



Item
Meeting2017 August 28

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2017 August 23

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

SUBJECT: 2018 FEES FOR PLANNING AND BUILDING PERMITS, APPLICATIONS AND OTHER SERVICES

PURPOSE: To provide Council with recommendations for the Planning and Building Department's 2018 fees for various applications for cost recovery purposes.

RECOMMENDATIONS:

1. **THAT** Council approve the proposed fee adjustments and bylaw amendments, as outlined in this report.
2. **THAT** Council authorize the City Solicitor to bring forward a Planning and Building Fees Bylaw to consolidate all planning and building-related fees into one bylaw.
3. **THAT** Council authorize the City Solicitor to bring forward an amendment to the Burnaby Zoning Bylaw in respect to Rezoning and Preliminary Plan Approval application fees, as outlined in Section 2.2 of *Attachment 1*, and that the amendment bylaw be introduced and advanced to First Reading on 2017 August 28, and forwarded to a Public Hearing on 2017 September 19 at 7:00 pm.
4. **THAT** Council authorize the City Solicitor to bring forward an amendment bylaw to include sediment control permit and inspections fees in the Burnaby Watercourse Bylaw and to amend the Burnaby Bylaw Notice Enforcement Bylaw to impose penalties for failure to obtain a permit, as outlined in Section 6.3 of *Attachment 1*.
5. **THAT** Council authorize the City Solicitor to bring forward the necessary bylaw amendments to implement the consolidation of fees in the Planning and Building Fees Bylaw.

REPORT

The *Local Government Act* provides for the imposition of fees and charges for applications and various types of permits and services under Part 14 (Planning and Land Use Management), Division 2 (Responsibilities, Procedures, and Authorities), Section 462 (Fees related to applications and inspections) 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

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 From: Director Planning and Building
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electrical, plumbing and gas inspections; rezoning, strata titling and subdivision of land; and a variety of other Planning and Building services.

In May 1997, Council completed a comprehensive review of fees and directed staff to conduct an annual review fee report for each subsequent year to help ensure that fees recover the basic costs of City processes, works and services. 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 associated with each type of application, permit, service, or work is recovered.

Staff have completed the annual review of fees for 2018. *Attachment 1* and *Appendices A & B* outline the recommended adjustments with the City's projected operating costs and Consumer Price Index (CPI) for 2018 taken into consideration. Using the established fees as a benchmark, generally the Planning and Building Department's fees are proposed to increase by 2.20% to ensure cost recovery and a median fee position relative to other municipalities in the region with similar processes, services, and development conditions. As described in *Attachment 1*, some proposed fees have been adjusted further to more accurately reflect processing costs, while others have been maintained at current rates.

It is recommended that a new consolidated Planning and Building Fees Bylaw be established to streamline the annual fee review process and to improve fee information accessible to the public. It is also recommended that a bylaw to remove the Rezoning application fee schedule from the Burnaby Zoning Bylaw, be given First Reading on 2017 August 28 and advanced to the Public Hearing on 2017 September 19. All other fees and text amendments that are not part of the Burnaby Zoning Bylaw do not require presentation at a Public Hearing. Upon Council adoption of the recommendations of this report, staff will arrange for the introduction of the new Planning and Building Fees Bylaw and amendment bylaws to effect the proposed fee adjustments and remove the fee schedules from all affected bylaws. All fees will be implemented following Final Adoption of the new Planning and Building Fees Bylaw and related bylaw amendments, with an earliest effective date of 2018 January 01.


 Lou Pelletier, Director
 PLANNING AND BUILDING

JL:sla
Attachments

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

Attachment 1

**Review of Fees for 2018 for Planning and Building Permits,
Applications and Other 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.) 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 Department, Engineering Department, Fire Prevention Office, and Building Department, as well as, to some extent, by the RCMP, the Parks, Recreation and Cultural Services Department, Public Safety & Community Services Department (including Realty and Lands Division and 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 related services, is that the fee must not exceed the estimated average costs of processing, inspection, advertising and administration for the associated service. 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 with similar development conditions.

Appendices A & B outline the current and proposed schedules of fees in detail.

2.0 NEW PLANNING AND BUILDING FEES BYLAW**2.1 *Consolidation of all Planning and Building fees***

In order to streamline the annual fee review process with various departments and to improve fee information accessible to the public, it is recommended that all existing planning and building-related fees be consolidated into a new Planning and Building Fees Bylaw. Each fee in the new bylaw will make reference to the "parent" bylaw that regulates the activity or imposes the fee, except that the file research, archives and records fees contained in the various regulatory bylaws will be consolidated into one schedule and the proposed Planning and Building Fees Bylaw will be the "parent" bylaw for the purpose of imposing these fees.

2.2 *Bylaw Amendments to the Zoning Bylaw and Regulatory Bylaws*

Staff have reviewed the existing fee schedules in the Zoning Bylaw and each of the "parent" regulatory bylaws. It is recommended to remove the fee schedules from the relevant bylaws and, where necessary, amend or replace bylaw sections to clarify the imposition of some of the fees. The City Solicitor will review and bring forward the necessary bylaw amendments.

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The following is a summary of all existing planning and building-related fees that would be consolidated into the new Burnaby Planning and Building Fees Bylaw:

Fee	Appendix A	Existing "Parent" Bylaw
▪ Rezoning Application Fees	(Schedule A)	Zoning Bylaw
▪ Preliminary Plan Approval Application Fees	(Schedule B)	Building Bylaw
▪ Subdivision Application Fees	(Schedule C)	Subdivision Control Bylaw
▪ Liquor Licence Application Fees	(Schedule D)	Liquor Licence Application Fee Bylaw
▪ Building Permit and Inspection Fees (including Refund of Building Permit and Inspection Fees)	(Schedule E)	Building Bylaw
▪ Damage Deposits and Inspection Fees	(Schedule E)	Building Bylaw
▪ Electrical Permit and Inspection Fees	(Schedule F)	Electrical Bylaw
▪ Gas Permit and Inspection Fees	(Schedule G)	Gas Bylaw
▪ Plumbing Permit and Inspection Fees	(Schedule H)	Plumbing Bylaw
▪ Tree Permit Fees	(Schedule I)	Tree Bylaw
▪ File Research, Archives and Records Fees	(Schedule J)	Various bylaws

(a) Preliminary Plan Approval (PPA) Application Fees (Appendix A, Schedule B)

Preliminary Plan Approval (PPA) Application Fees, which are currently listed in the Schedule of Fees in the Building Bylaw, are more appropriately referenced in the Burnaby Zoning Bylaw Section 7.3 as this bylaw sets out the requirements for a PPA. The amendment to the Burnaby Zoning Bylaw to implement the proposed Planning and Building Fees Bylaw will include this change.

(b) File Research, Archives and Records Fees (Appendix A, Schedule J)

The following fees related to research, archives and records are currently used by both Planning and Buildings Departments, and can be found under several bylaws (eg. Subdivision Control Bylaw, Building Bylaw, and other sub-trade bylaws including electrical, gas, and plumbing). These fees will be consolidated and included as Schedule J of the new Planning and Building Fees Bylaw.

Fee	Existing "Parent" Bylaw
Land Title Search Fee	Building and Subdivision Control Bylaw
Comfort Letter Fee	Building Bylaw
Copies of Departmental Records or Drawings Fee	Building Bylaw and All sub-trade bylaws

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3.0 PLANNING DEPARTMENT FEES**3.1 Proposed 2018 Planning Fees (Appendix A, Schedule A to D)**

The proposed Planning Department fees are outlined as follows:

- Rezoning Application Fees (Schedule A)
- Preliminary Plan Approval (PPA) Application Fees (Schedule B)
- Subdivision Application Fees (Schedule C)
- Liquor Licence Application Fees (Schedule D)

Changes to the Burnaby Zoning Bylaw are needed in order to move the Rezoning and PPA application fees to the Burnaby Planning and Building Fees Bylaw. These changes will be presented at a Public Hearing after first reading of the Zoning Bylaw amendment. The bylaws implementing the other proposed changes to the Planning Department fees (eg. Subdivision and Liquor Licence applications) can be adopted without a Public Hearing, and will be presented to Council for consideration together with the other bylaw changes proposed in this report.

3.2 General 2.20% 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 approval services that are provided by the Planning Department. As outlined in *Appendix A*, an increase of 2.20% is generally proposed for Planning Department fees, with the following exceptions:

3.3 Rezoning Fees – Public Hearing and Area Plan Notification Signs (Schedule A)

The following fees associated with rezoning applications remain sufficient to recover processing time and costs; therefore, no change is proposed for 2018:

- **Public Hearing Fees**

In 2016, first and additional public hearing fees were increased from \$500 to \$1,000. It is recommended that this fee remain at its current rate.

- **Area Plan Notification Sign Fees**

As per Council adopted policy and as a condition of rezoning, developers are assessed \$250 for the required signage for new multiple family residential projects. It is recommended that this fee remain at its current rate.

3.4 Subdivision Application Associated Fees (Schedule C)

The following fees associated with subdivision applications remain sufficient to recover processing time and costs; therefore, no change is proposed for 2018, with annual review in the future:

• **Processing Fee for Development Cost Charges (DCC) Installments**

The processing fees for DCCs, paid on a one-third installment basis, were established in 2016. It is recommended that the \$750 per installment processing fee remain at its current rate.

• **Administration Fee – 1%**

The subdivision administration fee is collected in order to recover the costs associated with processing and reviewing compliance bonds for required works. It is recommended that this administration fee, equal to 1% of the estimated compliance bonding, remain at its current rate.

All Planning Department fees have been rounded to the nearest dollar, with the exception of the Preliminary Plan Approval “on construction value” fee (Schedule B), which has been rounded to the nearest \$0.05.

3.5 Proposed Violation Fine Revision to the Zoning Bylaw

As the City Solicitor reviewed the Zoning Bylaw through the bylaw amendment preparation process, the bylaw violation penalty references to the Offence Act in Section 7.7 were identified as being outdated. It is therefore recommended that the minimum and maximum fine amounts for the bylaw violations be increased to align with the fine amounts listed in the more up-to-date bylaws like the Building Bylaw and Tree Bylaw.

It is recommended that any person who violates any of the provisions of the Zoning Bylaw be liable to a fine of not less than Two Thousand (\$2,000.00) and not more than Ten Thousand (\$10,000.00) as permitted in the Community Charter.

4.0 BUILDING DEPARTMENT FEES

4.1 Proposed 2018 Building Fees (Appendix A, Schedule E to I)

The proposed Building Department fees are outlined as follows:

- Building Permit and Inspection Fees (Schedule E)
 - Refund of Fees
 - Damage Deposits and Inspection Fees
- Electrical Permit and Inspection Fees (Schedule F)
- Gas Permit and Inspection Fees (Schedule G)
- Plumbing Permit and Inspection Fees (Schedule H)
- Tree Permit Fees (Schedule I)

*Attachment 1**Re: Review of Fees for 2018 for Planning and Building
Permits, Applications and Other Services**2017 August 23 Page 5***4.2 General 2.20% Increase**

A fee increase of 2.20% is proposed for Building Department fees, with the following exceptions:

4.3 Building Permit and Inspection Fees (Schedule E)

- **Permit Extension**

Due to the adjustment made in 2017, which changed this fee from a three-tiered system to a four-tiered system with \$200.00 for the first extension, \$300.00 for the second extension, \$400.00 for the third extension and \$500 for each additional extension, no change is proposed for 2018.

- **Special Inspections**

Due to the adjustment made in 2013, which increased the base fee from \$82.10 to \$250, no change to the base fee is proposed for 2018. However, the general 2.20% increase is proposed for the supplemental hourly fee.

- **Damage Deposit and Inspection Fees**

Public works damage deposit and inspection fees 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. However, damage deposit amounts and related inspection fees are listed in the Building Bylaw as they relate to construction activity associated with building permits. The Engineering Department proposes the following in respect to damage deposits and inspection fees:

- **Damage Deposit Fees** – Damage deposit fees were significantly increased in 2016 to ensure remediation is completed quickly and appropriately, and due to this previous increase, no change is proposed for 2018.
- **Inspection Fees** – The Engineering Department proposes a general 2.20% increase, which is in line with the proposed Planning and Building general fee increases.
- **Resinspection Fees** – In order to reflect the cost of service for applicants resolving issues identified with initial inspections, the Engineering Department introduced resinspection fees similar to those currently collected for Building Permits and sub-trade permits in 2017. The Engineering Department proposes a general 2.20% increase, which is in line with the proposed Planning and Building general fee increases.

Fee increases for the Building Department 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: resinspection fees, permit

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extension fees, Preliminary Plan Approval (PPA) base fees and sign fees, minimum non-refundable amounts on Building Permits, Damage Deposits related fees, and Tree Permit fees.

4.4 Proposed Violation Fine Revisions to the Electrical, Gas, and Plumbing Bylaws

As the City Solicitor reviewed the sub-trade bylaws through the bylaw amendment preparation process, the bylaw violation fines for the sub-trade permits were identified as being outdated. It is therefore recommended that the minimum and maximum fine amounts for the following sub-trade permits be increased to align with the fine amounts listed in the more up-to-date bylaws like the Building Bylaw and Tree Bylaw.

- Electrical Bylaw Section 28
- Gas Bylaw Section 31(2)
- Plumbing Bylaw Section 16(2)

It is recommended that any person who violates any of the provisions of these sub-trade bylaws be liable to a fine of not less than Two Thousand (\$2,000.00) and not more than Ten Thousand (\$10,000.00) as permitted in the Community Charter.

5.0 PLANNING AND BUILDING FILE RESEARCH AND RECORDS FEES

5.1 Proposed 2018 File Research, Archives and Records Fees (Appendix A, Schedule J)

The proposed file research and records fees used by both the Planning and Building departments are outlined as follows:

- Land Title Search Fees
- Comfort Letter
- Copies of Departmental Records or Drawings

5.2 General 2.20% Increase

A fee increase of 2.20% is proposed for the Planning and Building file research and records fees, with the following exceptions:

5.3 Land Title Search Fees (Schedule J)

- **Land Title Search & Land Title Document and Plan Image Records**

The Land Title search fee (\$15.00 per search) and Land Title Document and Plan Image records fee (\$20.00 per search) were first introduced in 2015. These fees remain sufficient to recover the cost of land title related searches; therefore, no change is proposed for 2018.

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All Planning and Building File Research and Records fees have been rounded to the nearest dollar, with the exception of the electronic and paper copies of Departmental records or drawings, which has been rounded to the nearest \$0.05.

6.0 ENGINEERING DEPARTMENT FEES**6.1 *Proposed 2018 Engineering Fees (Appendix B)***

The proposed Engineering Department fees are outlined as follows:

- Sediment Control System Permit and Inspection Fees

6.2 *General 2.20% Increase*

A fee increase of 2.20% is proposed for the Engineering Department fees (specifically the Sediment Control Reinspection fees for the 3rd and each subsequent reinspections), with the following exceptions:

6.3 *Sediment Control System Permit and Inspection Fees (Appendix B)*

- **Sediment Control System Permit Fee**

In order to align with all other charges for Engineering inspection work, an adjustment was made in 2017, which the fee for sediment control system permit be charged at 4% of the estimated construction value of the sediment control system. This permit fee includes an initial and follow-up inspections. It is recommended by the Engineering Department that this fee remain at its current rate.

- **Bylaw Amendments to the Watercourse Bylaw and Bylaw Notice Enforcement Bylaw**

Sediment Control System Permit and Reinspection fees are collected by the City's Engineering Department as well as the review and inspection work undertaken. The Engineering Department proposes the following:

Sediment control system permit and related inspection fees are currently listed in the Schedule of Fees in the Building Bylaw. However, the Burnaby Watercourse Bylaw would be a more appropriate regulatory bylaw for referencing these fees for obtaining permit and imposing fees. Staff recommend amending the Burnaby Watercourse Bylaw to impose the permit requirement and fees, and amending the Bylaw Notice Enforcement Bylaw accordingly to impose a recommended penalty amount of \$300 for failure to obtain a permit.

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6.4 Sewer Connection Permit Fees (Appendix B)

• **Moving Sewer Connection Permit Fees Proposal to Engineering Annual Fee Review**

Sewer Connection Permit fees are also collected by the City’s Engineering Department. Engineering is looking at increasing these fees by more than the proposed 2.20% as the work undertaken by City staff does not account for additional work beyond private property lines or include cost recovery. Engineering Department wishes to undertake a more comprehensive review of these fees, therefore, it is appropriate to remove this fee schedule from the Planning and Building annual fee review going forward and include it as part of Engineering’s annual Sewer and Water Rate fees review which occurs in the Fall of each year.

All Engineering fees included in this report have been rounded to the nearest dollar.

In future years, it is noted that changes to all Planning, Building, and Engineering Department fee schedules will not require a presentation at a Public Hearing, but rather, the relevant bylaw amendments can be adopted by Council in the usual manner.



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REFUND OF BUILDING PERMIT AND INSPECTION FEES
DAMAGE DEPOSITS AND INSPECTION****SCHEDULE F – ELECTRICAL PERMIT AND INSPECTION****SCHEDULE G – GAS PERMIT AND INSPECTION****SCHEDULE H – PLUMBING PERMIT AND INSPECTION****SCHEDULE I – TREE PERMIT****SCHEDULE J - FILE RESEARCH, ARCHIVES AND RECORDS FEES**

SCHEDULE A – REZONING APPLICATION

Rezoning Application Fees Burnaby Zoning Bylaw 1965 Section 7.9

SCHEDULE OF REZONING APPLICATION FEES	Current (2017)	Proposed (2018)
▪ Rezoning Applications:		
(a) CD Rezoning with FAR less than 3.6, and Standard Rezoning		
First 1,700 m ² (18,299 sq.ft.) of site area or part thereof	\$2,320.00 <i>plus Public Hearing Fee</i>	\$2,371.00 <i>plus Public Hearing Fee</i>
Each additional 100 m ² (1,076 sq.ft.) of site area or part thereof	\$62.00	\$63.00
(b) Master Plan Rezoning		
First 40,000 m ² (430,556 sq.ft.) of site area or part thereof	\$205,500.00 <i>plus Public Hearing Fee</i>	\$210,021.00 <i>plus Public Hearing Fee</i>
Each additional 100 m ² (1,076 sq.ft.) of site area or part thereof	\$385.00	\$393.00
(c) CD Rezoning with FAR greater or equal to 3.6, and Master Plan Amendments		
(FAR means “floor area ratio” as defined in Burnaby Zoning Bylaw, 1965)		
First 8,000 m ² (86,111 sq.ft.) of site area and 3.6 FAR or part thereof	\$28,770.00 <i>plus Public Hearing Fee</i>	\$29,403.00 <i>plus Public Hearing Fee</i>
Each additional 100 m ² (1,076 sq.ft.) of site area or part thereof	\$370.00	\$378.00
Each additional 0.1 FAR or part thereof	\$370.00	\$378.00
▪ Administration of Servicing File:		
For a rezoning or Preliminary Plan Approval application that does not include a subdivision	\$1,112.00	\$1,136.00

SCHEDULE OF REZONING APPLICATION FEES	Current (2017)	Proposed (2018)
Where there is only one servicing requirement	\$539.00	\$551.00
▪ Public Hearing:		
(a) First Public Hearing	\$1,000.00	No Change
(b) Additional Public Hearing	\$1,000.00	No Change
▪ Area Plan Notification Sign	\$250.00	No Change

SCHEDULE B – PRELIMINARY PLAN APPROVAL (PPA) APPLICATION

**Preliminary Plan Approval and Development Permit Application Fees
 Burnaby Zoning Bylaw 1965
 Section 7.3(2)(b.1)**

SCHEDULE OF PPA APPLICATION FEES	Current (2017)	Proposed (2018)
▪ Preliminary Plan Approval (PPA) Applications:		
(a) For signs (per sign application)	\$134.00	\$137.00
(b) For Comprehensive Sign Plans	\$514.00	\$525.00
(c) For Integrated Comprehensive Sign Plans for Comprehensive Development rezoning or Master Plan rezoning	\$2,569.00	\$2,626.00
(d) For all other development:		
On estimated construction value (per \$1,000)	\$2.50	\$2.55
Minimum Fee	\$260.00	\$266.00
(e) For each extension	\$157.00	\$160.00

SCHEDULE C – SUBDIVISION APPLICATION

**Subdivision Application Fees
 Burnaby Subdivision Control Bylaw 1971
 Section 8**

SCHEDULE OF SUBDIVISION APPLICATION FEES	Current (2017)	Proposed (2018)
▪ Airspace Parcel Subdivision Application:		
(FAR means "floor area ratio" as defined in Burnaby Zoning Bylaw, 1965)		
(a) FAR of less than 2.0	\$11,387.00	\$11,638.00
(b) FAR of 2.0 or greater	\$17,079.00	\$17,455.00
▪ Strata Title Subdivision Application:		
(a) two-family and industrial/commercial conversions	\$686.00	\$701.00
(b) each additional industrial/commercial unit	\$39.00	\$40.00
(c) phased strata plan:		
First phase	\$1,194.00	\$1,220.00
Subsequent phases	\$156.00	\$159.00
Last phase	\$473.00	\$483.00
Amendment to Form P	\$86.00	\$88.00
▪ Subdivision Application other than Airspace Parcel and Strata Title Subdivision Applications:		
(a) Residential District subdivisions	\$5,000.00	\$5,110.00
(b) Multiple Family "s" District subdivisions	\$15,000.00	\$15,330.00
(c) All subdivisions other than Residential District and Multiple Family "s" District subdivisions	\$10,000.00	\$10,220.00
▪ Road Closure/Highway Exchange	\$2,337.00	\$2,388.00
▪ Tentative Approval Extension:		
(a) Single family subdivision	\$264.00	\$270.00

SCHEDULE OF SUBDIVISION APPLICATION FEES	Current (2017)	Proposed (2018)
(b) Other subdivisions and servicing for rezoning and PPAs	\$591.00	\$604.00
<ul style="list-style-type: none"> ▪ Personal Preference Address Change (No charge when included in application for subdivision) <i>Fees subject to all applicable taxes</i> 	\$775.00	\$792.00
<ul style="list-style-type: none"> ▪ Processing Fee for Development Cost Charges Installments: 		
(a) For first installment	\$750.00	No Change
(b) For each subsequent installment	\$750.00	No Change
<ul style="list-style-type: none"> ▪ Administration Fees: <i>Fees subject to all applicable taxes</i> 		
For processing and reviewing compliance bonds for required works (e.g. public walkways and improvements, private roads, tree replacement, landscaping, fencing, public art installations, etc.)	1% of estimated Compliance Bonding	No Change

SCHEDULE D – LIQUOR LICENCE APPLICATION

**Liquor Licence Application Fees
Burnaby Liquor Licence Application Fee Bylaw 2001
Section 2**

SCHEDULE OF LIQUOR LICENCE APPLICATION FEES	Current (2017)	Proposed (2018)
▪ Liquor Licence Applications:		
New licence or location	\$849.00	\$868.00
Amendments to existing liquor licences	\$432.00	\$442.00

SCHEDULE E – BUILDING PERMIT AND INSPECTION

**Building Permit and Inspection Fees
Burnaby Building Bylaw 2016**

SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
Section 9(2)(b)	▪ Application for a Building Permit:		
	For all building permit applications	20% of estimated Building Permit Fee, subject to a minimum of \$60.75 and a maximum of \$6,735.95	20% of estimated Building Permit Fee, subject to a minimum of \$62.10 and a maximum of \$6,884.15
Section 14(1)	▪ Building Permit:		
	Value of Construction:		
	\$0 to \$1,000	\$60.75	\$62.10
	\$1,001 to \$20,000	\$60.75 plus \$17.95/\$1,000 or part thereof over \$1,000	\$62.10 plus \$18.35/\$1,000 or part thereof over \$1,000
	\$20,001 to \$200,000	\$401.80 plus \$12.40/\$1,000 or part thereof over \$20,000	\$410.75 plus \$12.65/\$1,000 or part thereof over \$20,000
	\$200,001 and over	\$2,633.80 plus \$10.65/\$1,000 or part thereof over \$200,000	\$2,687.75 plus \$10.90/\$1,000 or part thereof over \$200,000
Section 14(1)	▪ Building Permit for a Demolition:		
	(a) Accessory building (when demolished separately from single- and two-family homes, or when the accessory building is associated with other building types)	\$70.50	\$72.05

SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
	(b) Single-family or two-family home (fee includes accessory buildings, if the accessory buildings are being demolished at the same time)	\$299.15	\$305.75
	(c) Principal buildings and structures other than single- and two-family homes	\$747.75	\$764.20
Section 14(1)	Building Permit for Temporary Building or Structure:		
	Per year from date of issue	\$526.05	\$537.60
Section 14(1)	Application for Forced Air Heating System:		
	Fees based on maximum BTU input of the appliance with a minimum fee based on 50,000 BTU's	\$3.05 per 1,000 BTU's heating appliance input	\$3.10 per 1,000 BTU's heating appliance input
Section 10(1)	Application for Alternative Solutions under the British Columbia Building Code <i>Fees subject to all applicable taxes</i>		
		\$538.80 for each alternative solution on a development and \$164.95 for each revision	\$550.65 for each alternative solution on a development and \$168.60 for each revision
Section 11(4)	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 amount.	2.5% of fees payable (\$500.00 max.)	No Change
Section 14(7)	Review of Preliminary or Modified Drawings and Specifications <i>Review Fees subject to all applicable taxes</i>		
		\$72.85/hour (minimum 0.5 of an hour)	\$74.45/hour (minimum 0.5 of an hour)
Section 4(6)	Permit Transfer or Assignment Fee:		
	For the transfer or assignment of a building permit or to record a change of contractor for a project	\$113.90	\$116.40

SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
Section 19(4)	Permit Extension:		
	1st extension	\$200.00	No Change
	2nd extension	\$300.00	No Change
	3rd extension	\$400.00	No Change
	Each additional extension	\$500.00	No Change
Section 14(8)	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. <i>Reinspection Fees subject to all applicable taxes.</i>		
	1st reinspection	\$57.00	\$58.00
	2nd reinspection	\$246.00	\$251.00
	3rd reinspection	\$484.00	\$495.00
	4th reinspection	\$968.00	\$989.00
	5th reinspection and thereafter	\$1,212.00	\$1,239.00
Section 14(9)	Special Inspections: <i>Special Inspection Fees subject to all applicable taxes and must be approved by the Chief Building Inspector.</i>		
Section 14(9)(a)	(a) For an inspection outside the hours during which the offices of the City Hall are normally open	\$525.70 plus \$134.35/hour or part thereof after the first four hrs. Travel time incl.	\$537.25 plus \$137.30/hour or part thereof after the first four hrs. Travel time incl.

SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
Section 14(9)(b)	(b) For a voluntary inspection (including Provisional Occupancy) requested by the owner, occupant, or contractor during City normal business hours to establish the condition of a building or structure	\$250.00 for the first hour or part thereof and \$93.45 for each additional hour or part thereof (\$250.00 minimum)	\$250.00 for the first hour or part thereof and \$95.50 for each additional hour or part thereof (\$250.00 minimum)
Section 14(9)(c)	(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	\$93.45/hour or part thereof (\$93.45 minimum)	\$95.50/hour or part thereof (\$95.50 minimum)
Section 14(9)(d)	(d) Strata title subdivision application inspections	\$207.45	\$212.00
Section 26(1)(a)	(e) For a special safety inspection following an electrical or gas disconnection	\$565.85	\$578.30
Section 14(10)	Occupant Load: <i>Fee subject to all applicable taxes</i>		
	For confirming occupant load for liquor licence related purposes	\$200.00	\$204.40

**Refund of Building Permit and Inspection Fees
 Burnaby Building Bylaw 2016**

SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES (REFUND OF FEES)		Current (2017)	Proposed (2018)
Section 14(5) & (6)	<p>▪ Building Permit Application Fee Refund where plan checking has not commenced:</p> <p><i>There will be no refund of any portion of the application fee once the plan checking has been started.</i></p>		
	(a) For single- or two-family dwellings, including renovations, additions and accessory buildings	70% of Application Fee subject to a minimum non-refundable amount of \$154.00	70% of Application Fee subject to a minimum non-refundable amount of \$157.00
	(b) For all other applications	70% of Application Fee subject to a minimum non-refundable amount of \$154.00	70% of Application Fee subject to a minimum non-refundable amount of \$157.00
Section 14(6)	<p>▪ Building Permit Fee Refund where construction has not commenced, no inspection has been made and a permit has not been extended or expired</p>	Refund equals 90% of the difference between the Building Permit Fee and the Building Permit Application Fee subject to a minimum non-refundable amount of \$308.00	Refund equals 90% of the difference between the Building Permit Fee and the Building Permit Application Fee subject to a minimum non-refundable amount of \$315.00

SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES (REFUND OF FEES)		Current (2017)	Proposed (2018)
Section 14(6)	<ul style="list-style-type: none"> ▪ 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 amount of \$308.00	70% of the Permit Fee subject to a minimum non-refundable amount of \$315.00

**Damage Deposits and Inspection Fees
Burnaby Building Bylaw 2016**

SCHEDULE OF DAMAGE DEPOSITS AND INSPECTION FEES		Current (2017)	Proposed (2018)
Section 16(2)(d)	<p>▪ Damage Deposit:</p> <p><i>No interest is payable on damage deposits paid to or held by the City</i></p>		
	(a) Single- or Two-Family Dwelling Construction	\$4,000.00	No Change
	(b) Single- or Two-Family Dwelling Addition or Demolition	\$3,000.00	No Change
	(c) Construction other than Single- or Two-Family Dwelling	\$10,000.00 for 15 m frontage and \$60.00/m of frontage thereafter	No Change
	(d) Demolition other than Single- or Two-Family Dwelling	\$10,000.00 for 15 m frontage and \$60.00/m of frontage thereafter	No Change
	(e) Swimming Pool Installation	\$3,000.00	No Change
	(f) Construction of Carport or Garage	\$2,000.00	No Change
Section 16(2)(e)	<p>▪ Inspection Fee:</p>		
	(a) Single- or Two-Family Dwelling Construction	\$91.00	\$93.00
	(b) Single- or Two-Family Dwelling Addition or Demolition	\$91.00	\$93.00
	(c) Construction other than Single- or Two-Family Dwelling	\$183.00	\$187.00
	(d) Demolition other than Single- or Two-Family Dwelling	\$120.00	\$123.00
	(e) Swimming Pool Installation	\$91.00	\$93.00

SCHEDULE OF DAMAGE DEPOSITS AND INSPECTION FEES		Current (2017)	Proposed (2018)
	(f) Construction of Carport or Garage	\$91.00	\$93.00
Section 16(2)(e)	<p>▪ Reinspection Fee (for 3rd and each subsequent reinspection):</p> <p>Where it has been determined by the assigned Engineering Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work reinspection is required</p> <p><i>Reinspection Fees subject to all applicable taxes</i></p>		
	(a) Single- or Two-Family Dwelling Construction	\$91.00	\$93.00
	(b) Single- or Two-Family Dwelling Addition or Demolition	\$91.00	\$93.00
	(c) Construction other than Single- or Two-Family Dwelling	\$183.00	\$187.00
	(d) Demolition other than Single- or Two-Family Dwelling	\$120.00	\$123.00
	(e) Swimming Pool Installation	\$91.00	\$93.00
	(f) Construction of Carport or Garage	\$91.00	\$93.00

SCHEDULE F – ELECTRICAL PERMIT AND INSPECTION

**Electrical Permit and Inspection Fees
 Burnaby Electrical Bylaw 1974**

SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
Section 22(1)(a)	<p>▪ Electrical Installations for New One- and Two-Family Detached Dwellings:</p>		
	(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	Fees shall be charged under Electrical Installations Other Than New One- and Two-Family Detached Dwellings. (Minimum \$250.00 job value)	No Change
Section 22(1)(a)	<p>▪ Electrical Installations Other Than New One- and Two-Family Detached Dwellings:</p> <p>Fee based on value of electrical installation including materials and labour</p> <p><i>Plus Temporary Current Permit where applicable</i></p>		
	Value of Electrical Installation (as approved by Electrical Inspector):		
	\$100 or less	\$45.00	\$46.00
	\$100.01 - \$250	\$60.00	\$61.30
	\$250.01 - \$350	\$74.75	\$76.40
	\$350.01 - \$500	\$89.80	\$91.80
	\$500.01 - \$700	\$112.05	\$114.50

SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
	\$700.01 - \$1,000	\$135.10	\$138.05
	\$1,000.01 - \$10,000	\$135.10 plus \$55.50/\$1,000 or part thereof over \$1,000	\$138.05 plus \$56.70/\$1,000 or part thereof over \$1,000
	\$10,000.01 - \$50,000	\$634.60 plus \$30.10/\$1,000 or part thereof over \$10,000	\$648.35 plus \$30.75/\$1,000 or part thereof over \$10,000
	\$50,000.01 - \$100,000	\$1,838.60 plus \$17.85/\$1,000 or part thereof over \$50,000	\$1,878.35 plus \$18.25/\$1,000 or part thereof over \$50,000
	\$100,000.01 - \$500,000	\$2,731.10 plus \$11.95/\$1,000 or part thereof over \$100,000	\$2,790.85 plus \$12.20/\$1,000 or part thereof over \$100,000
	\$500,000.01 - \$1,500,000	\$7,511.10 plus \$10.15/\$1,000 or part thereof over \$500,000	\$7,670.85 plus \$10.35/\$1,000 or part thereof over \$500,000
	\$1,500,000.01 and over	\$17,661.10 plus \$3.20/\$1,000 or part thereof over \$1,500,000	\$18,020.85 plus \$3.25/\$1,000 or part thereof over \$1,500,000
Section 22(1)(a)	<ul style="list-style-type: none"> ▪ Temporary Saw Service 	Fees shall be charged under Electrical Installations Other Than New One- and Two-Family Detached Dwellings. (Minimum \$89.80)	Fees shall be charged under Electrical Installations Other Than New One- and Two-Family Detached Dwellings. (Minimum \$91.80)

SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
Section 22(1)(a)	<ul style="list-style-type: none"> ▪ Permit Fee to Record Work Done Without Permit and Inspection <p>Where electrical work has been carried out without a permit and a permit is accepted to approve and inspect the work after the fact, the fee shall be calculated under Electrical Installations based on the value of the electrical installation as estimated by the Chief Building Inspector at the time of application for the electrical permit</p>	Minimum \$135.10	Minimum \$138.05
Section 22(1)(a)	<ul style="list-style-type: none"> ▪ Temporary Current Permit (not required for one- or two-family dwelling) 	\$178.80	\$182.75
Section 22(1)(a)	<ul style="list-style-type: none"> ▪ Operating Permit for One Commercial or Industrial Plant or Establishment: 		
	(a) Annual fee based on service capacity	\$0.35 per kVA Minimum 600 kVA (\$210.00) Maximum 8700 kVA (\$3,045.00)	\$0.36 per kVA Minimum 600 kVA (\$216.00) Maximum 8700 kVA (\$3,132.00)
	(b) For each additional permit	\$210.00	\$216.00
Section 22(1)(a)	<ul style="list-style-type: none"> ▪ Operating Permit for Special Event or Film Project: 		
	(a) One location, one project (includes filming in studio):		
	0 to 30 days	\$146.00	\$149.20
	0 to 60 days	\$257.70	\$263.35
	0 to 90 days	\$299.15	\$305.75
	0 to 180 days	\$401.50	\$410.35
	0 to 360 days	\$730.40	\$746.45
	(b) Multi locations, one project Permit valid for maximum 365 days:		

SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
	0 to 30 days	\$112.50 per location (maximum \$450.00)	\$115.00 per location (maximum \$460.00)
	0 to 60 days	\$149.50 per location (maximum \$598.00)	\$152.80 per location (maximum \$611.20)
	0 to 90 days	\$190.25 per location (maximum \$761.00)	\$194.45 per location (maximum \$777.80)
	0 to 180 days	\$214.75 per location (maximum \$859.00)	\$219.45 per location (maximum \$877.80)
	0 to 360 days (annual permit)	\$1,864.75, any number of locations	\$1,905.75, any number of locations
	(c) Annual permit fee for film studio for repair and maintenance only	\$0.46 per kVA Minimum 640 kVA (\$294.40) Maximum 6700 kVA (\$3,082.00)	\$0.47 per kVA Minimum 640 kVA (\$300.80) Maximum 6700 kVA (\$3,149.00)
Section 22(1)(a)	▪ Signs:		
	(a) Neon:		
	For first transformer	\$99.65	\$101.85
	Each for the next two transformers	\$66.00	\$67.45
	Each for the next two transformers	\$46.65	\$47.70
	For each remaining transformer	\$33.65	\$34.40
	(b) Fluorescent or light – emitting diode (LED):		

SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
	For first 15 AMP branch circuit or equivalent	\$99.65	\$101.85
	Each for the next two 15 AMP branch circuit or equivalent	\$66.00	\$67.45
	Each for the next two 15 AMP branch circuit or equivalent	\$46.65	\$47.70
	For each remaining 15 AMP branch circuit or equivalent	\$33.65	\$34.40
	(c) Other signs requiring electrical installation:	Fees shall be charged under Electrical Installations Other Than New One- and Two-Family Detached Dwellings. (Minimum \$112.05)	Fees shall be charged under Electrical Installations Other Than New One- and Two-Family Detached Dwellings. (Minimum \$114.50)
Section 22(3)(a)	<ul style="list-style-type: none"> ▪ Review of Preliminary or Modified Drawings and Specifications <i>Review Fees subject to all applicable taxes</i>	\$72.85/hour (minimum 0.5 of an hour)	\$74.45/hour (minimum 0.5 of an hour)
Section 22(3)(b)	<ul style="list-style-type: none"> ▪ Permit Transfer or Assignment Fee For the transfer or assignment of an electrical permit and to record a change of contractor for a project	\$113.90	\$116.40
Section 22(3)(c)	<ul style="list-style-type: none"> ▪ Permit Extension 	\$113.90	\$116.40

SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
Section 22(3)(d)	<p>▪ Reinspection Fee:</p> <p>Where it has been determined by the Electrical Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work reinspection is required</p> <p><i>Reinspection Fees subject to all applicable taxes</i></p>		
	1st reinspection	\$57.00	\$58.00
	2nd reinspection	\$246.00	\$251.00
	3rd reinspection	\$484.00	\$495.00
	4th reinspection	\$968.00	\$989.00
	5th reinspection and thereafter	\$1,212.00	\$1,239.00
Section 22(3)(e)	<p>▪ Special Inspections:</p> <p><i>Special Inspection Fees subject to all applicable taxes and must be approved by the Chief Building Inspector.</i></p>		
Section 22(3)(e)(i)	(a) For an inspection outside the hours during which the offices of the City Hall are normally open	\$525.70 plus \$134.35/hour or part thereof after the first four hrs. Travel time incl.	\$537.25 plus \$137.30/hour or part thereof after the first four hrs. Travel time incl.
Section 22(3)(e)(ii)	(b) For a voluntary inspection (including Provisional Occupancy) requested by the owner, occupant, or contractor during City normal business hours to establish the condition of a building or structure	\$93.45/hour or part thereof (\$93.45 minimum)	\$95.50/hour or part thereof (\$95.50 minimum)
Section 22(3)(e)(iii)	(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	\$93.45/hour or part thereof (\$93.45 minimum)	\$95.50/hour or part thereof (\$95.50 minimum)

SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
Section 22(3)(e)(iv)	(d) Strata title subdivision application inspections	\$207.45	\$212.00
Section 22(4)	▪ Permit Fee Refund	90% of the fee paid subject to a minimum non-refundable amount of \$154.00.	90% of the fee paid subject to a minimum non-refundable amount of \$157.00.

SCHEDULE G – GAS PERMIT AND INSPECTION

Gas Permit and Inspection Fees Burnaby Gas Bylaw 1978

SCHEDULE OF GAS PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
Section 10	Gas Installations in Single- and Two-Family Dwellings:		
	(a) For each appliance:		
	For first appliance	\$55.00	\$56.20
	For each additional appliance	\$30.00	\$30.65
	(b) For each vent installation:		
	For first vent	\$55.00	\$56.20
	For each additional vent	\$30.00	\$30.65
	(c) House Piping only - no appliance installed:		
	For the first 30 m of piping or portion thereof	\$51.80	\$52.95
	For each additional 30 m of piping or portion thereof	\$29.80	\$30.45
Section 10	Gas Installations in Commercial, Industrial, Institutional or Multi-family:		
	(a) For each appliance with input of:		
	(i) 30 kW (102,000 BTU/Hr) or less		
	For first appliance	\$53.85	\$55.05
	For each additional appliance	\$44.35	\$45.35
	(ii) 31 to 120 kW (103,000 to 409,000 BTU/Hr)		
	(b) For piping only:		
	First 30 m or less	\$52.95	\$54.10
	Each additional 30 m or part thereof	\$37.60	\$38.45
	(c) For each vent installation (no appliance)		
		\$52.95	\$54.10
	(d) Laboratory equipment:		
	For each 200,000 BTU's or part thereof in a room	\$75.45	\$77.10

SCHEDULE OF GAS PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
Section 10(3)(a)	<ul style="list-style-type: none"> ▪ Review of Preliminary or Modified Drawings and Specifications <p><i>Review Fees subject to all applicable taxes</i></p>	\$72.85/hour (minimum 0.5 of an hour)	\$74.45/hour (minimum 0.5 of an hour)
Section 10(3)(b)	<ul style="list-style-type: none"> ▪ Permit Transfer or Assignment Fee <p>For the transfer or assignment of a gas permit and to record a change of contractor for a project</p>	\$113.90	\$116.40
Section 10(3)(c)	<ul style="list-style-type: none"> ▪ Permit Extension 	\$113.90	\$116.40
Section 10(3)(d)	<ul style="list-style-type: none"> ▪ Reinspection Fee: <p>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</p> <p><i>Reinspection Fees subject to all applicable taxes</i></p>		
	1st reinspection	\$57.00	\$58.00
	2nd reinspection	\$246.00	\$251.00
	3rd reinspection	\$484.00	\$495.00
	4th reinspection	\$968.00	\$989.00
	5th reinspection and thereafter	\$1,212.00	\$1,239.00
Section 10(3)(e)	<ul style="list-style-type: none"> ▪ Special Inspections: <p><i>Special Inspection Fees subject to all applicable taxes and must be approved by the Chief Building Inspector.</i></p>		
Section 10(3)(e)(i)	(a) For an inspection outside the hours during which the offices of the City Hall are normally open	\$525.70 plus \$134.35/hour or part thereof after the first four hrs. Travel time incl.	\$537.25 plus \$137.30/hour or part thereof after the first four hrs. Travel time incl.

SCHEDULE OF GAS PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
Section 10(3)(e)(ii)	(b) For a voluntary inspection (including Provisional Occupancy) requested by the owner, occupant, or contractor during City normal business hours to establish the condition of a building or structure	\$93.45/hour or part thereof (\$93.45 minimum)	\$95.50/hour or part thereof (\$95.50 minimum)
Section 10(3)(e)(iii)	(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	\$93.45/hour or part thereof (\$93.45 minimum)	\$95.50/hour or part thereof (\$95.50 minimum)
Section 10(3)(e)(iv)	(d) Strata title subdivision application inspections	\$207.45	\$212.00
Section 10B	▪ Permit Fee Refund	90% of the fee paid subject to a minimum non-refundable amount of \$154.00.	90% of the fee paid subject to a minimum non-refundable amount of \$157.00.

SCHEDULE H – PLUMBING PERMIT AND INSPECTION

Plumbing Permit and Inspection Fees Burnaby Plumbing Bylaw 2000

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
Section 8(3)	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	\$55.00 for the first fixture and \$30.00 for each additional fixture	\$56.20 for the first fixture and \$30.65 for each additional fixture
	For each backflow protection device 4 inches or greater in size	\$149.55	\$152.85
	For the removal of each fixture and the capping off of piping	\$55.00 for the first fixture removed and \$13.70 for each additional fixture removed	\$56.20 for the first fixture removed and \$14.00 for each additional fixture removed
Section 8(3)	Replacement of Building Water Pipe: For the removal and replacement of existing pipe		
	(a) in multi-family residential buildings, hotels and motels (each unit)	\$26.60	\$27.20
	(b) in all other buildings:		
	For the first 30 m of piping or portion thereof	\$89.85	\$91.85
For each additional 30 m of piping or portion thereof	\$52.35	\$53.50	

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
Section 8(3)	<ul style="list-style-type: none"> ▪ Interceptors For the installation of a catch basin, sump, oil interceptor, manhole or trench drain	\$37.60 per unit	\$38.45 per unit
Section 8(3)	<ul style="list-style-type: none"> ▪ 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	\$51.75	\$52.90
	For each additional 30 m of piping or portion thereof	\$29.80	\$30.45
Section 8(3)	<ul style="list-style-type: none"> ▪ Application for Hydronic Heating Permits 		
	Fees based on maximum BTU input of the appliance with a minimum fee of 50,000 BTU's	\$3.05 per 1,000 BTU's heating appliance input	\$3.10 per 1,000 BTU's heating appliance input
Section 8(3)	<ul style="list-style-type: none"> ▪ Building Fire Protection: For the installation or relocation of the following:		
	First sprinkler head	\$77.75	\$79.45
	Each additional sprinkler head	\$2.65	\$2.70
	Each fire pump test header	\$37.60	\$38.45
	First siamese connection, hose cabinet, hose outlet, wet/dry outlet or standpipe	\$37.60	\$38.45
	Each additional siamese connection, hose cabinet, hose outlet, wet/dry outlet or standpipe	\$25.05	\$25.60
	<i>(Note: the second and subsequent fixtures do not have to be the same as the first fixture to qualify for the discount)</i>		

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
	For the installation or alteration of any above ground fire suppression piping where no fixtures are involved:		
	Each 30 m or portion thereof	\$37.60	\$38.45
Section 8(3)	Site Fire Protection: For the installation of underground fireline or hydrants		
	Each 30 m or portion thereof	\$37.60	\$38.45
	Each fire hydrant	\$29.95	\$30.60
Section 8(22)(a)	Review of Preliminary or Modified Drawings and Specifications <i>Review Fees subject to all applicable taxes</i>	\$72.85/hour (minimum 0.5 of an hour)	\$74.45/hour (minimum 0.5 of an hour)
Section 8(14)	Permit Transfer or Assignment Fee For the transfer or assignment of a plumbing permit and to record a change of contractor for a project	\$113.90	\$116.40
Section 8(17)	Permit Extension	\$113.90	\$116.40
Section 8(22)(b)	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 <i>Reinspection Fees subject to all applicable taxes</i>		
	1st reinspection	\$57.00	\$58.00
	2nd reinspection	\$246.00	\$251.00
	3rd reinspection	\$484.00	\$495.00
	4th reinspection	\$968.00	\$989.00
	5th reinspection and thereafter	\$1,212.00	\$1,239.00

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES		Current (2017)	Proposed (2018)
Section 8(22)	<p>▪ Special Inspections:</p> <p><i>Special Inspection Fees subject to all applicable taxes and must be approved by the Chief Building Inspector.</i></p>		
Section 8(22)(i)	(a) For an inspection outside the hours during which the offices of the City Hall are normally open	\$525.70 plus \$134.35/hour or part thereof after the first four hrs. Travel time incl.	\$537.25 plus \$137.30/hour or part thereof after the first four hrs. Travel time incl.
Section 8(22)(ii)	(b) For a voluntary inspection (including Provisional Occupancy) requested by the owner, occupant, or contractor during City normal business hours to establish the condition of a building or structure	\$93.45/hour or part thereof (\$93.45 minimum)	\$95.50/hour or part thereof (\$95.50 minimum)
Section 8(22)(iii)	(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	\$93.45/hour or part thereof (\$93.45 minimum)	\$95.50/hour or part thereof (\$95.50 minimum)
Section 8(22)(iv)	(d) Strata title subdivision application inspections	\$207.45	\$212.00
Section 8(20)	▪ Permit Fee Refund	90% of the fee paid subject to a minimum non-refundable amount of \$154.00.	90% of the fee paid subject to a minimum non-refundable amount of \$157.00.

SCHEDULE I – TREE PERMIT

Tree Permit Fees
Burnaby Tree Bylaw 1996
Section 5(1)(a)

SCHEDULE OF TREE PERMIT FEES	Tree Cutting Fee (based on protected trees removed)		Maximum Fee	
	Current (2017)	Proposed (2018)	Current (2017)	Proposed (2018)
▪ Tree Permit Fees:				
A. No Development Application:				
(i) residential lot	\$76.00 per tree	\$78.00 per tree	\$539.00	\$551.00
(ii) site other than residential lot	\$76.00 per tree	\$78.00 per tree	\$539.00	\$551.00
B. Development Application Pending:				
(i) residential lot	\$162.00 per tree	\$166.00 per tree	\$1,079.00	\$1,103.00
(ii) site other than residential lot:				
(a) site area up to 1,000 m ² (10,764 sq.ft.)	\$647.00 base fee plus \$162.00 per tree	\$661.00 base fee plus \$166.00 per tree	\$1,079.00	\$1,103.00
(b) site area greater than 1,000 m ² (10,764 sq.ft.) or equal to 5,000 m ² (53,820 sq.ft.)	\$1,295.00 base fee plus \$162.00 per tree	\$1,323.00 base fee plus \$166.00 per tree	\$5,392.00	\$5,511.00
(c) site area greater than 5,000 m ² (53,820 sq.ft.) or equal to 10,000 m ² (107,640 sq.ft.)	\$1,941.00 base fee plus \$162.00 per tree	\$1,984.00 base fee plus \$166.00 per tree	\$5,392.00	\$5,511.00
(d) site area greater than 10,000 m ² (107,640 sq.ft.) or equal to 20,000 m ² (215,280 sq.ft.)	\$2,588.00 base fee plus \$162.00 per tree	\$2,645.00 base fee plus \$166.00 per tree	\$10,785.00	\$11,022.00

SCHEDULE OF TREE PERMIT FEES		Tree Cutting Fee (based on protected trees removed)		Maximum Fee	
		Current (2017)	Proposed (2018)	Current (2017)	Proposed (2018)
(e) site area greater than 20,000 m ² (215,280 sq.ft.)		\$3,236.00 base fee plus \$162.00 per tree	\$3,307.00 base fee plus \$166.00 per tree	\$10,785.00	\$11,022.00
			Current (2017)	Proposed (2018)	
Section 13(5)	▪ Payment to Civic Tree Reserve Fund		\$539.00 per tree	\$551.00 per tree	
Section 7(a)(i)	▪ Minimum Security for Tree Replacement		\$863.00	\$882.00	

SCHEDULE J – FILE RESEARCH, ARCHIVES AND RECORDS FEES

Land Title Search Fees:

	Current (2017)	Proposed (2018)
(a) Land Title search	\$15.00 per search	No Change
(b) Land Title Document and Plan Image records	\$20.00 per search	No Change

File Research & Image Reproduction Fees:

	Current (2017)	Proposed (2018)
▪ Comfort Letter: <i>Fees subject to all applicable taxes</i>		
(a) Single-family or two-family dwelling	\$114.00	\$117.00
(b) All other buildings	\$171.00 per legal address	\$175.00 per legal address
▪ Copies of Departmental Records or Drawings <i>Fees subject to all applicable taxes</i>		
(a) File Research	\$25.00	\$26.00
(b) Electronic copies	\$2.10 per image	\$2.15 per image
(c) Paper copies (size 8.5x11 inches)	\$3.45 per page	\$3.55 per page
(d) Paper copies (size 11x7 inches or larger)	\$8.20 per page	\$8.40 per page

Proposed 2018 Engineering Fees:

Sediment Control System Permit and Inspection Fees
Burnaby Watercourse Bylaw 1988
Section 9(2) and Schedule "A"

SCHEDULE OF SEDIMENT CONTROL SYSTEM PERMIT AND INSPECTION FEES	Current (2017)	Proposed (2018)		
<p>▪ Sediment Control System Permit:</p> <p>Sediment Control System Permit (including 1st and 2nd inspections)</p>			4% of estimated sediment control system construction value	No Change
<p>▪ Sediment Control Reinspection Fee (for 3rd and each subsequent reinspection):</p> <p>Where it has been determined by the assigned Engineering Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work reinspection is required</p> <p><i>Reinspection Fees subject to all applicable taxes</i></p>				
3rd inspection	\$250.00	\$256.00		
4th inspection and thereafter	\$350.00	\$358.00		

Sewer Connection Permit Fees
Burnaby Sewer Connection Bylaw 1961

SCHEDULE OF SEWER CONNECTION PERMIT FEES	Current (2017)	Proposed (2018)	
Section 5	<p>▪ Sewer Connection Permit:</p>		
	(a) For each sanitary sewer connection	\$91.00	-
	(b) For each storm sewer connection	\$155.00	-
	(c) For each combined sewer connection	\$155.00	-
Section 15(2)	(d) For the 3rd and each subsequent inspection	\$62.00	-