

# CORPORATION OF THE CITY OF NEW WESTMINSTER



## DEVELOPMENT SERVICES FEES AND RATES BYLAW NO. 7683, 2014

EFFECTIVE DATE: November 3, 2014

CONSOLIDATED FOR CONVENIENCE ONLY  
(September 24, 2019)

This is a consolidation of the bylaws listed below. The amendment bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws on this subject.

<u>AMENDMENT BYLAW</u>	<u>EFFECTIVE DATE</u>
7790, 2015 (Schedule A, B, C & D)	January 1, 2016
7826, 2016 (Schedule C)	April 18, 2016
7852, 2016 (S. 7, App. 3, App. 5)	July 4, 2016
7869, 2016 (Delete S. 7, Replace Sch. A, B, C, D, Delete Sch. E)	January 1, 2017
7930, 2017 (Replace Sch. C)	June 13, 2017
7940, 2017 (Changes to Sch. C)	October 2, 2017
7967, 2017 (Changes to Sch. A, B, C D &F)	January 1, 2018
8009, 2018 (Change to Sch. C)	May 1, 2018
8047, 2018 (Changes to Sch. B)	September 17, 2018
8061, 2018 (Replace Sch. A, B, C, D & F)	January 1, 2019
8053, 2018 (Change to Sch. C)	November 19, 2018
8076, 2019 (Changes to Sch. B)	January 14, 2019
8094, 2019 (Changes to definitions, Sch. A)	February 25, 2019
8098, 2019 (Changes to definitions, Sch. A, B, C, F)	March 11, 2019
8129, 2019 (Replace Sch. A)	September 9, 2019

The bylaw numbers highlighted in this consolidation refer to the bylaws that amended the principal Bylaw No. 7683, 2014. The number of any amending bylaw that has been repealed is not referred to in this consolidation.

Obtainable from the City Clerk's Office

**CORPORATION OF THE CITY OF NEW WESTMINSTER  
DEVELOPMENT SERVICES FEES BYLAW NO. 7683, 2014**

A Bylaw to Establish the Development Services Fees Bylaw No. 7683, 2014

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WHEREAS the Council of the Corporation of the City of New Westminster deems it expedient to provide for fees for development services;

AND WHEREAS Section 194 of the *Community Charter* authorizes municipalities to, by bylaw, impose fees and charges in respect of all or part of a service of the municipality, the use of municipal property, or the exercise of authority to regulate, prohibit or impose requirements;

AND WHEREAS Section 931 of the *Local Government Act* authorizes municipalities to impose fees for an application to initiate changes to the provisions of a plan or bylaw under Part 26 or Part 27 of the Act, and for the issue of a local government permit under Part 26 or Part 27;

AND WHEREAS Council deems it necessary and desirable to exercise the authority provided by the *Community Charter* and the *Local Government Act* to cover costs of associated with the permits and applications processed by the Development Services Department;

NOW THEREFORE, the CITY COUNCIL of the Corporation of the City of New Westminster in open meeting assembled ENACTS AS FOLLOWS:

- (a) This Bylaw may be cited for all purposes as “Development Services Fees Bylaw No. 7683, 2014.”
- (b) Council hereby adopts Appendix A attached to this Bylaw as “Development Services Fees Bylaw No. 7683, 2014.”
- (c) Building Bylaw No. 6897, 2003 is amended by:
  - a. Deleting Schedule A; and
  - b. Replacing Section 13 with the following:
    - “13.1 Every person making an application for a building permit or obtaining a service from the City shall pay the applicable fees and charges imposed in the Development Services Fees Bylaw No. 7683, 2014.
    - 13.2 If the building permit has not been issued and all applicable building permit fees paid within 60 days of the date of notification to the owner that the permit is

ready to be issued, the application shall be cancelled and materials related to the application returned to the owner.

13.3 An application for a permit shall be cancelled if the application is incomplete and substantially inactive for six (6) months or longer.”

(d) Business License Bylaw No. 5640, 1986 is amended by:

- a. Deleting Schedule A;
- b. Deleting Sections 4(3), 7, 8, and 9.
- c. Replacing section 4(2) with “It shall be incumbent upon each person to renew the license and pay the fee set out in the Development Services Fees Bylaw No. 7683, 2014 prior to the beginning of each calendar year.”

(e) Plumbing Bylaw No. 4901, 1976 is amended by:

- a. Deleting Schedule A; and
- b. Replacing section 16 (d) (i) with “Every person making an application for a plumbing permit or obtaining a service from the City shall pay the applicable fees and charges imposed in the Development Services Fees Bylaw No. 7683, 2014”

(f) Development Approvals Procedures Bylaw No. 5658, 1987 is amended by:

- a. Deleting Schedule B; and
- b. Deleting Section 4.

(g) Downtown Redevelopment Bylaw No. 5859, 1989 is amended by:

- a. Deleting Schedule A; and
- b. Deleting Section 3.

### **BYLAW 8094, 2019**

(h) This Bylaw shall come into force January 1<sup>st</sup>, 2015.

### **Severability**

(i) If any part, section, sentence, clause, phrase or word of this Bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction the invalid part, section, sentence, clause, phrase or word shall be severed and the decision that is invalid shall not affect the validity of the remainder which shall continue in full force and effect and be construed as if the Bylaw had been adopted without such invalid portions.

**Appendix A to Bylaw No 7683, 2014:**  
**Development Services Fees and Rates Bylaw**

Development Services Fees Bylaw No. 7683, 2014

**1. Definitions / Interpretation**

**BYLAW 8094, 2019**

**BUILDING OFFICIAL** means the individual designated by the City as the Manager of Building Inspections (as that title may be changed from time to time) and such person or persons as he or she may designate from time to time as his or her assistants.

**CITY** means the City of New Westminster.

**BYLAW 8098, 2019**

**COMPREHENSIVE DEVELOPMENT PROJECT:** a development application within any area designated as Comprehensive Development in the Official Community Plan, Downtown Community Plan and/ or Queensborough Community Plan.

**IMPROVED SITE AREA** means the area of lot, or portion of a lot, to be improved including all buildings, vehicular and pedestrian circulation areas, loading, parking, storage works, decorative areas, landscaped areas and any other areas which have been improved.

**BYLAW 8098, 2019**

**LARGE PROJECTS:** Multi-unit residential or mixed-use projects over 6 units; or all Commercial or Industrial projects defined at the discretion of the Director of Development Services.

**BYLAW 8098, 2019**

**MASTER PLANNING PROJECT:** a development application within an area for which, due to the complexity and/ or scale of the proposed development, the City requires an applicant to prepare a master plan, showing an overall development concept that generally includes urban design, landscaping, infrastructure, service provision, circulation, present and future land use and/ or built form.

**BYLAW 8098, 2019**

**MULTIPLE-PHASE PROJECT:** a development application which, at the indication of the applicant and/or, due to the complexity and/or scale of the proposed development, at the requirement of the City, would be constructed in distinct stages which would be outlined within a development agreement.

**NOT FOR PROFIT HOUSING** means dwelling units in a development that are of will be:

- (a) operated as rental housing for tenants who meet eligibility criteria related to income, number of occupants, health or other similar criteria;
- (b) secured as rental housing through a zoning bylaw under ss. 903 of the *Local Government Act*, the registration of housing agreement under s. 905 of the *Local Government Act*, or the registration of a covenant under s. 219 of the *Land Title Act*; and
- (c) owned, leased or otherwise held by a public housing body or an incorporated non-profit organization whose purposes include providing housing for low and moderate income persons.

**SECURED MARKET RENTAL HOUSING** means dwelling units that are occupied pursuant to a residential tenancy agreement and that are:

- (a) secured as rental housing for a minimum of 30 years by a housing agreement under s. 905 of the *Local Government Act* or by covenant under S. 219(2)(a) of the *Land Title Act*;
- (b) designated as affordable rental housing under s. 904(3) of the *Local Government Act*;
- (c) located in a building that is not subdivided under the *Strata Property Act*; or
- (d) located in a building that is subdivided under that *Strata Property Act* and subject to a covenant under s. 219(2)(d) of the *Land Title Act* that prohibits the sale or transfer of each of the dwelling units separately from the other dwelling units in the building.

**BYLAW 8098, 2019**

**SMALL PROJECTS:** Residential projects that are 6 units or less; or all Commercial or Industrial projects defined at the discretion of the Director of Development Services.

**BYLAW 8098, 2019**

**STUDY AREA PROJECT:** a development application within any area designated as Study Area in the Official Community Plan, Downtown Community Plan and/ or Queensborough Community Plan.

**BYLAW 8098, 2019**

**TREE PROTECTION BARRIER SIGN:** any sign required by the Director of Development Services to be affixed to a Tree Protection Barrier per Tree Protection and Regulation Bylaw 7799, 2016, Section 6.1(c).

## **2. General Regulations**

2.1 Fees and charges imposed under this bylaw shall be required for all corresponding services, licences or permits.

2.2 Fees required by this bylaw are in addition to other applicable fees which may be required in other bylaws.

## **3. Building Permit Fees**

3.1 Building permit fees shall be required as outlined in Schedule A.

3.2 A re-application for a building permit, including cancelled permits, shall be processed as a new application and is subject to payment of all applicable fees as prescribed in Schedule A.

## **4. Business License Fees**

4.1 Business license fees shall be required as outlined in Schedule B.

4.2 It shall be incumbent upon each person to renew the licence and pay the fee set out in Schedule B prior to the beginning of each calendar year.

## **BYLAW 8098, 2019**

4.3 Businesses which are carried on from one year to the succeeding year without renewing the licence by February 1 shall pay the licence fee plus a 10% late renewal fee.

4.4 In the event that a person applies for a license after January 31 in any year, the license fees payable shall be the fee set out in Schedule B prorated over the number of full or partial months remaining in that year.

4.5 In the event that a business ceases operation during any year, the City shall, upon application of the owner, refund the license fee less the prorated amount for any full or partial months in which the business operated in that year.

## **5. Planning Fees**

5.1 Planning Fees shall be required as outlined in Schedule C.

5.2 An applicant must, at the time the application is submitted, pay the application fees as required in Appendix C – Planning Fees.



5.3 The applicant shall be entitled to a refund of 25% of the application fee if the application is withdrawn prior to submission of the first report to Council or prior to any applicant submission to the New Westminster Design Panel.

5.4 The applicant shall be entitled to a refund of a Public Hearing fee if the application is withdrawn at least four weeks prior to any scheduled Public Hearing.

5.5 A public hearing fee shall be paid by the applicant for each required notification of a Public Hearing.

## **6. Plumbing Fees**

6.1 Plumbing Permit Fees shall be required as outlined in Schedule D.

### **BYLAW NO. 7852, 2016; 7869, 2016**

Delete Section 7

### **BYLAW NO. 7967, 2017**

#### **8.0 INTEGRATED SERVICES FEES**

8.1 Integrated Services Fees shall be required as outlined in Schedule 'F'.

**Bylaw No. 7790, 2015; 7869, 2016; 7967, 2017; 8061, 2018; 8098, 2019; 8129, 2019**

**Appendix 1**

**Bylaw No. 8061, 2018; 8098, 2019; 8129, 2019**

**2019 Building Permit Fees**

**Schedule 'A'**  
**Bylaw No. 8061, 2018; 8098, 2019; 8129, 2019**  
**2019 Building Permit Fees**

**1.0 GENERAL**

**1.1 ALTERNATE SOLUTION FEES**

- (a) up to two items included in one report \$510.00 (plus GST)
- (b) each subsequent item in same report \$226.00 (plus GST)
- (c) for an amendment to an original report after acceptance or rejection of the report \$142.00 (plus GST)

**1.2 CHANGE OF ADDRESS** - A fee of \$612.00 shall be paid where an address change based on personal preference is requested.

**1.3 CHANGE OF USE**

For an inspection related to the change of occupancy or use of a building (prior to Permit Application), a fee in the amount of \$142.00 shall be paid.

**1.4 COMFORT LETTERS** - For the preparation of a comfort letter (includes responses from the Planning, Fire, Licensing, Building Departments) a fee of \$321.00 shall be payable. For the preparations of a response from any individual department only a fee of \$142.00 shall be payable.

**1.5 DOUBLE PERMIT FEE** - If any work for which a permit is required under this bylaw shall commence before a permit has been obtained, the fees and charges payable shall be doubled, to maximum fee of \$10,000.

**1.6 EXTENSION OF PERMIT** - Where a permit has lapsed and the City has established that the proposed work complies with this bylaw and all other applicable bylaws, the permit may be extended on payment of an extension fee of \$142.00.

**1.8 CONDITIONAL OCCUPANCY CERTIFICATES**

\$500.00 per month per dwelling unit to a maximum fee of \$25,000.

**1.9 OCCUPANT LOAD** – A fee of \$142.00 shall be paid to review floor plans for the purposes of establishing the maximum occupant load for a business where there is no current building permit application.

1.10 **REFUNDS** - No fees or part thereof paid to the City shall be refunded if a start has been made on construction or an inspection conducted. If no start has been made and no inspection conducted and if the Building Official so certifies, the City shall refund to the applicant with respect to a valid building permit, 50% of the building permit fee, such refund shall not include the plan processing fee.

1.11 **RE-INSPECTION FEES**

- Where more than two inspections are necessary due to non-compliance with the provisions of this bylaw or to correct violations from previous inspections the following charges (plus GST) shall be administered:
  - Third inspection \$142.00
  - Fourth inspection \$284.00
  - Fifth inspection \$426.00
  - Each subsequent inspection \$568.00
- Where work is not ready for inspection when the inspector calls, a re-inspection fee shall be charged at \$142.00 (plus GST).

1.12 **REVISIONS TO PERMITS**

**REVISION PRIOR TO PERMIT ISSUANCE** - A fee, based upon the City hourly rate for staff time (min. 1 hour), will be charged on an application:

- i) that requires 3 or more revisions, and/or
- ii) where the design is revised and/or substituted with a new design

**REVISION TO ISSUED BUILDING PERMIT** - A fee, based upon the City hourly rate for staff time (min. 1 hour), shall be paid.

1.13 **SOLAR HOT WATER READY EXEMPTION** \$510.00 (plus GST)

1.14 **SPECIAL INSPECTIONS** – for inspection of work linked or not linked to an issued permit.

(a) Special inspection during normal working hours: A fee, based on the City hourly rate for staff time (min. 1 hour), shall be paid;

(b) Special inspection outside normal working hours:

i) Monday to Friday:

First 2 hours – a fee, based on 1-1/2 times the City hourly rate for staff time

Each additional hour – a fee, based on double the City hourly rate for staff time

- ii) Weekends – a fee, based on double the City hourly rate for staff time (min. 4 hours) plus a ½ hour meal break

**1.15 TRANSFER OF PERMIT:**

- (a) **CHANGE OF OWNER** - In the event of a change of ownership before construction is complete, a valid permit may be transferred upon payment of a recording fee of \$142.00 each. The new permit holder shall become responsible for depositing with the City, Security as required under this bylaw.
- (b) **CHANGE/REMOVAL OF CONTRACTOR** – In the event of a change of contractor before construction is completed; a valid permit may be transferred to a new contractor upon payment of a recording fee of \$142.00. The new contractor must take full responsibility for the work completed to date.

**2.0 BUILDING PERMIT FEES**

- 2.1 Every person shall pay the following fees (minimum fee \$142.00) for the issuance of a building permit:
  - (a) \$13.60 for each \$1,000.00 of construction value or fraction thereof up to and including \$50,000.00
  - (b) \$12.16 from each \$1,000.00 of construction value or fraction thereof between \$50,001.00 and \$150,000.00
  - (c) \$9.54 for each additional \$1,000.00 of construction value or fraction thereof in excess of \$150,000.00
  
- 2.2 **PLAN PROCESSING FEE:** - A plan processing fee shall be paid for all applications in the amount of 50% of the calculated permit fee, with a minimum fee of \$142.00 and a maximum fee of \$15,000.00. The plan processing fee is non-refundable and shall be credited against the building permit fee when the building permit is issued.

**3.0 DOCUMENTS**

- 3.1 **PERMANENT RECORDS** - To assist in the cost of preparing efficient permanent Construction Records, every person making application for a building permit shall pay a fee equal to 1.0% of the construction value, subject to \$11.50 minimum and \$286.00 maximum.
  
- 3.2 **BUILDING RECORDS SEARCH**
  - Viewing Fee \$50.00 (plus GST)
  
- 3.3 **COPIES**
  - All copies (paper and/or digital) \$1.50 per page (plus GST)

**4.0 DEMOLITION PERMITS**

4.1 Where an accessory building such as a garage or shed is to be demolished, the permit fee for such work shall be \$142.00. The fee payable for all other structures shall be \$1,240.00.

**4.2 WASTE DISPOSAL AND RECYCLING SERVICES FEES**

The fees in the table below shall be required for demolition permits

Waste Disposal and Recycling Services Fee	\$270.00 non-refundable portion, plus  \$0.90 per square foot of the building, structure, or improvement to be demolished, deconstructed, or disassembled ( <i>refundable portion</i> )
Fee Incentive	<ul style="list-style-type: none"> <li>• 100% of the refundable portion of the Waste Disposal and Recycling Services Fee if the level of compliance stated on the accepted Compliance Report is greater than or equal to 70%; or</li> <li>• \$0 if the level of compliance stated on the accepted Compliance Report is less than 20%; or</li> <li>• in all other cases, the following as calculated using the level of compliance stated on the accepted Compliance Report, multiplied by the refundable portion of Waste Disposal and Recycling Services Fee:  (Level of compliance ÷ 70) x Refundable Portion of Fee = Fee Incentive</li> </ul>

**4.3 DELAYED DEMOLITION –**

Every application to delay demolition of a dwelling or to relocate a second dwelling on a lot shall be accompanied by the applicable fees prescribed in Schedule A, Section 2.0 Building Permit Fees (including the Plan

Processing Fee) and a security deposit in a form acceptable to the City in the amount \$10,000.

**5.0 MOVING A BUILDING OR STRUCTURE**

Every application to move a building shall be accompanied by the applicable fees prescribed in Schedule A, Section 2.0 Building Permit Fees (including the Plan Processing Fee) and a security deposit in a form acceptable to the City in the amount prescribed in the table below:–

<b>SECURITY DEPOSITS</b>	
(a) For buildings with 1 storey:	\$11,095.00
(b) For buildings with 2 storeys:	\$16,650.00
(c) For buildings with 3 or more storeys:	\$22,205.00

**6.0 TEMPORARY BUILDINGS** - Every application a temporary building shall be accompanied by the applicable fees prescribed in Schedule A, Section 2.0 Building Permit Fees (including the Plan Processing Fee) and a security deposit in a form acceptable to the City in the amount prescribed in the table below:–

<b>SECURITY DEPOSITS</b>	
(a) For buildings with 1 storey:	\$10,000.00
(b) For buildings with 2 storeys:	\$15,000.00
(c) For buildings with 3 or more storeys:	\$20,000.00

**7.0 LANDSCAPE FEES**

7.1 **LANDSCAPE REVIEW FEE** - The following fees shall be paid for the review of landscape plans in accordance with Development or Special Development Permits:

- (a) Large Projects initial review \$500.00
- (b) Small Projects initial review \$250.00
- (c) Subsequent project reviews \$250.00

7.2 **LANDSCAPE INSPECTION FEE** – The following fees shall be paid for the on-site review of landscaping in accordance with Development or Special Development Permits:

- (a) Large Projects initial review \$500.00
- (b) Small Projects initial review \$250.00
- (c) Subsequent project reviews \$250.00

**8.0 SECURITY FOR DAMAGE TO MUNICIPAL FACILITIES AND/OR OBSTRUCTION OF ROADS BY BUILDERS**

8.1 In addition to any other fee payable pursuant to this bylaw, where the construction site is served by any street upon which there is a sidewalk, curb and gutter, drainage swale, street light, storm sewer, sanitary sewer, water service, or a combination of any of these either existing or required to be completed prior to final inspection and acceptance of the property, every applicant for a building permit shall, at the time of application, deposit with the City security, in a form acceptable to the City in the amount prescribed in the table below.

<b>DAMAGE DEPOSITS</b>	
Demolition Permit	\$1000.00
Single Detached Dwelling (SDD) Permit	\$2500.00
Duplex Permit	\$3000.00
Corner Lot – SDD or Duplex	\$3500.00
All Other Building Permits	1% per \$1000 Construction Value Minimum Fee \$3500.00 / Maximum Fee \$50,000.00

8.2 The Security may be applied by the City in payment of any costs or expenses which may be incurred by the City in repairing, installing or replacing City properties which are damaged during, and such damage is attributable to the carrying out or construction of the works authorized by the building permit or which are incidental to such works; or, for clearing any debris, materials, dirt, chattels or equipment which has accumulated on any street, road, avenue, alley, sidewalk, boulevard or any part of a road allowance as a result of work carried out in connection with the building permit.



- 8.3 In addition to the deposit of the Security, a non-refundable Damage Deposit Processing Fee of \$57.00 shall be paid prior to issuance of the building permit.
- 8.4 Where additional inspections are required to ensure compliance with this section, a re-inspection fee of \$142.00 will be deducted from the Security for each additional inspection.
- 8.5 The Security shall be returned to the applicant after:
- (a) a final inspection, acceptable to the building official has been conducted; and
  - (b) the Building Official has ascertained either that no damage has occurred or that, if any damage to City property has occurred, the damage has been repaired or corrected to the satisfaction of the building official.
- 8.6 The Building Official shall inspect City properties adjacent to the construction site after final inspection and acceptance by the building official. Any damage to City properties caused directly or indirectly by the construction related to the permit not repaired or corrected at the date of such inspection shall be recorded and the building official will request a written estimate from Engineering Operations. The City shall, at its convenience, complete the necessary repairs and the full cost of the repairs shall be taken from the Security. Should the Security be more than the cost of the repairs, the remainder shall be returned to the applicant. Should the cost of the repairs be more than the Security, the applicant or owner of the property for which the building permit has been issued shall be required to pay those costs exceeding the Security. If the costs are not paid, they may be added to, and collected in the same manner as ordinary taxes as authorized in Section 376.(1).(b) of the *Local Government Act*.
- 8.7 Where during the course of construction, the Building Official discovers that any street, road, avenue, alley, sidewalk, boulevard or any part of a road allowance is obstructed by debris, materials, dirt, chattels or equipment of the owner or his agent, the building official shall request the owner to remove the obstruction immediately. Failure to comply will result in the City removing the obstruction and claiming the full cost of removal from the Security. The owner shall then deposit sufficient money to return the Security to its original amount.

- 8.8 Forfeiture of the Security in no way relieves the applicant of responsibility for the total cost of repair or correction should the cost exceed the Security.
- 8.9 The applicant shall make an inspection of all City properties adjacent to the construction site and shall submit a report, with photographs attached, of any existing damage to the City Engineering Department prior to commencing work. All damage to City property observed at final inspection shall be deemed to be caused by the applicant, unless reported as outlined above.

**Bylaw No. 7790, 2015; 7869, 2016; 7967, 2017; 8061, 2018; 8076, 2018; 8098, 2019**

**Appendix 2**

**Bylaw No. 8061, 2018; 8098, 2019**

**2019 Business License Fees**

**Schedule 'B'**  
**Bylaw No. 8061, 2018; 8098, 2019**  
**2019 Business License Fees**

**SECTION I**

**BYLAW 8076, 2018**

**ANNUAL LICENSING FEES SET BY BUSINESS TYPE**

01	<b>Adult Entertainment Venue Non-Liquor License</b>	From any person carrying on the business of an adult entertainment venue which does not have a valid liquor license	\$2,752.64
02	<b>Auctioneer</b>	From any person selling property by auction (not being a Crown Officer selling crown property by auction, or a Sheriff's Officer or Bailiff selling lands, goods or chattels, under a judgment or a satisfaction of rent or taxes)	\$306.17
03	<b>Automobile Leasing/Renting</b>	From any person carrying on the business of leasing or renting motor vehicles ➤ one to five vehicles ➤ over five vehicles	\$306.16 \$614.23
04	<b>Automobile Service Station</b>	From any person carrying on the business of an automobile service station for each nozzle	\$94.10
05	<b>Barber, Hairdresser or Esthetician</b>	From any person carrying on the business of a barber shop, hairdresser or esthetician ➤ for the first person ➤ for each additional person	\$146.48 \$22.29
06	<b>Bed &amp; Breakfast Accommodation</b>	From any person carrying on the business of a temporary sleeping accommodation with the provision of a daily breakfast.	\$180.50
07	<b>Book or Magazine Agent</b>	From any person who sells or disposes of books, periodicals or other written matter	\$154.09

08	<b>Bowling Alley</b>	From any person who carries on the business of a bowling alley ➤ per lane ➤ minimum	\$41.40 \$180.17
09	<b>Care Facility</b> - <b>Group Child Care</b> - <b>Adult</b>	From any person carrying on the business of group child care or adult care facility	\$0.00
10	<b>Carnival or Circus</b>	From the proprietor or manager of any carnival or circus ➤ one day	\$154.09
11	<b>Christmas Tree Vendor</b>	From any person who carries on the business of a Christmas tree vendor ➤ 2 months	\$73.50
12	<b>Commission Merchant</b>	From any person carrying on the business of a commission merchant	\$125.89
13	<b>Contractor</b>	From any person carrying on the business of a contractor ➤ one to two employees ➤ each additional employee	\$154.09 \$18.58
14	<b>Curling Rink</b>	From any person carrying on the business of curling rink ➤ per sheet of ice ➤ minimum	\$58.61 \$180.49
15	<b>Dating Services</b>	From any person carrying on the business of providing information to persons desirous of meeting other persons for the purpose of social outings	\$180.49
16	<b>Direct Seller</b>	From every person carrying on the business of a direct seller	\$154.09
17	<b>Hall - Rental</b>	From every person engaged in the business of operating a rental hall ➤ one year ➤ one month ➤ one day	\$730.30 \$439.03 \$220.52

18	<b>Inter-Municipal Business Licence (IMBL)</b>	From eligible trades contractor or other professional pursuant to Bylaw No. 7610	\$250.00
19	<b>Laundromat</b>	From any person carrying on the business of a laundromat by the operation of coin-operated automatic washing and drying machines whether or not any person or persons is in actual charge of the premise <ul style="list-style-type: none"> <li>➤ one machine</li> <li>➤ each additional machine</li> </ul>	\$125.89 \$17.42
20	<b>Liquor License "1" (Liquor Primary)</b>	"Liquor Primary" License - from any person licensed under the Liquor Control and Licensing Act to carry on business as a "Liquor Primary" licensed establishment	\$2,752.64
21	<b>Liquor License "2" (Food Primary)</b>	"Food Primary" License - from any person licensed under the Liquor Control and Licensing Act to carry on business as a "Food Primary" licensed establishment	\$344.19
22	<b>Liquor License "3" (Food Primary with Lounge)</b>	a) "Food Primary" License - from any person licensed under the Liquor Control and Licensing Act to carry on business as a "Food Primary" licensed establishment with patron participation entertainment	\$1,376.01
		b) "Food Primary with Lounge Endorsement" License - from any person licensed under the Liquor Control and Licensing Act to carry on business as a "Food Primary with Lounge Endorsement" licensed establishment	\$1,376.01
		c) "Food Primary with Lounge Endorsement" License - from any person licensed under the Liquor Control and Licensing Act to carry on business as a "Food Primary with Lounge Endorsement" licensed establishment with patron participation entertainment	\$1,376.01

23	<b>Liquor License (Retail Store)</b>	vii) "Licensee Retail Store" License - from any person licensed under the Liquor Control and Licensing Act to carry on business as a "Licensee Retail Store" licensed establishment	\$2,752.64
24	<b>Liquor License (Private Club)</b>	"Liquor Primary - Private Club" License - from any person licensed under the Liquor Control and Licensing Act to carry on business as a "Liquor Primary - Private Club" licensed establishment	\$0.00

**BYLAW 8076, 2018**

25	<b>Mobile Food Vending (Food Truck)</b>	From any person operating a Food Truck pursuant to Bylaw No. 7850 ➤ Single Event Licence  ➤ Annual Licence: 1-3 employees ➤ Annual Licence: 4+ employees	\$50.00  \$180.50 \$262.44
26	<b>Parking Lot</b>	from every person carrying on the business of a private parking lot	\$219.35
27	<b>Peddler</b>	from every person who goes from place to place or house to house selling or taking orders for selling, or offering for sale or vending on any street, lane, or public place within the City, whether such person is acting on that person's own behalf or as an employee of another	\$459.31
28	<b>Pool Rooms and Billiard Halls</b>	from any person keeping a premise where a billiard table or pool table is used for hire or profit ➤ per table ➤ minimum	\$57.46 \$180.49
29	<b>Relaxation Body Rub</b>	from any person providing relaxation body-rub services	\$2752.64

**BYLAW 8076, 2018**

30	<b>Retail Sale of Cannabis</b>	from any person carrying on the business involving the retail sale of cannabis.	\$2,752.64
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31	<b>Secondhand Dealer</b>	from any person carrying on the business of a secondhand dealer	\$304.48
32	<b>Shoe Shine Stand</b>	from any person carrying on the business of a shoe shine stand ➤ for each chair on such stand ➤ minimum	\$17.42 \$94.10
33	<b>Social Escort Service</b>	from any person carrying on the business of providing or furnishing male escorts or female partners for social occasions	\$2,752.64
34	<b>Street Entertainer / Busker</b>	from any person carrying on the business of providing entertainment on a street or public place	\$33.79
35	<b>Street Vendor</b>	from any person carrying on the business of selling wares on a street or public place	\$180.50
36	<b>Storage Yard</b>	from any person carrying on the business of storage of goods or equipment	\$180.50
37	<b>Tea Cup Reader</b>	from every person engaged in the occupation of a tea cup reader	\$47.87
38	<b>Theatre and Amusement Halls</b>	from the proprietor, lessee or manager of any theatre, concert hall, or other place of entertainment, amusement or exhibition ➤ one year ➤ one month ➤ one day provided that where one building contains more than one Theatre a separate license fee shall be payable in respect of each theatre. Provided further than no such license shall be required in respect of a performance, concert, exhibition or entertainment, the entire proceeds of which are disbursed to charitable or religious purposes	\$730.30 \$439.03 \$220.51



## SECTION II

### EMPLOYEE BASED BUSINESS

Every person carrying on within the City of New Westminster any business, professional practice, trade, employment, occupation, calling, not herein before enumerated, shall pay to the City of New Westminster a fee specified as follows plus any applicable taxes:

1 – 3	Persons Engaged in the Business	\$180.50
4 - 10	Persons Engaged in the Business	\$262.44
11 - 25	Persons Engaged in the Business	\$497.64
26 - 50	Persons Engaged in the Business	\$993.91
51 - 100	Persons Engaged in the Business	\$2026.57
over 100	Persons Engaged in the Business	\$2,752.64

## SECTION III

### VENDING MACHINES

For any person carrying on the business of operating vending machines the following fees per machine plus any applicable taxes apply:

(a)	For the sale of confectionery, including beverages	\$34.97
(b)	For the sale of tobacco, cigars or cigarettes	\$73.51
(c)	For amusement when operated by coins greater than one cent	\$51.86
(d)	For the sale and/or distribution of newspapers	\$43.94
(e)	For coin operated laundry machines	\$14.68
(f)	Automated Bank Teller Machine at locations other than at a financial institution	\$180.50
(g)	Any other vending machine	\$34.97

## SECTION IV

### RENTAL ACCOMMODATION FEES

For any person carrying on the business of operating Apartments, Rooming houses, Lodging Houses, Rental Houses and any other place where rooms are available for rental for human habitation.

For the purpose of calculating fees under this Bylaw, each rental unit shall be considered as follows:

Housekeeping / Bachelor rental unit	2 Rooms
1 Bedroom rental unit	3 Rooms
2 Bedroom rental unit	4 Rooms
3 Bedroom rental unit	5 Rooms

### Fee:

<b>Property not Certified by the Crime Free Multi Housing Program</b>	\$16.09 (per room)
<b>Property Certified by the Crime Free Multi Housing Program</b> (if applicable)	\$14.47 (per room)

## SECTION V

### COMMERCIAL VEHICLE FEES

The license fees payable by licensees who are carrying on the business of carriers of persons or chattels are in the following amounts plus any applicable taxes:

VEHICLE TYPE		
Class "A" – Taxi	For each vehicle – If also used for displaying materials, the additional fee per vehicle -	\$202.99 \$7.80
Class "B" – Bus	For each vehicle -	\$76.68
Class "C" – Hearse	For each vehicle -	\$25.65
Class "D" – Limousine	For each vehicle -	\$25.65
Class "F" – Driver Testing or Training Vehicle	For each vehicle -	\$32.07
Class "L" – Handicapped Persons Transportation Vehicle	For each vehicle -	\$202.99
Class "P" – Pedicab	For each vehicle -	\$32.07

**BYLAW 8076, 2018**

**SECTION VI**

**BUSINESS LICENCE APPLICATION FEES**

The business types listed in the table below, shall be required to pay the corresponding application fee upon submission of an application for a business licence.

<b>BUSINESS TYPE</b>	<b>FEE</b>
<b>Mobile Food Vending (Food Truck)</b> (applicable to Annual Licence only)	\$50.00
<b>Retail Sale of Cannabis</b>	\$5,400.00
<b><u>BYLAW 8098, 2019</u></b>	
<b>Business Licence Application Fee (excluding Liquor Primary and Cannabis related)</b>	\$50.00 (initial application only)
<b><u>BYLAW 8098, 2019</u></b>	
<b>Liquor Primary</b>	\$5,400.00

BYLAW NO. 7790, 2015; 7826, 2016 ; 7852, 2016; 7869, 2016; 7967, 2017; 8061, 2018; 8053, 2018; 8098, 2019

**Appendix 3**  
**Bylaw No. 8061, 2018; 8098, 2019**  
**2019 Planning Fees**

**Schedule 'C'**  
**Bylaw No. 8061, 2018; 8098, 2019**  
**2019 Planning Fees**

Application Type	Required Fee
<b>BYLAW 8098, 2019</b>	
<i>Pre Application Review</i>	<ul style="list-style-type: none"> <li>• 517.65 non-refundable service fee</li> </ul>
<i>Official Community Plan</i> Basic Service for Map Designation	<ul style="list-style-type: none"> <li>• \$40.40 per 1,000 sq. ft., or a portion thereof, of Improved Site Area (with a minimum fee of \$2,867.80) plus \$16.60 per 1,000 sq. ft. of improved site area over 20,000 sq. ft.</li> </ul>
<i>Official Community Plan</i> Basic Service for Text Amendment	<ul style="list-style-type: none"> <li>• \$962.80</li> </ul>
<i>Official Community Plan</i> Application Time Extension	<ul style="list-style-type: none"> <li>• 50% of application fee</li> </ul>
<i>Rezoning</i> Basic Service for Single Detached and Duplex Dwelling Districts and Text Amendments	<ul style="list-style-type: none"> <li>• \$1848.00</li> </ul>
<i>Rezoning</i> Basic Service for Multiple Unit Residential, Commercial, Industrial, Institutional Districts, and Text Amendments	<ul style="list-style-type: none"> <li>• \$34.20 per 1,000 sq. ft., or a portion thereof, of Improved Site Area, or,               <ul style="list-style-type: none"> <li>- \$136.70 per housing unit for the first 250 units,</li> <li>- \$44.55 per housing unit for the next 200 units,</li> <li>- \$22.80 per housing unit for each subsequent unit,</li> </ul> </li> </ul> <p style="margin-left: 40px;">whichever is greater (with a minimum fee of \$2,122.40)</p>
<i>Rezoning</i> Basic Service for Creation of New Zoning District	<ul style="list-style-type: none"> <li>• \$2,122.40</li> </ul>

<p><b>Rezoning</b> Basic Service for Creation of New Zoning District that includes adaptable or supportive housing and child care.</p>	<ul style="list-style-type: none"> <li>• \$1,066.40</li> </ul>
<p><b>Heritage Revitalization Agreement</b> Basic Service for Single Detached, Duplex Dwelling Districts and Child Care Uses</p>	<ul style="list-style-type: none"> <li>• \$34.20 per 1,000 sq. ft., or a portion thereof, of Improved Site Area (with a minimum fee of \$962.85)</li> </ul>
<p><b>Heritage Revitalization Agreement<sup>1</sup></b> Basic Service for Multiple Unit Residential, Commercial, Industrial, and Institutional Districts</p>	<ul style="list-style-type: none"> <li>• \$34.20 per 1,000 sq. ft., or a portion thereof, of Improved Site Area, or, <ul style="list-style-type: none"> <li>- \$136.70 per housing unit for the first 250 units,</li> <li>- \$44.55 per housing unit for the next 200 units,</li> <li>- \$22.80 per housing unit for each subsequent unit,</li> </ul> </li> </ul> <p>whichever is greater (with a minimum fee of \$2,122.40)</p>
<p><b>Heritage Revitalization Agreement Minor Amendment</b> Basic Service for Minor Changes that do not affect Form, Character, Use or Density for Single Detached and Duplex Dwelling Districts</p>	<ul style="list-style-type: none"> <li>• \$21.75 per 1,000 sq. ft., or a portion thereof, of Improved Site Area (with a minimum fee of \$274.40)</li> </ul>
<p><b>Heritage Revitalization Agreement Minor Amendment</b> Basic Service for Minor Changes that do not affect Form, Character, Use or Density for Multiple Unit Residential, Commercial, Industrial, and Institutional Districts</p>	<ul style="list-style-type: none"> <li>• \$21.75 per 1,000 sq. ft., or a portion thereof, of Improved Site Area (with a minimum of \$548.70)</li> </ul>
<p><b>Rezoning or Heritage Revitalization Agreement</b> Application Time Extension.</p>	<ul style="list-style-type: none"> <li>• 50% of application fee</li> </ul>

<sup>1</sup> Includes Major Amendment to Heritage Revitalization Agreement where requested amendments affect Form, Character, Use or Density

<b><i>Heritage Alteration Permit</i></b> For property outside heritage conservation area	<ul style="list-style-type: none"> <li>• No charge</li> </ul>
<b><i>Heritage Alteration Permit</i></b> For alteration of land, buildings, structures, or protected features within heritage conservation area	<ul style="list-style-type: none"> <li>• No charge</li> </ul>
<b><i>Heritage Alteration Permit</i></b> For subdivision of land within heritage conservation area	<ul style="list-style-type: none"> <li>• \$105.10</li> </ul>
<b><i>Heritage Alteration Permit</i></b> For demolition of building or structure within heritage conservation area	<ul style="list-style-type: none"> <li>• \$1,458.60</li> </ul>
<b><i>Heritage Alteration Permit</i></b> For construction of a new principal dwelling within heritage conservation area	<ul style="list-style-type: none"> <li>• \$948.60</li> </ul>
<b><i>Heritage Alteration Permit</i></b> For construction of a new Laneway or Carriage House within heritage conservation area	<ul style="list-style-type: none"> <li>• \$204.00</li> </ul>
<b><i>Heritage Designation Bylaw</i></b>	<ul style="list-style-type: none"> <li>• No charge</li> </ul>
<b><i>Development Variance Permit</i></b> Basic Service for All Districts	<ul style="list-style-type: none"> <li>• \$40.40 per 1,000 sq. ft., or a portion thereof, of Improved Site Area, or \$82.85 per housing unit, whichever is greater (with a minimum fee of \$1,345.90)</li> </ul>

**BYLAW NO. 8053, 2018**

<b><i>Modified Site Plan (Protected Tree)</i></b> <b><i>Development Variance Permit Application</i></b> Tree Protection and Regulation Bylaw No. 7799, 2016	<ul style="list-style-type: none"> <li>• \$19.50 per 1,000 sq. ft., or a portion thereof, of Improved Site Area, or \$40.00 per housing unit, whichever is greater (with a minimum fee of \$650.00)</li> </ul>
<b><i>Development Variance Permit</i></b> Basic Service for Variances to the Sign Bylaw	<ul style="list-style-type: none"> <li>• \$962.80 minimum fee.</li> </ul>
<b><i>Development Variance Permit Amendment</i></b> Basic Service for all Districts including Variances to the Sign Bylaw	<ul style="list-style-type: none"> <li>• \$21.75 per 1,000 sq. ft., or a portion thereof, of Improved Site Area (with a minimum fee of \$548.70)</li> </ul>



<b>Development Variance Permit</b> Application Time Extension	<ul style="list-style-type: none"> <li>• 50% of application fee</li> </ul>
<b>Board of Variance Application</b> Basic Service for Single Detached Dwelling Districts	<ul style="list-style-type: none"> <li>• \$459</li> </ul>
<b>Board of Variance Application</b> Basic Service for Multi-Family, Industrial or Institutional Districts	<ul style="list-style-type: none"> <li>• \$41.45 per 1,000 sq. ft., or a portion thereof, of Improved Site Area, or \$81.80 per housing unit, whichever is greater (with a minimum fee of \$414.15)</li> </ul>
<b>Temporary Use Permit</b> Basic Service for all Districts except those involving a non-profit organization	<ul style="list-style-type: none"> <li>• \$51.80 per 1,000 sq. ft., or a portion thereof, of Improved Site Area, or \$103.55 per housing unit, whichever is greater (with a minimum fee of \$1,449.45)</li> </ul>
<b>Temporary Use Permit</b> Basic Service for all Districts involving a non-profit organization	<ul style="list-style-type: none"> <li>• \$34.20 per 1,000 sq.ft., or a portion thereof, of Improved Site Area, or \$68.35 per housing unit, whichever is greater (with a minimum fee of \$962.85)</li> </ul>
<b>Temporary Use Permit Amendment</b> Basic Service for All Districts	<ul style="list-style-type: none"> <li>• \$21.75 per 1,000 sq. ft., or a portion thereof, of Improved Site Area (with a minimum of \$548.75)</li> </ul>
<b>Temporary Use Permit</b> Application Time Extension	<ul style="list-style-type: none"> <li>• 50% of application fee</li> </ul>
<b>Development Permit</b> Basic Service for all Districts except Industrial Districts, Flood Hazard Districts, and applications for a Laneway or Carriage House	<ul style="list-style-type: none"> <li>• \$40.40 per 1,000 sq. ft., or a portion thereof, of Improved Site Area, or, <ul style="list-style-type: none"> <li>- \$150.15 per housing unit for the first 250 units,</li> <li>- \$51.80 per housing unit for the next 200 units,</li> <li>- \$25.90 per housing unit for each subsequent unit,</li> </ul> </li> </ul> <p>whichever is greater (with a minimum fee of \$2,588.25)</p>

<p><b>Development Permit</b> Basic Service for Industrial Districts</p>	<ul style="list-style-type: none"> <li>• \$21.75 per 1,000 sq. ft., or a portion thereof, of Improved Site Area (with a minimum fee of \$2,588.25)</li> </ul>
<p><b>Development Permit Amendment</b> Basic Service for all Districts</p>	<ul style="list-style-type: none"> <li>• \$21.75 per 1,000 sq. ft., or a portion thereof, of Improved Site Area (with a minimum fee of \$548.70)</li> </ul>
<p><b>Development Permit</b> Application Time Extension</p>	<ul style="list-style-type: none"> <li>• 50% of application fee</li> </ul>
<p><b>Development Permit Minor/Amendment</b> Improvements with a total value of \$100,000 or less or façade renovation for buildings affected by water penetration.</p>	<ul style="list-style-type: none"> <li>• \$274.40 (consolidated fee for Minor DP and for Minor DP Amendment Fee)</li> </ul>
<p><b>Development Permit Minor/Amendment</b> Minor Addition (maximum 1,000 square feet of gross floor area or 10 percent of total floor space of building, whichever is greater)</p>	<ul style="list-style-type: none"> <li>• \$274.40 plus 50% of basic service fee</li> </ul>
<p><b>Development Permit</b> Flood Hazard Development Permits</p>	<ul style="list-style-type: none"> <li>• \$274.40</li> </ul>
<p><b>Development Permit</b> Laneway House or Carriage House Development Permits</p>	<ul style="list-style-type: none"> <li>• \$1,326.00</li> </ul>
<p><b>Special Development Permit</b> Basic Service for all Districts</p>	<ul style="list-style-type: none"> <li>• \$40.40 per 1,000 sq. ft., or a portion thereof, of Improved Site Area, or, <ul style="list-style-type: none"> <li>- \$150.15 per housing unit for the first 250 units,</li> <li>- \$51.80 per housing unit for the next 200 units,</li> <li>- \$25.90 per housing unit for each subsequent unit,</li> </ul> </li> </ul> <p>whichever is greater (with a minimum fee of \$2,122.40)</p>
<p><b>Special Development Permit Minor/Amendment</b> Improvements with a total value of \$100,000 or less or façade renovation for buildings affected by water penetration</p>	<ul style="list-style-type: none"> <li>• \$274.40 service fee</li> </ul>

<p><b><i>Special Development Permit Minor/Amendment</i></b>  Minor Addition (maximum 1,000 square feet of gross floor area or 10 percent of total floor space of building, whichever is greater)</p>	<ul style="list-style-type: none"> <li>• \$274.40 plus 50% of basic service fee</li> </ul>
<p><b><i>Special Development Permit Amendment</i></b>  Basic Service for All Districts</p>	<ul style="list-style-type: none"> <li>• \$21.75 per 1,000 sq. ft., or portion thereof, of Improved Site Area (with a minimum of \$548.70)</li> </ul>
<p><b><i>Special Development Permit</i></b>  Application Time Extension</p>	<ul style="list-style-type: none"> <li>• 50% of application fee</li> </ul>
<p><b><i>Public Hearing Fee</i></b>  For All Applications Requiring a Public Hearing</p>	<ul style="list-style-type: none"> <li>• \$962.85</li> </ul>
<p><b><i>Land Title Registration Fee</i></b>  For All Application Requiring Notices or Other Documentation to be Registered with the Land Titles Office</p>	<ul style="list-style-type: none"> <li>• \$33.15</li> </ul>
<p><b><i>Covenants</i></b>  Preparations of Covenants</p>	<ul style="list-style-type: none"> <li>• \$213.30</li> </ul>

**BYLAW 8098, 2019**

<p><b><i>Comprehensive Development Surcharge</i></b>  Applies to all Zoning Bylaw and/or Official Community Plan Amendments for Multiple-phase Projects, Master Planning Projects, Study Area Projects, Comprehensive Development Projects and/or other sites over 6,000 square metres</p>	<ul style="list-style-type: none"> <li>• \$75,000.00 for the first 10,000 square meters of site area or portion thereof; and \$350.00 per additional 100 square metres of site area to a maximum of \$400,000.00</li> </ul>
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**BYLAW 8098, 2019**

<p><b><i>Telecommunication Review Fee</i></b>  Basic service for all applications that require review of telecommunications antennae</p>	<ul style="list-style-type: none"> <li>• \$3,340.00 per application</li> </ul>
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**BYLAW 8098, 2019**

<p><b><i>Comprehensive Sign Permit Application Fee</i></b>  Basic Service for sign plans required as part of Development Permit approvals</p>	<ul style="list-style-type: none"> <li>• \$500.00</li> </ul>
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**BYLAW 8098, 2019**

<p><b><i>Additional Notification Surcharge</i></b>  Basic Service for additional public meeting and/or change of date request requiring notification</p>	<ul style="list-style-type: none"> <li>• \$1,776.00</li> </ul>
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**BYLAW 8098, 2019**

<p><i>Application Change Surcharge</i> Basic Service for requested change of owner or authorized agent for any application</p>	<ul style="list-style-type: none"> <li>• \$317.00</li> </ul>
<b>BYLAW 8098, 2019</b>	
<p><i>Site Profile Administration Fee</i> Basic Service for All Districts</p>	<ul style="list-style-type: none"> <li>• \$100.00</li> </ul>
<b>BYLAW 8098, 2019</b>	
<p><i>Land Title Document and Administration Fee</i> Basic Service for document requests</p>	<ul style="list-style-type: none"> <li>• \$20.00</li> </ul>
<b>BYLAW 8098, 2019</b>	
<p><i>Covenant Discharge Fee</i> Basic Service for discharge requests where there is no current development application</p>	<ul style="list-style-type: none"> <li>• \$350.00 plus legal costs incurred by the City</li> </ul>
<b>BYLAW 8098, 2019</b>	
<p><i>Land Purchase Request Fee</i> Basic Service for All Districts</p>	<ul style="list-style-type: none"> <li>• \$1,848.00 plus appraisal, survey and legal costs. Not refundable after first report to LUPC or Council</li> </ul>
<b>BYLAW 8098, 2019</b>	
<p><i>Tree Protection Barrier Sign Deposit</i> Tree Protection and Regulation Bylaw No. 7799, 2016</p>	<ul style="list-style-type: none"> <li>• \$25.00 per sign, refundable upon return of each sign</li> </ul>

**Bylaw No. 7790, 2015; 7869, 2016, 7967, 2017; 8061, 2018**

**Appendix 4**  
**Bylaw No. 8061, 2018**  
**2019 Plumbing Permit Fees**

**Schedule 'D'**  
**Bylaw No. 8061, 2018**  
**2019 Plumbing Permit Fees**

**Plumbing Fixture Permit Fee Schedule**

1 To 4 Fixtures	\$142.00 (minimum permit fee)
Each additional fixture	\$33.65
Backflow Assembly Test Report	\$23.00 (annual retest)

**For the purpose of this section the following shall be considered plumbing fixtures:**

Automatic washer	Grease Interceptor	Planter Drain
Bar sink	Hand sink	Pot sink
Bathtub	Hose Bib	Roof Drain
Bed pan washers/grinder	Hot Water Heater	Sanitary B.W.V.
Bidet	Hot Water Storage Tank	Sanitary Lift Station
Condensate Drain	Hub drain	Shower
Deck Drain	Ice makers	Steam Machine
Dialysis machine	Janitor sink	(Swimming pool backwash
Dishwasher	Kitchen sink	sump)
Drinking Fountain	Laundry tub	Urinal
Floor Drain	Mop Sink	Wash basin
Foot bath	Neutralizing tank	Water closet
Glass Washer	Patio Drain	Water filter

Future Drainage/Venting/Water Connection

\*\*Backflow Assembly

\*Specialty and/or Proprietary equipment/fixture

*\*Specialty and/or proprietary equipment/fixtures typically found in medical, mercantile, commercial and industrial applications requiring a connection to the domestic water supply system and/or storm sewer system and/or sanitary sewer system. (Specialty equipment designation, if in question, shall be determined by the Plumbing Inspector.)*

*\*\*All new backflow assembly installation permits include one "City of New Westminster Backflow Test Report" form per device.*

1. **a) Domestic Water Re-pipe Plumbing Permit Fee Schedule**

\$57.10 per suite (Fee includes in-suite water pipe and distribution mains)

b) **Domestic Water Mains and/or Risers Re-pipe Installation Only Plumbing Permit Fee Schedule**

\$142.00 for the first 100 feet or less

\$56.60 for each additional 100 feet or portion thereof

\$142.00 (minimum permit fee)

2. **Plumbing Services Permit Fee Schedule**

a) **Residential (SFD & Duplex)**

\$67.85 each item (\$142.00 minimum permit fee)

Back Flow assembly

Catch Basin

Drain Tile

Sanitary Lift Station

Sanitary Sewer

Septic Tank Removal

Solid Rain Water Leader Piping

Storm Lift Station

Storm Sewer

Storm Sump

Trench Drain

Water Service

b) **Multi-residential (three or more dwelling units), Commercial & Industrial Plumbing Services Permit Fee Schedule**

All piping \$2.30 per foot (\$142.00 minimum permit fee)

Sanitary Sewer

Storm Sewer

Drain Tile

Solid Rain Water Leader Piping

c) **Precast Concrete Works & Associated Receptacles**

\$67.85 each item (\$142.00 minimum permit fee)

Catch Basin

Oil Interceptor

Trench Drain

Sanitary Lift Station

Manhole

Storm Lift Station

Floor Drain

Storm Sump

d) **Waterworks**

\$67.85 each item (\$142.00 minimum permit fee)

Fire Hydrant

Yard Hydrant

Isolating Valve

Fire Line

Combined Water Service      Domestic Water Service  
Back Flow Assembly

**3. Hot Water Heating Permit Fee Schedule**

**a) Residential (SFD & Duplex)**

\$395.50 Flat Rate per dwelling unit

\*\*Hot water heating systems serving three or more dwelling units must be a professionally engineered design and inspected and approved by the engineer of design. (Permit not required)

**4. Sprinkler Permit Fee Schedule**

**a) Residential (SFD & Duplex)**

1<sup>st</sup> Sprinkler head                      \$142.00  
Each additional sprinkler head      \$2.90 each

**b) All other Buildings**

1<sup>st</sup> Sprinkler head                      \$284.00  
Each additional sprinkler head      \$2.90 each

**c) Additional Sprinkler Permit Charges**

\$67.85 each item (\$142.00 minimum permit fee)

Dry Pipe Valves	Alarm Valves
Fire Department Connection	Fire Hydrants
Yard Hydrants	Fire Pump
2 1/2" Hose Valve	1 1/2" Hose Valve
Standpipe	Fire Pump
Deluge Valve	Pre-action Valve
Compressor	Flow Switch
Chemical Based System	

**5. Miscellaneous Fee Schedule**

**a) DOUBLE PERMIT FEE** - If any work for which a permit is required under this bylaw commences before a permit has been obtained, the fees and charges payable shall be doubled.

**b) REFUNDS** - No fees or part thereof paid to the City shall be refunded if a start has been made on construction or an inspection conducted. If no start has been made and no inspection conducted and if the Building Official so certifies, the City shall refund to the applicant 50% of the applicable permit fee.

**c) RE-INSPECTION FEES** –

• Where more than two inspections are necessary due to non-compliance with the provisions of this bylaw or to correct violations from previous inspections the following charges shall be administered:

○ Third inspection                      \$142.00 plus applicable taxes



○ Fourth inspection	\$284.00	“	“	“
○ Fifth inspection	\$426.00	“	“	“
○ Each subsequent inspection	\$568.00	“	“	“

- Where work is not ready for inspection when the inspector calls, a re-inspection fee shall be charged at \$142.00, plus GST.

**d) CHANGE/REMOVAL OF CONTRACTOR** - In the event of a change of contractor before construction is completed; a valid permit may be transferred to a new contractor upon payment of a recording fee of \$142.00. The new contractor must take full responsibility for the work completed to date.

**e) CHANGE OF USE** - For an inspection related to the change of occupancy or use of a building, a fee in the amount of \$142.00 shall be paid.

**f) RENEWAL OF LAPSED PERMITS** - Where a permit has lapsed and the proposed work is at a stage that is still accessible for inspection the permit may be renewed upon payment of \$142.00.

**g) REVISED PLAN REVIEW SUBMISSION** - Where a revision to the originally submitted and approved plumbing, sprinkler or hot water heating permit plans is received an administrative fee calculated based upon City costs per hour of staff time (min. 1 hour) shall be paid.

**h) SUBDIVIDING A SINGLE PROJECT BETWEEN MULTIPLE CONTRACTORS** - Where a plumbing/sprinkler/hot water heating project covered by a single Building Permit is then divided into two or more phases with multiple mechanical contractors the full permit fee shall be collected from each individual contractor for their portion of work.

**6. Special Inspections**

Special inspection requests for work linked or not linked to an issued permit:

- Special inspection during normal working hours:  
A fee based on City costs per hour (min. 1 hour) shall be paid;
- Special inspection outside normal working hours:  
Monday to Friday:  
First 2 hours – a fee based on 1-1/2 times the City hourly rate  
Each additional hour – a fee based on double the City hourly rate  
Weekends – a fee based on double the City hourly rate (min. 4 hours) plus a ½ hour meal break

**BYLAW NO. 7852, 2016; 7869, 2016**

**Appendix 5 / Schedule 'E' is deleted**

**BYLAW NO. 7967, 2017; 8061, 2018; 8098, 2019**

**Appendix 6**  
**Bylaw No. 8061, 2018; 8098, 2019**  
**2019 Integrated Services Fees**

**Schedule 'F'**  
**Bylaw No. 8061, 2018; 8098, 2019**  
**2019 Integrated Services Fees**

Fees for administration, permits and charges payable in the following amounts plus any applicable taxes:

<b>BYLAW</b>	<b>FEE</b>	
Business Regulations and Licensing (Rental Units) Bylaw No. 6926, 2004	Excessive Nuisance Abatement Fees: Police Nuisance Response and Abatement Service Call	\$255.00/call
	City Staff Nuisance Response and Abatement Service Call	\$102.00/hr
	Administration Fee	10% on Total Service Call Fees
Controlled Substance Property Bylaw No. 6679, 2001	Permit, Inspection Fees and Charges: For Special Inspection	\$612.00
	For each inspection prior to issue of Occupancy Permit	\$408.00
	To Obtain Occupancy Permit	\$510.00
Unsightly Premises Bylaw No. 5969, 1991	Administration Fee for hiring contractor as per Section 9	\$76.50
<b>BYLAW 8098, 2019</b>		
Fire Protection Bylaw No. 6940, 2004	Administration Fee for hiring contractor as per Section 15.1	\$76.50