

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2012 December 05

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

SUBJECT: 2013 FEES FOR BUILDING PERMITS AND OTHER PLANNING APPLICATIONS AND SERVICES

PURPOSE: To provide Council with recommendations for the Planning and Building Department's 2013 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 2013 January 14 and to a Public Hearing on 2013 January 29 at 7:00 pm.
3. **THAT** Council authorize the preparation of the necessary bylaw amendments to effect the remaining fee adjustments and text changes outlined in Section 3.2 and 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: 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 recover the basic costs of City processes, works and services, staff conduct an annual review of the fee schedule.

Staff have completed the annual review of fees for 2013. The *attached* Schedule A outlines the recommended adjustments. Generally, the Planning and Building Department's fees are proposed to increase by 3% to ensure cost recovery and a median fee position relative to other municipalities in the region with similar processes and services.

To: City Manager
From: Director Planning and Building
Re: 2013 Fees for Building Permits and Other Planning
Applications and Services
2012 December 05..... Page 2

In some cases, fees have been adjusted further to reflect processing costs or to achieve consistency in fees for comparable services. In addition, a new fee has been added for the recently established Comprehensive Sign Plan for Master Plan Rezoning process. Some minor text changes to the fee schedules are also proposed. These changes are detailed in Section 4.0 of the *attached* Schedule A.

It is recommended that a bylaw amending the rezoning application fees listed in the Burnaby Zoning Bylaw be prepared for First Reading on 2013 January 14 and forwarded to the Public Hearing of 2013 January 29. 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 would come into effect following Council adoption of the necessary bylaw amendments.


Lou Pelletier, Director
PLANNING AND BUILDING

LF:spf/tn
Attachment

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

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Schedule A

Review of Fees for 2013 for Building Permits and Other Planning Applications and Services

1.0 GENERAL

It is intended that the structure and schedules for Planning and Building Department fees account for the full range of costs (administration, processing, record keeping, responding to enquiries, inspections, etc.) that are accrued for each type of application, permit, service, or work. This 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 Current Planning Division, considerable staff effort is often expended in the Clerk's Office, Legal and Lands Department, Engineering Department, Fire Prevention Office, and Building Division, as well as, to some extent, by the RCMP, the Parks, Recreation and Cultural Services Department, the Licence and Property Management Office, and the Tax Office. 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 recover the estimated average cost of processing across a wide range of application, permit, service and work types.

Metro Vancouver municipalities with similar processes and services were surveyed to determine the average fee charged for such processes and services in the region. In general, Burnaby's Planning and Building fees continue to maintain a median fee position, with some variation by fee types, relative to other Metro Vancouver municipalities.

2.0 COST OF SERVICE ADJUSTMENT

2.1 General 3% Increase

In May 1997, Council completed a comprehensive review of fees and directed staff to prepare an annual fee report for each subsequent year. The intent of the annual fee review is to establish a more systematic fee increase process and to avoid substantial increases at any one point in time. Under this system, fees are adjusted each year to ensure that the costs entailed in each type of application, permit, service, or work is recovered. Using the established fees as a benchmark, it is proposed that an average fee increase of 3% be applied to recover costs for the various permits and other services offered by the Planning and Building Department in 2013.

3.0 PLANNING DIVISION**3.1 General 3% 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 Planning Department. As required by the Local Government Act, and based on the review undertaken in 1997, and adjustments that have been made each year since, 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% is generally proposed for Planning Division fees, as listed below. All fees have been rounded to the nearest dollar, with the exception of the Preliminary Plan Approval “on construction value” fee (Item 18), which has been rounded to the nearest \$0.05.

3.2 Proposed 2013 Planning Fees

SCHEDULE OF PLANNING FEES:	CURRENT	PROPOSED
Rezoning Applications:		
1. First 1,700 m ² of site area	\$2,500.00	\$2,575.00
2. Each subsequent 100 m ² of site area or portion thereof	\$55.00	\$57.00
3. Rezoning and PPA Servicing Agreements	\$977.00	\$1,006.00
▪ Where there is only one servicing item	\$474.00	\$488.00
Subdivision Applications:		
4. Subdivision Application	\$2,500.00	\$2,575.00
5. Airspace Parcel Subdivision		
▪ FAR of up to 2.0	\$10,000.00	\$10,300.00
▪ FAR of 2.0 or greater	\$15,000.00	\$15,450.00
6. Road Closure/Highway Exchange	\$2,052.00	\$2,114.00
7. Tentative Approval Extension		
▪ Single family subdivision	\$232.00	\$239.00
▪ Other subdivisions/servicing	\$519.00	\$535.00
8. Personal Preference Address Change	\$680.00	\$700.00
▪ (No charge when included in application for subdivision)		
Strata Titling:		
9. Two-family and industrial/commercial conversions	\$602.00	\$620.00
10. Each additional industrial/commercial unit	\$34.00	\$35.00
Phased Strata Plans:		
11. First Phase	\$1,049.00	\$1,080.00
12. Subsequent Phases	\$136.00	\$140.00
13. Last Phase	\$415.00	\$427.00
14. Form 'P' Amendment	\$76.00	\$78.00
Liquor Licence Applications:		
15. New Facilities	\$746.00	\$768.00
16. Amendments to existing liquor licenses	\$379.00	\$390.00

SCHEDULE OF PLANNING FEES:	CURRENT	PROPOSED
Preliminary Plan Approval (PPA)¹:		
17. Minimum Fee	\$227.00	\$235.00
18. On construction value (per \$1,000)	\$2.25	\$2.30
19. Extensions	\$136.45	\$141.00

Rezoning fees (Items 1, 2, and 3) are set out in the Zoning Bylaw and therefore any change to them must be presented at a Public Hearing. The other proposed changes to the Planning Division fees may be adopted without a Public Hearing, along with the proposed changes to the Building Division fees detailed in Section 4.0 below.

4.0 BUILDING DIVISION

4.1 General 3% increase

A fee increase of 3% is proposed for Building Division fees with the exception of fees for the following:

- **Plumbing Permit Fees – Two or More Fixtures:** In order to make the fees for two or more fixtures consistent in both the plumbing and gas bylaws, a 1.1% increase is proposed to the fee for two or more plumbing fixtures (Item 1 on Page 5 of this Schedule A).
- **Plumbing Permit Fees – Permit Refunds:** In order to more accurately reflect processing costs, it is proposed to increase the minimum non-refundable amount for plumbing permit refunds from \$100.00 to \$150.00 (Item 13 on Page 7 of this Schedule A).
- **Gas Permit Fees – Permit Refunds:** In order to more accurately reflect processing costs, it is proposed to increase the minimum non-refundable amount for gas permit refunds from \$100.00 to \$150.00 (Item 8 on Page 9 of this Schedule A).
- **Building Permit Fees – Water Piping Replacement:** In order to make the fees for the per unit replacement of water piping consistent in both the plumbing and building bylaws, it is proposed to increase the fee for replacement of water piping by 5.2% (Item 2(c) on Page 10 and 11 of this Schedule A).
- **Building Permit Fees – Water Piping Replacement in Common Areas:** The Building Bylaw currently does not identify building inspection fees for replacement of water piping in common areas of a building. Addition of the following to Section 2 of the schedule is proposed: “For replacement of building water piping that does not involve the inside of a unit, the fee will be based on the construction value of the piping and all architectural work such as fire stopping, repairing drywall, building shafts/fire

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.

separations, coring, and related work as per Item 2 of this schedule” (Item 2(c) on Page 10 and 11 of this Schedule A).

- **Building Permit Fees – Permit Extensions:** Section 19 of the Building Bylaw authorizes the Building Inspector to issue permit extensions for construction projects that have not been completed within the time period provided by the bylaw. The current fee for a permit extension (\$102.60) applies regardless of the length of the requested extension or the number of previous extensions granted. The costs of repeatedly processing notices for expiring permits, issuing extensions, and conducting additional progress inspections is far greater than the current fee. In order to recover the costs related to this process, it is proposed that the fees for permit extensions be increased to \$200.00 for the first extension, \$300.00 for the second extension and \$400.00 for each additional extension (Item 3 on Page 11 of this Schedule A).
- **Building Permit Fees – Inspections Not Required by the Bylaw:** The fees for building inspections not required by the Bylaw are currently \$82.10 per hour or part thereof. These types of inspections are typically initiated by a prospective tenant of a property prior to applying for a business licence. There is considerable time spent on file review and preparation prior to making these types of inspections. As such, the current fee does not properly reflect the cost of providing this service and it is proposed that the fees be increased to \$250.00 for the first hour or part thereof and \$84.55 for each additional hour or part thereof with a minimum fee of \$250.00 (Item 8(a) on Page 11 of this Schedule A).
- **Building Permit Fees – Comprehensive Sign Plan for Master Plan Rezoning:** A new process has been implemented for establishing a Comprehensive Sign Plan for Master Plan Rezoning. This process is much more complex than the usual Comprehensive Sign Plan process. The time required to review and approve this type of Comprehensive Sign Plan is significant. To account for this, it is recommended that a new Preliminary Plan Approval fee of \$930.00 for this type of Comprehensive Sign Plan be added (Item 14(c) on Page 12 of this Schedule A).
- **Building Permit Fees – Preliminary Plan Approval Minimum Fees:** Preliminary Plan Approval fees for Comprehensive Sign Plans are slightly higher than the minimum Preliminary Plan Approval fees for all other development (\$228.00 as opposed to \$227.00). In order to make these two fees consistent it is proposed to increase the Preliminary Plan Approval fees for Comprehensive Sign Plans by 3% and the minimum Preliminary Plan Approval fees for all other development by 3.5%, with a resulting fee of \$235.00 for both categories (Items 14(b) and 14(d) on Page 12 of this Schedule A; also shown as Item 17 of the Schedule of Planning Fees on Page 3 of this Schedule A).
- **Damage Deposit and Inspection Fees:** Damage deposits are collected by the City’s Engineering Department and the pre- and post-construction inspections of adjacent City property are carried out by Engineering Inspectors. Damage deposit amounts and the related inspection fees are listed under Schedule D of the Building Bylaw. The Engineering Department is proposing no change to damage deposit amounts and inspection fees; however, they recommend that the damage deposits and inspection fees for fire hydrants be removed from Schedule D of the Building Bylaw, as these items are

addressed in Burnaby Waterworks Regulation Bylaw 1953 (Bylaw No. 3325) (Item 7 on Page 14 of this Schedule A).

- **Electrical Permit Fees – Permit Refunds:** In order to more accurately reflect processing costs, it is proposed to increase the minimum non-refundable amount for electrical permit refunds from \$100.00 to \$150.00 (Item 8 on Page 16 of this Schedule A).
- **Sewer Connection Permit Fees:** Sewer connection permit fees are currently \$80.00 for each sanitary sewer connection, \$135.00 for each storm sewer or combined sewer connection, and \$55.00 for the third and each subsequent inspection. As these fees adequately cover the cost of City services, no increase is proposed for 2013 (Page 18 of this Schedule A).

The remaining fee increases for the Building Division have been rounded to the nearest \$0.05, with the exception of the per kVA fees for electrical permits, which have not been rounded, and the following fees which have been rounded to the nearest \$1.00: re-inspection fees, Preliminary Plan Approval (PPA) base fees, and Tree Permit fees. 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.

Plumbing Fees

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, and water meter or backflow protection device under 4 inches in size with test ports.)		
Each fixture	\$48.30 for the first fixture and \$26.80 for each additional fixture	\$49.75 for the first fixture and \$27.10 for each additional fixture
For each backflow protection device 4 inches or greater in size	\$131.35	\$135.30
For the removal of each fixture and the capping off of piping	\$48.30 for the first fixture removed and \$12.10 for each additional fixture removed	\$49.75 for the first fixture removed and \$12.45 for each additional fixture removed
2. Interceptors:		
For the installation of a catch basin, sump, oil interceptor, manhole or trench drain		
Each unit	\$33.05	\$34.05
3. Site Fire Protection:		
For the installation of underground fireline or hydrants		
Each 30 m or portion thereof	\$33.05	\$34.05
Each fire hydrant	\$26.25	\$27.05

4. Building Fire Protection:		
For the installation or relocation of the following:		
First sprinkler head	\$68.30	\$70.35
Each additional sprinkler head	\$2.40	\$2.45
Each fire pump test header	\$33.05	\$34.05
First siamese connection, hose cabinet, hose outlet, wet/dry outlet or standpipe	\$33.05	\$34.05
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>)	\$22.05	\$22.70
For the installation or alteration of any above ground fire suppression piping where no fixtures are involved		
Each 30 m or portion thereof	\$33.05	\$34.05
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)	\$23.40	\$24.10
(b) in all other buildings:		
For the first 30 m of piping or portion thereof	\$78.90	\$81.25
For each additional 30 m of piping or portion thereof	\$45.95	\$47.35
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	\$45.45	\$46.80
For each additional 30 m of piping or portion thereof	\$26.15	\$26.95
7. Heating Permits:		
Fees based on maximum BTU input of the appliance with a minimum fee based on 50,000 BTU's	\$2.70 per 1,000 BTU's heating appliance input	\$2.80 per 1,000 BTU's heating appliance input
8. Reinspection 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 reinspection	\$50.00	\$52.00
2nd reinspection	\$215.00	\$221.00
3rd reinspection	\$425.00	\$438.00
4th reinspection	\$850.00	\$876.00
5th reinspection	\$1,065.00 and thereafter	\$1,097.00 and thereafter
Reinspection Fees are subject to all applicable taxes		

9. Special Inspections:		
Special Inspection Fees are subject to all applicable taxes		
(a) For an inspection requested by the owner but not required by the Bylaw	\$82.10/hour or part thereof (\$82.10 min.)	\$84.55/hour or part thereof (\$84.55 min.)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$461.70 plus \$118.00/hour or part thereof after the first four hours. Travel time included.	\$475.55 plus \$121.55/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	\$82.10/hour (\$82.10 minimum)	\$84.55/hour or part thereof (\$84.55 minimum)
(d) For Strata title subdivision application inspections	\$182.20	\$187.65
10. Review of Preliminary or Modified Drawings and Specifications:	\$64.00/hour (Minimum 0.5 of an hour)	\$65.90 /hour (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	\$100.00	\$103.00
12. Permit Extension:	\$100.00	\$103.00
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 \$100.00. No refunds will be given unless a written request is received by the Chief Building Inspector.	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 \$150.00. No refunds will be given unless a written request is received by the Chief Building Inspector.
14. Copies of departmental records or drawings	\$1.10 per page for copies 8.5x11 inches \$5.35 per page for copies 11x17 inches or larger	\$1.15 per page for copies 8.5x 11 inches \$5.50 per page for copies 11x17 inches or larger

Gas Fees

GAS PERMIT AND INSPECTION FEES:	Current	Proposed
1. Installations in Single and Two Family Dwellings:		
(a) For each appliance	\$48.30 for the first appliance and \$26.30 for each additional appliance	\$49.75 for the first appliance and \$27.10 for each additional appliance
(b) For each vent installation	\$48.30 for the first vent and \$26.30 for each additional vent	\$49.75 for the first vent and \$27.10 for each additional vent
(c) House Piping only - no appliance installed	\$45.50 for the first 30 m of piping or portion thereof and \$26.15 for each additional 30m of piping or portion thereof	\$46.85 for the first 30 m of piping or portion thereof and \$26.95 for each additional 30m of piping or portion thereof
2. Commercial, Industrial, Institutional or Multifamily Installations:		
(a) For each appliance with input of:		
30 kW (102,000 BTU/Hr) or less	\$47.30 for the first appliance and \$38.95 for each additional appliance	\$48.70 for the first appliance and \$40.10 for each additional appliance
31 to 120 kW (103,000 to 409,000 BTU/Hr)	\$79.80	\$82.20
(b) For piping only		
First 30 m or less	\$46.50	\$47.90
Each additional 30 m or part thereof	\$33.05	\$34.05
(c) For each vent installation (no appliance)	\$46.50	\$47.90
(d) Laboratory equipment		
For each 200,000 BTU's or part thereof in a room	\$66.30	\$68.30
3. Reinspection Fee:		
Where it has been determined by the Gas Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work reinspection is required		
1st reinspection	\$50.00	\$52.00
2nd reinspection	\$215.00	\$221.00
3rd reinspection	\$425.00	\$438.00
4th reinspection	\$850.00	\$876.00
5th reinspection	\$1,065.00 and thereafter	\$1,097.00 and thereafter
Reinspection Fees are subject to all applicable taxes		

GAS PERMIT AND INSPECTION FEES:	Current	Proposed
4. Special Inspections:		
Special Inspection Fees are subject to all applicable taxes		
(a) For an inspection requested by the owner but not required by the Bylaw	\$82.10/hour or part thereof (\$82.10 min.)	\$84.55/hour or part thereof (\$84.55 min.)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$461.70 plus \$118/hour or part thereof after the first four hours. Travel time included.	\$475.55 plus \$121.55/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	\$82.10/hour or part thereof (\$82.10 min.)	\$84.55/hour or part thereof (\$84.55 min.)
5. Review of Preliminary or Modified Drawings and Specifications:	\$64.00/hour (minimum 0.5 of an hour)	\$65.90/hour (minimum 0.5 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	\$100.00	\$103.00
7. Permit Extension:	\$100.00	\$103.00
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 \$100.00. No refunds will be given unless a written request is received by the Chief Building Inspector.	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 \$150.00. No refunds will be given unless a written request is received by the Chief Building Inspector.
9. Copies of departmental records or drawings	\$1.10 per page for copies 8.5x11 inches \$5.35 per page for copies 11x17 inches or larger	\$1.15 per page for copies 8.5 x 11 inches \$5.50 per page for copies 11x17 inches or larger

Building Fees

BUILDING PERMIT AND INSPECTION 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	\$203.60	\$209.70
(b) For all other	20% of Building Permit Fee, subject to a minimum of \$53.35 and a maximum of \$5916.00	20% of Building Permit Fee, subject to a minimum of \$54.95 and a maximum of \$6093.50
2. Building Permit:		
(a) Value of Construction		
\$0 to \$1,000	\$53.35	\$54.95
\$1,001 to \$20,000	\$53.35 plus \$15.80/\$1,000 or part thereof over \$1,000	\$54.95 plus \$16.25/\$1,000 or part thereof over \$1,000
\$20,001 to \$200,000	\$353.55 plus \$10.82 /\$1,000 or part thereof over \$20,000	\$363.70 plus \$11.15/\$1,000 or part thereof over \$20,000
\$200,001 and over	\$2,301.15 plus \$9.34/\$1,000 or part thereof over \$200,000	\$2,370.70 plus \$9.60/\$1,000 or part thereof over \$200,000
(b) For Chimneys and Solid Fuel Appliances:		
Masonry Chimney:	\$61.90 per dwelling unit	\$63.75 per dwelling unit
Prefab Metal Chimney - Class "A"	\$61.90 per dwelling unit	\$63.75 per dwelling unit
Free standing solid fuel stove or fireplace	\$75.40	\$77.65
Free standing solid fuel stove or fireplace and Class "A" Chimney	\$94.15	\$96.95
Solid fuel insert (includes pre safety inspection)	\$94.15	\$96.95
(c) For a Building Permit relating to:		
The replacement of building water pipe:	\$22.90 per unit for all buildings	\$24.10 per unit for piping within the unit; for piping outside of the
Note - New Wording:		
For replacement of building water piping that does not involve the inside of a unit the fee will be based on the construction		

BUILDING PERMIT AND INSPECTION FEES:	Current	Proposed
value of the piping and all architectural work such as fire stopping, repairing drywall, building shafts/fire separations, coring, and related work as per Item 2(a) Building Permit – Value of Construction above.		unit, as per Item 2(a) “Building Permit – Value of Construction” above
3. Permit Extension		
1 st extension	\$102.60	\$200.00
2 nd extension		\$300.00
Each additional extension		\$400.00
4. Review of Preliminary or Modified Drawings and Specifications:	\$64.00/hour (minimum 0.5 of an hour)	\$65.90/hour (minimum 0.5 of an hour)
5. Building Permit for a Demolition:		
Accessory building	\$61.90	\$63.75
Single and two-family dwelling including all accessory buildings on site	\$262.75	\$270.65
All other buildings and structures	\$656.75	\$676.45
6. Building Permit for Temporary Building or Structure:		
Per year from date of issue	\$462.00	\$475.85
7. Reinspection Fee:		
Where it has been determined by the Building Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work reinspection is necessary.		
1st reinspection	\$50.00	\$52.00
2nd reinspection	\$215.00	\$221.00
3rd reinspection	\$425.00	\$438.00
4th reinspection	\$850.00	\$876.00
5th reinspection	\$1,065.00 and thereafter	\$1,097.00 and thereafter
Reinspection Fees are subject to all applicable taxes		
8. Special Inspections:		
Special inspection fees are subject to all applicable taxes and must be approved by the Chief Building Inspector		
(a) For an inspection requested by the owner but not required by the Bylaw	\$82.10/hour or part thereof (\$82.10 minimum)	\$250.00 for the first hour or part thereof and \$84.55 for each additional hour or part thereof (\$250 minimum)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$461.70 plus \$118.00/hour or part thereof after	\$475.55 plus \$121.55/hour or part thereof after

BUILDING PERMIT AND INSPECTION FEES:	Current	Proposed
	the first four hours. Travel time included.	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	\$82.10/hour (\$82.10 min.)	\$84.55/hour (\$84.55 min.)
(d) For a special safety inspection following an electrical or gas disconnection	\$497.00	\$511.90
(e) Strata title subdivision application inspections	\$182.20	\$187.65
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	Fees shall be charged under Item 8, Special Inspections
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	\$100.00	\$103.00
11. File Research and Letter:		
Single family or two-family dwelling	\$100.00	\$103.00
All other buildings	\$150.00 per legal address	\$154.50 per legal address
12. Application for Alternative Solutions under the British Columbia Building Code:	\$473.20 for the first decision on a development and \$144.90 for each revision	\$487.40 for each alternative solution on a development and \$149.25 for each revision
13. Application for Heating System:	\$2.70 per 1,000 BTU's heating appliance input	\$2.80 per 1,000 BTU's heating appliance input
Fees based on maximum BTU input of the appliance with a minimum fee of 50,000 BTU's		
14. Application for Preliminary Plan Approval:		
(a) For signs	\$83.00	\$85.00
(b) For Comprehensive Sign Plans	\$228.00	\$235.00
(c) For Comprehensive Sign Plans for Master Plan Rezoning	--	\$930.00
(d) For all other development	\$2.25 per \$1,000 of estimated construction value, with a minimum of \$227.00	\$2.30 per \$1,000 of estimated construction value, with a minimum of \$235.00
(e) For each extension	\$136.45	\$141.00

BUILDING PERMIT AND INSPECTION FEES:	Current	Proposed
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	2.5% of fees payable (\$500.00 maximum)	No Change
16. Copies of departmental records or drawings	\$1.10 per page for copies 8.5 x 11 inches	\$1.15 per page for copies 8.5 x 11 inches
	\$5.35 per page for copies 11x17 inches or larger	\$5.50 per page for copies 11x17 inches or larger

Building Fees (Refund of Fees)

BUILDING PERMIT FEE REFUNDS:	
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 min. non-refundable \$100.00
(b) For all other applications	70% of Application Fee subject to a min. 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.	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.	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
7. All refunds will be paid to the owner or as directed by the owner.	No Change

Damage Deposits and Inspections Fees

ACTIVITY:	Inspection Fee		Damage Deposit	
	Current	Proposed	Current	Proposed
1. Single or Two Family Dwelling Construction:	\$80.00	No Change	\$2,000.00	No Change
2. Single or Two Family Dwelling Addition or Demolition:	\$80.00	No Change	\$1,000.00	No Change
3. Construction other than Single or Two Family Dwelling:	\$160.00	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:	\$105.00	No Change	\$5,000.00 for 15 m frontage \$30.00/m of frontage thereafter	No Change
5. Swimming Pool Installation:	\$80.00	No Change	\$1,500.00	No Change
6. Garage or Carport Construction:	\$80.00	No Change	\$1,000.00	No Change
7. Hydrant	\$30.00	REMOVE		
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	\$39.50	\$40.70
\$100.01 - \$250	\$52.70	\$54.30

ELECTRICAL PERMIT AND INSPECTION FEES:	Current	Proposed
\$250.01 - \$350	\$65.65	\$67.60
\$350.01 - \$500	\$78.85	\$81.20
\$500.01 - \$700	\$98.40	\$101.35
\$700.01 - \$1,000	\$118.65	\$122.20
\$1,001 - \$10,000	\$118.65 plus \$48.75/\$1,000 or part thereof over \$1,000	\$122.20 plus \$50.20/\$1,000 or part thereof over \$1,000
\$10,001 - \$50,000	\$557.40 plus \$26.40/\$1,000 or part thereof over \$10,000	\$574.00 plus \$27.20/\$1,000 or part thereof over \$10,000
\$50,001 - \$100,000	\$1,613.40 plus \$15.70/\$1,000 or part thereof over \$50,000	\$1662.00 plus \$16.15/\$1,000 or part thereof over \$50,000
\$100,001 - \$500,000	\$2,398.40 plus \$10.55/\$1,000 or part thereof over \$100,000	\$2,469.50 plus \$10.85/\$1,000 or part thereof over \$100,000
\$500,001 - \$1,500,000	\$6,618.40 plus \$8.90/\$1,000 or part thereof over \$500,000	\$6,809.50 plus \$9.15/\$1,000 or part thereof over \$500,000
\$1,500,001 and over	\$15,518.40 plus \$2.85/\$1,000 or part thereof over \$1,500,000	\$15,959.50 plus \$2.95/\$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)	\$157.00	\$161.70
4. Operating Permit For One Commercial or Industrial Plant or Establishment (Annual fee based on Service Capacity):	\$0.30/kVA Minimum \$179.20 Maximum \$2,657.80	\$0.31/kVA Minimum 600 kVA (\$186.00) Maximum 8700 kVA (\$2,697.00)
For each additional permit	\$179.20	\$186.00
5. Temporary Saw Service:	Fee based on value of electrical installation (Minimum \$78.85)	Fee based on value of electrical installation (Minimum \$81.20)
6. Review of Preliminary or Modified Drawings and Specifications:	\$64.00/hour (minimum 0.5 of	\$65.90/hour (minimum 0.5 of

ELECTRICAL PERMIT AND INSPECTION FEES:	Current	Proposed
	an hour)	an hour)
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 \$118.65)	(minimum \$122.20)
8. Permit Fee Refund:		
	Where no inspection 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.	Where no inspection has been performed under the permit, the refund will be 90% of the fee paid subject to a minimum non-refundable of \$150.00. No refunds will be given unless a written request is received by the Chief Building Inspector.
9. Permit Extension:	\$100.00	\$103.00
10. Signs:		
(a) Neon		
for first transformer	\$87.55	\$90.20
each for the next two transformers	\$57.95	\$59.70
each for the next two transformers	\$40.95	\$42.20
for each remaining transformer	\$29.55	\$30.45
(b) Fluorescent or light –emitting diode (LED)		
for first 15 AMP branch circuit or equivalent	\$87.55	\$90.20
each for the next two 15 AMP branch circuit or equivalent	\$57.95	\$59.70
each for the next two 15 AMP branch circuit or equivalent	\$40.95	\$42.20
for each remaining 15 AMP branch circuit or equivalent	\$29.55	\$30.45
(c) Other signs requiring electrical installation		
Calculated under section 2 of Appendix "A" based on the value of the electrical installation	(minimum \$98.40)	(minimum \$101.35)
11. Operating Permit for Special Event or Film Project:		
(a) One location, one project (includes filming in studio)		
0 - to 30 days	\$128.20	\$132.05
0 - to 60 days	\$226.30	\$233.10
0 - to 90 days	\$262.75	\$270.65

ELECTRICAL PERMIT AND INSPECTION FEES:	Current	Proposed
0 - to 180 days	\$352.60	\$363.20
0 - to 365 days	\$641.50	\$660.75
(b) Multi locations, one project Permit valid for maximum 365 days		
0 - to 30 days	\$98.85 per location (max. \$395.45)	\$101.80 per location (max. \$407.20)
0 - to 60 days	\$131.30 per location (max. \$525.15)	\$135.25 per location (max. \$541.00)
0 - to 90 days	\$167.10 per location (max. \$668.30)	\$172.10 per location (max. \$688.40)
0 - to 180 days	\$188.60 per location (max. \$754.25)	\$194.25 per location (max. \$777.00)
0 - to 365 days (annual permit)	\$1,637.75 any number of locations	\$1686.90 any number of locations
(c) Annual permit fee for film studio for repair and maintenance only	\$0.41 per kVA (minimum \$264.50) (maximum \$2,772.95)	\$0.42 per kVA Minimum 640 kVA (\$268.80) Maximum 6700 kVA (\$2,814.00)
12. Reinspection Fee:		
Where it has been determined by the Electrical Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work reinspection is required		
1st reinspection	\$50.00	\$52.00
2nd reinspection	\$215.00	\$221.00
3rd reinspection	\$425.00	\$438.00
4th reinspection	\$850.00	\$876.00
5th reinspection	\$1,065.00	\$1,097.00 and thereafter
Reinspection Fees are subject to all applicable taxes		
13. Special Inspections:		
Special Inspection Fees are subject to all applicable taxes		
(a) For an inspection requested by the owner or occupant but not required by the Bylaw	\$82.10/hour or part thereof (\$82.10 min.)	\$84.55/hour or part thereof (\$84.55 min.)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$461.70 plus \$118.00/hour or part thereof after the first four hours. Travel time included.	\$475.55 plus \$121.55/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,	\$82.10/hour (\$82.10 min.)	\$84.55/hour or part thereof

ELECTRICAL PERMIT AND INSPECTION FEES:	Current	Proposed
location outside the City limits, construction techniques or otherwise		(\$84.55 min.)
(d) Strata title subdivision application inspections	\$182.20	\$187.65
14. To Record a Change of Contractor for a Project:	\$100.00	\$103.00
15. Copies of departmental records or drawings	\$1.10 per page for copies 8.5 x 11 inches	\$1.15 per page for copies 8.5 x 11 inches
	\$5.35 per page for copies 11 x 17 inches or larger	\$5.50 per page for copies 11x17 inches or larger

Tree Permit Fees

TREE PERMIT FEES:	Current	Proposed
1. For the first protected tree included in an application for a tree cutting permit:	\$65.00	\$67.00
2. For the second and each subsequent protected tree included in an application for a tree cutting permit (per tree):	\$35.00	\$36.00
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;	\$265.00	\$273.00
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;	\$240.00	\$247.00
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.	\$195.00	\$201.00
4. Copies of departmental records or drawings	\$1.10 per page for copies 8.5 x 11 inches	\$1.15 per page for copies 8.5 x 11 inches
	\$5.35 per page for copies 11x17 inches or larger	\$5.50 per page for copies 11x17 inches or larger

Sewer Connection Permit Fees

SEWER CONNECTION PERMIT FEE:	Current	Proposed
For each sanitary sewer connection	\$ 80.00	No change
For each storm sewer connection	\$135.00	No change

For each combined sewer connection	\$135.00	No change
For the third and each subsequent inspection	\$ 55.00	No change