thereafter	
Re-inspection Fees subject to HST		
9. SPECIAL INSPECTIONS:		
HST will be added to special inspection fees		
(a) For an inspection requested by the owner but not required by the Bylaw	\$75/hour or part thereof (\$75 minimum)	\$80/hour or part thereof (\$80 minimum)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$440 plus \$110/hour or part thereof after the first four hours. Travel time incl.	\$450 plus \$115/hour or part thereof after the first four hours. Travel time incl.
(c) For an inspection that requires special arrangements	\$75/hour	\$80/hour or part

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES:	Current	Proposed
because of length of time, frequency of inspection visits, location outside the City limits, construction techniques or otherwise	(\$75 minimum)	thereof (\$80 minimum)
(d) For Strata title subdivision application inspections	\$170.80	\$177.60
10. REVIEW OF PRELIMINARY OR MODIFIED DRAWINGS AND SPECIFICATIONS:	\$60 per hour (Minimum 0.5 of an hour)	\$62.40 (Minimum 0.5 of an hour)
11. PERMIT TRANSFER OR ASSIGNMENT FEE:		
For the transfer or assignment of a plumbing permit and to record a change of contractor for a project	\$49.40	\$51.40
12. PERMIT EXTENSION:	\$49.40	\$51.40
13. 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
14. COPIES OF DEPARTMENTAL RECORDS OR DRAWINGS: <i>Copy fees subject to HST</i>	\$1.00 per page for copies 8.5x11 inches \$5.00 per page for copies 11x17 inches or larger	\$1.05 per page for copies 8.5x11 inches \$5.20 per page for copies 11x17 inches or larger

Gas Fees

GAS PERMIT FEES:	Current	Proposed
1. INSTALLATIONS IN SINGLE AND TWO FAMILY DWELLINGS:		
(a) For each appliance	\$45.25 for the first appliance and \$24.60 for each additional appliance	\$47.05 for the first appliance and \$25.60 for each additional appliance
(b) For each vent installation	\$45.25 for the	\$47.05 for the

GAS PERMIT FEES:	Current	Proposed
	first appliance and \$24.60 for each additional appliance	first appliance and \$25.60 for each additional appliance
(c) House piping only	\$42.65 for the first 30 m of piping or portion thereof and \$24.50 for each additional 30 m of piping or portion thereof	\$44.35 for the first 30 m of piping or portion thereof and \$25.50 for each additional 30 m of piping or portion thereof
2. COMMERCIAL, INDUSTRIAL, INSTITUTIONAL OR MULTI-FAMILY INSTALLATIONS:		
(a) For each appliance with input of:		
30 kW (102,000 BTU/Hr) or less	\$37.25	\$46.10 for the first appliance and \$37.95 for each additional appliance
31 to 120 kW (103,000 to 409,000 BTU/Hr)	\$74.80	\$77.75
(b) For piping only		
First 30 m or less	\$43.55	\$45.30
Each additional 30 m or part thereof	\$30.95	\$32.20
(c) For each vent installation (no appliance)	\$43.55	\$45.30
(d) Laboratory equipment		
For each 200,000 BTU's or part thereof in a room	\$62.10	\$64.60
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		
1st re-inspection	\$50	\$50.00
2nd re-inspection	\$200	\$210.00
3rd re-inspection	\$400	\$415.00
4th re-inspection	\$800	\$830.00
5th re-inspection	\$1000 and thereafter	\$1,040.00 and thereafter
4. SPECIAL INSPECTIONS:		
Special Inspection Fees subject to HST		
(a) For an inspection requested by the owner but not required by the Bylaw	\$75/hour or part thereof (\$75 minimum)	\$80/hour or part thereof (\$80 minimum)

GAS PERMIT FEES:	Current	Proposed
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$440 plus \$110/hour or part thereof after the first four hours. Travel time included.	\$450 plus \$115/hour or part thereof after the first four hours. Travel time included.
(c) For an inspection that requires special arrangements because of length of time, frequency of inspection visits, location outside the City limits, construction techniques or otherwise (d)	\$75/hour (\$75 minimum)	\$80/hour or part thereof (\$80 minimum)
5. REVIEW OF PRELIMINARY OR MODIFIED DRAWINGS AND SPECIFICATIONS:	\$60/hour (minimum .5 of an hour)	\$62.40/hour (minimum .5 of an hour)
6. PERMIT TRANSFER OR ASSIGNMENT FEE:		
For the transfer or assignment of a gas permit and to record a change of contractor for a project	\$49.40	\$51.35
7. PERMIT EXTENSION:	\$49.40	\$51.35
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 to these fees
9. COPIES OF DEPARTMENTAL RECORDS OR DRAWINGS <i>Copy fees subject to HST</i>	\$1.00 per page for copies 8.5x11 inches \$5.00 per page for copies 11x17 inches or larger	\$1.05 per page for copies 8.5x11 inches \$5.20 per page for copies 11x17 inches or larger

Building Fees

SCHEDULE OF BUILDING PERMIT FEES:	Current	Proposed
1. APPLICATION FOR A BUILDING PERMIT:		
(a) For single or two-family dwelling where construction value exceeds \$82,000, including renovations, additions and accessory buildings	\$190.90	\$198.45
(b) For all other	20% of Building Permit Fee, subject to a minimum of \$50.00 and a maximum of \$5,547.00	20% of Building Permit Fee, subject to a minimum of \$52.00 and a maximum of \$5,766.10
2. BUILDING PERMIT:		
(a) Value of Construction		
\$0 to \$1,000	\$50	\$52.00
\$1,001 to \$20,000	\$50 plus \$14.80/\$1,000 or part thereof over \$1,000	\$52.00 plus \$15.40/\$1,000 or part thereof over \$1,000
\$20,001 to \$200,000	\$331.20 plus \$10.15/\$1000 or part thereof over \$20,000	\$344.60 plus \$10.55 /\$1000 or part thereof over \$20,000
\$200,001 and over	\$2,158.20 plus \$8.75/\$1000 or part thereof over \$200,000	\$2,243.60 plus \$9.10/\$1,000 or part thereof over \$200,000
(b) For Chimneys and Solid Fuel Appliances:		
Masonry Chimney:	\$58 per dwelling unit	\$60.30 per dwelling unit
Prefab Metal Chimney - Class "A"	\$58 per dwelling unit	\$60.30 per dwelling unit
Free standing solid fuel stove or fireplace	\$70.70	\$73.50
Free standing solid fuel stove or fireplace and Class "A" Chimney	\$88.25	\$91.75
Solid fuel insert (includes pre safety inspection)	\$88.25	\$91.75
(c) For a Building Permit relating to:		
The replacement of building water pipe: per unit for all buildings	Fee based on the value of the fire stopping installation	\$22.30 per unit for all buildings
<i>Note – change of wording</i>		
3. PERMIT EXTENSION UNDER s.4(5)(a):	\$100	No change
4. REVIEW OF PRELIMINARY OR MODIFIED DRAWINGS AND SPECIFICATIONS:	\$60 per hour (minimum .5 of an	\$62.40 per hour (minimum .5 of an

SCHEDULE OF BUILDING PERMIT FEES:	Current	Proposed
	hour)	hour)
5. BUILDING PERMIT FOR A DEMOLITION:		
Accessory building	\$58.00	\$60.30
Single and two-family dwelling including all accessory buildings on site	\$246.35	\$256.10
All other buildings and structures	\$615.75	\$640.10
6. BUILDING PERMIT FOR TEMPORARY BUILDING OR STRUCTURE:		
Per year from date of issue <i>Note – change of wording</i>	\$433.20 per year from date of issue	\$450.30 per year from date of issue
7. RE-INSPECTION FEE:		
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	\$50.00
2nd re-inspection	\$200	\$210.00
3rd re-inspection	\$400	\$415.00
4th re-inspection	\$800	\$830.00
5th re-inspection	\$1000 and thereafter	\$1,040.00 and thereafter
Re-inspection Fees subject to HST		
8. SPECIAL INSPECTIONS:		
Special inspection fees subject to <i>HST and must be approved by the Chief Building Inspector</i>		
<i>Note – change of wording</i>		
(a) For an inspection requested by the owner but not required by the Bylaw	\$75/hour or part thereof (\$75 minimum)	\$80/hour or part thereof (\$80 minimum)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$440 plus \$110/hour or part thereof after the first four hours. Travel time included.	\$450 plus \$115/hour or part thereof after the first four hours. Travel time included.
(c) For an inspection that requires special arrangements because of length of time, frequency of inspection visits, location outside the City limits, construction techniques or otherwise	\$75/hour (\$75 minimum)	\$80/hour or part thereof (\$80 minimum)
(d) For a special safety inspection following an electrical or gas disconnection	\$466.00	\$484.40
(e) Strata title subdivision application inspections	\$170.80	\$177.55

SCHEDULE OF BUILDING PERMIT FEES:	Current	Proposed
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	\$49.40	\$51.35
11. FILE RESEARCH AND LETTER:		
Single family or two-family dwelling	\$64.40	\$66.95
All other buildings	\$128.00 per legal address	\$133.05 per legal address
12. APPLICATION FOR ALTERNATIVE SOLUTION UNDER THE BRITISH COLUMBIA BUILDING CODE:		
	\$443.65 for the first decision on a development and \$138.60 for each revision	\$461.20 for the first decision on a development and \$141.25 for each revision
13. APPLICATION FOR HEATING SYSTEM:		
	\$2.50 per 1,000 BTU's heating appliance input (minimum \$125.00 per appliance)	\$2.60 per 1,000 BTU's heating appliance input (minimum \$129.95 per appliance)
14. APPLICATION FOR PRELIMINARY PLAN APPROVAL:		
(a) For signs	\$78.15	\$81.00
(b) For Comprehensive Sign Plans	\$213.15	\$222.00
(c) For all other development	\$2.10 per \$1,000 of estimated construction value, with a minimum of \$213.00	\$2.20 per \$1,000 of estimated construction value, with a minimum of \$221.00
(d) For each extension	\$128.00	\$133.00
15. CERTIFICATE BY REGISTERED PROFESSIONALS:		
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		No Change

SCHEDULE OF BUILDING PERMIT FEES:	Current	Proposed
16. COPIES OF DEPARTMENTAL RECORDS OR DRAWINGS: <i>Copy fees subject to HST</i>	\$1.00 per page for copies 8.5 x 11 inches \$5.00 per page for copies 11x17 inches or larger	\$1.05 per page for copies 8.5 x 11 inches \$5.20 per page for copies 11x17 inches or larger

Building Fees (Refund of Fees)

SCHEDULE OF BUILDING PERMIT FEES:	
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 \$100.00
(b) For all other applications	70% of Application Fee subject to a minimum non-refundable \$100.00
Note: There will be no refund of any portion of the application fee once the plan checking has been started.	
2. Building Permit Fee Refund where construction has not commenced, no inspection has been made and a permit has not been extended or expired. <i>Note – new minimum of \$200.00</i>	Refund equals 90% of the difference between the Building Permit Fee and the Building Permit Application Fee subject to a minimum non-refundable \$200.00
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 <i>Note – new minimum of \$200.00</i>	70% of the Permit Fee subject to a minimum non-refundable \$200.00
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	No Change
6. No refunds will be given for permit extension fees	No Change

Damage Deposits and Inspections Fees

DAMAGE DEPOSITS AND INSPECTIONS FEES:	INSPECTION FEE		DAMAGE DEPOSIT	
	Current	Proposed	Current	Proposed
1. Single or Two Family Dwelling Construction:	\$75.00	\$80.00	\$1,500.00	No change
2. Single or Two Family Dwelling Addition or Demolition:	\$75.00	\$80.00	\$1,000.00	No change

DAMAGE DEPOSITS AND INSPECTIONS FEES:	INSPECTION FEE		DAMAGE DEPOSIT	
	Current	Proposed	Current	Proposed
3. Construction other than Single or Two Family Dwelling:	\$150.00	\$160.00	\$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	\$105.00	\$5,000.00 for 15 m frontage \$30.00/m of frontage thereafter	No change
5. Swimming Pool Installation:	\$75.00	\$80.00	\$1,500.00	No change
6. Construction Garage or Carport:	\$75.00	\$80.00	\$1,000.00	No change
No interest will be paid on damage deposits held by the City.				

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 and Temporary Current Permit	18% of Building Permit Fee	No change
(b) Security system, data/cable TV, vacuum, intercom, sound system and telephone	Fee based on value of electrical installation including materials and labour (Item 2) Minimum \$250 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)		
Value of Electrical Installation (as approved by Electrical Inspector)		
\$100 or less	\$37.05	\$38.50
\$101 - \$250	\$49.40	\$51.35
\$251 - \$350	\$61.55	\$64.00
351 - \$500	\$73.95	\$76.85
\$501 - \$700	\$92.25	\$95.90
\$701 - \$1,000	\$111.25	\$115.65

ELECTRICAL PERMIT AND INSPECTION FEES:	Current	Proposed
\$1,001 - \$10,000	\$111.25 plus \$45.70/\$1,000 or part thereof over \$1,000	\$115.65 plus \$47.50 /\$1,000 or part thereof over \$1,000
\$10,001 - \$50,000	\$522.55 plus \$24.75/\$1,000 or part thereof over \$10,000	\$543.15 plus \$25.75 \$1,000 or part thereof over \$10,000
\$50,001 - \$100,000	\$1,512.55 plus \$14.70/\$1,000 or part thereof over \$50,000	\$1,573.15 plus \$15.30/\$1,000 or part thereof over \$50,000
\$100,001 - \$500,000	\$2,247.55 plus \$9.90/\$1,000 or part thereof over \$100,000	\$2338.15 plus \$10.30/\$1,000 or part thereof over \$100,000
\$500,001 - \$1,500,000	\$6,207.55 plus \$8.30/\$1,000 or part thereof over \$500,000	\$6458.15 plus \$8.65/\$1,000 or part thereof over \$500,000
\$1,500,001 and over	\$14,507.55 plus \$2.70/\$1,000 or part thereof over \$1,500,000	\$15,108.15 plus \$2.80/\$1,000 or part thereof over \$1,500,000
<i>Plus Temporary Current Permit where applicable</i>		
3. TEMPORARY CURRENT PERMIT: (not required for one or two-family dwelling)	\$147.20	\$153.00
4. OPERATING PERMIT FOR ONE COMMERCIAL OR INDUSTRIAL PLANT OR ESTABLISHMENT (Annual fee based on Service Capacity):	\$0.28/KVA Minimum \$168.00 Maximum \$2,492.00	\$0.29/KVA Minimum \$174.65 Maximum \$2,590.45
For each additional permit	\$168.00	\$174.65
5. TEMPORARY SAW SERVICE:	Fee based on value of electrical installation (Minimum \$73.95)	Fee based on value of electrical installation (Minimum \$76.85)
6. REVIEW OF PRELIMINARY OR MODIFIED DRAWINGS AND SPECIFICATIONS:	\$60/hour (minimum .5 of an hour)	\$62.40/hour (minimum .5 of an hour)

ELECTRICAL PERMIT AND INSPECTION FEES:	Current	Proposed
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 \$111.25)	(minimum \$115.65)
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
9. PERMIT EXTENTION:	\$49.40	\$51.35
10. SIGNS:		
(a) Neon		
for first transformer	\$82.10	\$85.35
each for the next two transformers	\$54.35	\$56.50
each for the next two transformers	\$38.40	\$39.90
for each remaining transformer	\$27.70	\$28.80
(b) Fluorescent or light –emitting diode (LED)		
for first 15 AMP branch circuit or equivalent	\$82.10	\$85.35
each for the next two 15 AMP branch circuit or equivalent	\$54.35	\$56.50
each for the next two 15 AMP branch circuit or equivalent	\$38.40	\$39.90
for each remaining 15 AMP branch circuit or equivalent	\$27.70	\$28.80
(c) Other signs requiring electrical installation		
Calculated under section 2 of Appendix “A” based on the value of the electrical installation	(minimum \$92.25)	(minimum \$95.90)

ELECTRICAL PERMIT AND INSPECTION FEES:	Current	Proposed
11. OPERATING PERMIT FOR SPECIAL EVENT OR FILM PROJECT:		
(a) One location, one project (includes filming in studio)		
0 - to 30 days	\$122.60	\$124.95
0 - to 60 days	\$216.45	\$220.55
0 - to 90 days	\$246.35	\$256.10
0 - to 180 days	\$330.60	\$343.65
0 - to 360 days	\$601.50	\$625.25
(b) Multi locations, one project Permit valid for maximum 365 days		
0 - to 30 days	\$92.70 per location (maximum \$370.80)	\$96.35 per location (maximum \$385.45)
0 - to 60 days	\$123.10 per location (maximum \$492.40)	\$128.00 per location (maximum \$511.85)
0 - to 90 days	\$159.80 per location (maximum \$639.20)	\$162.85 per location (maximum \$651.35)
0 - to 180 days	\$176.80 per location (maximum \$707.20)	\$183.80 per location (maximum \$735.15)
0 - to 365 days (annual permit)	\$1,535.60 any number of locations	\$1596.25, any number of locations
(c) Annual permit fee for film studio for repair and maintenance only	\$0.40 per kva (min. \$248.00) (maximum \$2,600.00)	\$0.40 per kva (min. \$257.80) (maximum \$2,702.70)
12. RE-INSPECTION FEE:		
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		
1 st re-inspection	\$50	\$50
2 nd re-inspection	\$200	\$210
3 rd re-inspection	\$400	\$415
4 th re-inspection	\$800	\$830
5 th re-inspection	\$1000	\$1040.00 and thereafter
Re-inspection Fees subject to HST		

ELECTRICAL PERMIT AND INSPECTION FEES:	Current	Proposed
13. SPECIAL INSPECTIONS:		
HST will be added to special inspection fees		
(a) For an inspection requested by the owner or occupant but not required by the Bylaw	\$75/hour or part thereof (\$75 minimum)	\$80/hour or part thereof (\$80 minimum)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$440 plus \$110/hour or part thereof after the first four hours. Travel time included.	\$450 plus \$115/hour or part thereof after the first four hours. Travel time included.
(c) For an inspection that requires special arrangements because of length of time, frequency of inspection visits, location outside the City limits, construction techniques or otherwise	\$75/hour (\$75 minimum)	\$80/hour or part thereof (\$80 minimum)
(d) Strata title subdivision application inspections	\$170.80	\$177.55
14. TO RECORD A CHANGE OF CONTRACTOR FOR A PROJECT:	\$49.40	\$51.35
15. COPIES OF DEPARTMENTAL RECORDS OR DRAWINGS:		
Copy fees subject to HST	\$1.00 per page for copies 8.5 x 11 inches \$5.00 per page for copies 11 x 17 inches or larger	\$1.05 per page for copies 8.5 x 11 inches \$5.20 per page for copies 11x17 inches or larger

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:	\$61.00	\$63.50
2. FOR THE SECOND AND EACH SUBSEQUENT PROTECTED TREE INCLUDED IN AN APPLICATION FOR A TREE CUTTING PERMIT (PER TREE):	\$30.75	\$32.00
3. PROVIDED THAT THE APPLICATION FEE SHALL NOT EXCEED THE TOTAL OF:		
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;	\$250.00	\$260.00
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;	\$225.00	\$235.00
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.	\$180.00	\$190.00
4. COPIES OF DEPARTMENTAL RECORDS OR DRAWINGS:		
Copy fees subject to HST	\$1.00 per page for copies 8.5 x 11 inches \$5.00 per page for copies 11x17 inches or larger	\$1.05 per page for copies 8.5 x 11 inches \$5.20 per page for copies 11x17 inches or larger

Sewer Connection Permit Fees

SEWER CONNECTION PERMIT FEE:	Current	Proposed
For each sanitary sewer connection	\$75.00	\$80.00
For each storm sewer connection	\$125.00	\$135.00
For each combined sewer connection	\$125.00	\$135.00
For the third & each subsequent inspection of an additional	\$50.00	\$55.00