

TOWN OF GIBSONS



RATES, FEES AND CHARGES BYLAW No. 1196, 2014

Adopted: February 4th, 2014

Consolidated for convenience April, 2019
to include amendments up to Bylaw No. 1196-17

This version of this bylaw is a consolidation of amendments to the original bylaw as of the date specified. This consolidation is done for the convenience of users and accurately reflects the status of the bylaw as of the specified date but must not be construed as the original bylaw and is not admissible in Court unless specifically certified by the Director of Corporate Administration for the Town of Gibsons. Persons interested in the definitive wording of this bylaw and its amendments should view the original sealed bylaws at the Town of Gibsons.

AMENDMENTS IN THIS CONSOLIDATION

| NO. | BYLAW NO. | DATE | AMENDMENT |
|------------|------------------|-------------------|---|
| 1. | 1196-01 | April 1, 2014 | <ul style="list-style-type: none"> • Revised Schedule A • Schedules B through G added |
| 2. | 1196-02 | July 29, 2014 | <ul style="list-style-type: none"> • Revised Schedule B under subheading “Fees and Charges” • Revised Schedule C, User Rates – Domestic |
| 3. | 1196-03 | March 17, 2015 | <ul style="list-style-type: none"> • Schedule H added • Alterations and annotations as required |
| 4. | 1196-04 | March 24, 2015 | <ul style="list-style-type: none"> • Revised Schedule B • Revised Schedule C |
| 5. | 1196-05 | July 28, 2015 | <ul style="list-style-type: none"> • Revised Section 2.5 |
| 6. | 1196-06 | December 1, 2015 | <ul style="list-style-type: none"> • Revised Section 2.3 • Revised Schedules A, B, C, D and F |
| 7. | 1196-07 | Abandoned | |
| 8. | 1196-08 | March 15, 2016 | <ul style="list-style-type: none"> • Revised Schedule B |
| 9. | 1196-09 | December 6, 2016 | <ul style="list-style-type: none"> • Revised Schedule H |
| 10. | 1196-10 | March 29, 2016 | <ul style="list-style-type: none"> • Revised Schedules A, B, C and G |
| 11. | 1196-11 | March 21, 2017 | <ul style="list-style-type: none"> • Revised Schedule B and C |
| 12. | 1196-12 | October 17, 2017 | <ul style="list-style-type: none"> • Revised Schedule C |
| 13. | 1196-13 | March 20, 2018 | <ul style="list-style-type: none"> • Revised Schedule D |
| 14. | 1196-14 | March 20, 2018 | <ul style="list-style-type: none"> • Revised Schedules B and C |
| 15. | 1196-15 | October 2, 2018 | <ul style="list-style-type: none"> • Revised Schedule H |
| 16. | 1196-16 | November 20, 2018 | <ul style="list-style-type: none"> • Revised Schedule B, C, D, F and H • Schedule I added |
| 17. | 1196-17 | March 26, 2019 | <ul style="list-style-type: none"> • Revised Schedule B, C, G, and H |

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TOWN OF GIBSONS

BYLAW NO. 1196

A Bylaw to establish rates, fees and charges within the Town of Gibsons

WHEREAS pursuant to Section 194 of the *Community Charter* the Council may by Bylaw impose a fee against the owner or occupier of real property in respect of all or part of a municipal service and the use of municipal property.

NOW THEREFORE, the Council of the Town of Gibsons, in open meeting assembled, enacts as follows:

SECTION 1 GENERAL PROVISIONS

1.1 SHORT TITLE

This Bylaw may be cited as the "Town of Gibsons Rates, Fees and Charges Bylaw No. 1196, 2014".

1.2 PURPOSE

The purpose of this Bylaw is to establish the rates, fees and charges for municipal services.

1.3 BYLAW SCHEDULES

Attached as integral parts of the Bylaw are the following Schedules:

- Schedule A Documents Rates, Fees and Charges
- Schedule B Water Rates, Fees and Charges
- Schedule C Sanitary and Storm Sewer Rates, Fees and Charges
- Schedule D Garbage and Organics Rates, Fees and Charges
- Schedule E District Energy Rates, Fees and Charges
- Schedule F Highway and Traffic Rates, Fees and Charges
- Schedule G Building Permit Fees and Security Deposits
- Schedule H Development Application Fees and Charges
- Schedule I Sign Bylaw

1.4 SEVERABILITY

The provisions of this Bylaw are severable. If any provision is for any reason held to be invalid by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Bylaw.

SECTION 2 ESTABLISHMENT OF FEES AND CHARGES

2.1 FEES

This Bylaw establishes those rates, fees and charges listed in the schedules attached to and forming part of this bylaw.

2.2 LATE PAYMENT CHARGES

- 2.2.1 Late payment charges shall be added to all fees that remain unpaid after their due dates:
- 2.2.1.1 A non-compounding 2% monthly interest charge, calculated daily, will be added to all amounts that remain unpaid after the due date as determined by the Director of Finance.
 - 2.2.1.2 Non-receipt of the utility bill will not be recognized as a valid excuse for failure to pay the fees when due.
 - 2.2.1.3 Postmarks will not be considered as date of payment.
- 2.2.2 Where the Town imposes a fee for work done or services provided to land or improvements, the Owner of the property or premises shall promptly pay the fee in respect of that service. If a fee is due and payable and unpaid on December 31st, it is deemed to be taxes in arrear, and may be collected in the same manner and with the same remedies as property taxes.

2.3 DISHONoured PAYMENT AND OVERPAYMENT REFUND CHARGES

- 2.3.1 Where a payment received by the Town in payment of a bill is not honoured by a Person's financial institution for any reason other than clerical error, the Town may charge the Person \$40. This charge represents a reasonable pre-estimate of the administrative costs incurred by the Town as a result of the dishonoured payment.
- 2.3.2 Where an overpayment refund has been requested for any reason, the Town may charge the Person \$40. This charge represents a reasonable pre-estimate of the administrative costs incurred by the Town as a result of the overpayment.

2.4 TAXES

All fees, charges and rates in this bylaw exclude provincial and federal taxes, which must be paid as applicable.

2.5 REFUNDS

No refund will be paid on any fees or charges collected in error after two years from the date of said payment unless the Collector is satisfied that the claim for the refund results from an error in the calculation of a utility account or an error in the operation of metering equipment with the proviso that any refund over \$5,000 cannot be made without an authorizing resolution of Council.

**Schedule A
Documents Rates, Fees and Charges**

| DOCUMENTS | | | |
|-------------------------|--|------------------------------------|--------------------------------------|
| FEES AND CHARGES | | | |
| Bylaw No. | Description | Fee | Unit |
| | Compact Disc | \$10.00 | each |
| | Facsimiles (Local) | \$5.00 | Per request to a maximum of 10 pages |
| | Facsimiles (Local) - additional pages | \$1.50 | per additional page |
| | Facsimiles (Long Distance) | \$7.00 | per request to a maximum of 10 pages |
| | Facsimiles (Long Distance) - additional pages | \$2.00 | per additional page |
| | Line drawing | \$0.85 | per square foot of paper |
| | Full colour drawing | \$4.20 | per square foot of paper |
| | Maps and Plans (Scanned to Digital) | \$1.00 (Min. \$10) | per page |
| | Mortgage Holder Listing | \$1.00 per Roll No. (Min. \$35) | per listing |
| | Official Community Plan (Black & White) | \$50.00 | per copy |
| | Printed or Photocopied Document (8.5 x 11 Black & White) | \$0.50 | per page |
| | Printed or Photocopied Document (8.5 x 14 Black & White) | \$0.75 | per page |
| | Printed or Photocopied Document (11 x 17 Black & White) | \$1.00 | per page |
| | Printed or Photocopied Document (8.5 x 11 Colour) | \$1.00 | per page |
| | Printed or Photocopied Document (8.5 x 14 Colour) | \$1.50 | per page |
| | Printed or Photocopied Document (11 x 17 Colour) | \$2.00 | per page |
| | Property Tax Certificate | \$40.00 | each |
| | Property Tax Certificate Online | \$20.00 | each |
| | Subdivision / Development / Stormwater Bylaw (Black & White) | \$75.00 | per copy |
| | Zoning Bylaw (Black & White) | \$50.00 | per copy |
| | Zoning Bylaw Map (Colour) | \$10.00 | per copy |

**Schedule B
Water Rates, Fees and Charges**

| WATER | | | | |
|-------------------------|--|---------------|------------|--------------------------------|
| FEES AND CHARGES | | | | |
| Bylaw No. | Description | Period | Fee | Unit |
| No.1192, 2014 | 3/4" Service Connection, c/w setter and Meter Box* | | \$2,910 | each |
| No.1192, 2014 | 3/4" Meter Setter and box* | | \$1,430 | each |
| No.1192, 2014 | 1" Service Connection, c/w setter and Meter Box* | | \$3,010 | each |
| No.1192, 2014 | 1" (25 mm) Meter Setter and box* | | \$1,460 | each |
| No.1192, 2014 | 5/8" x 3/4" Meter | | \$640 | each |
| No.1192, 2014 | 3/4" Meter | | \$690 | each |
| No.1192, 2014 | 1" Meter | | \$780 | each |
| No.1192, 2014 | Meter Box (supply and installation)* | | \$1,150 | each |
| No.1192, 2014 | Inspection Fee | | \$50 | each |
| No.1192, 2014 | Disconnection Fee (up to 2") | | \$410 | each |
| No.1192, 2014 | Disconnection Fee (over 2") | | At Cost | each |
| No.1192, 2014 | Water Shut Off | | \$70 | each |
| No.1192, 2014 | Administration Fee | | \$100 | Lump Sum |
| No.1192, 2014 | Basic Service Call* | Minimum | \$80 | each |
| No.1192, 2014 | Meter Testing* | Minimum | At Cost | each |
| No.1192, 2014 | Leak Adjustment | | \$50 | each |
| No.1192, 2014 | Hydrant Use Fee | per day | \$100 | each |
| No.1192, 2014 | Hydrant Use – Damage Deposit | | \$500 | each |
| No.1192, 2014 | Temporary Lawn Sprinkling Permit | | \$25 | each |
| No.1192, 2014 | Facilities charge – single family and duplex residential subdivision | | \$966.33 | per parcel |
| No.1192, 2014 | Facilities charge - Garden Suites | | \$637.78 | per unit |
| No.1192, 2014 | Facilities charge - Townhouse | | \$7.43 | per square meter of floor area |
| No.1192, 2014 | Facilities charge - Apartment | | \$12.23 | per square meter of floor area |
| No.1192, 2014 | Facilities charge - industrial, Commercial and Institutional | | \$1.93 | per square meter of floor area |

*Fees marked with an asterisk are minimum costs. Cost will be charged at cost if greater.

**Schedule B
Water Rates, Fees and Charges**

| USER RATES – DOMESTIC | | | | |
|---|---|-----------------------------|------------|-----------------|
| Bylaw No. | Description | Period | Fee | Unit |
| No.1192, 2014 | Single Family base rate | 6 months or portion thereof | \$47.93 | Utility Account |
| No.1192, 2014 | Multi-Family base rate | 6 months or portion thereof | \$14.26 | Utility Account |
| No.1192, 2014 | For each cubic meter of water consumed up to 138 cubic meters | 6 months | \$1.39 | Cubic metre |
| No.1192, 2014 | For each cubic meter of water consumed in excess of 138 cubic meters and up to 275 cubic meters | 6 months | \$1.86 | Cubic metre |
| No.1192, 2014 | For each cubic meter of water consumed in excess of 275 cubic meters | 6 months | \$2.36 | Cubic metre |
| No.1192, 2014 | Unmetered Domestic User | Annual | \$400.00 | each |
| USER RATES – COMMERCIAL (BASE RATES) | | | | |
| Bylaw No. | Description | Period | Fee | Unit |
| No.1192, 2014 | 5/8 or 3/4 inch meter | 6 months | \$149.87 | each |
| No.1192, 2014 | 1 inch meter | 6 months | \$202.38 | each |
| No.1192, 2014 | 1.5 inch meter | 6 months | \$494.46 | each |
| No.1192, 2014 | 2 inch meter | 6 months | \$665.67 | each |
| No.1192, 2014 | 3 inch meter | 6 months | \$1,089.02 | each |
| No.1192, 2014 | 4 inch meter | 6 months | \$2,216.06 | each |

**Schedule B
Water Rates, Fees and Charges**

| USER RATES – COMMERCIAL | | | | |
|--------------------------------|---|-----------------------------|------------|-----------------|
| Bylaw No. | Description | Period | Fee | Unit |
| No.1192, 2014 | Commercial base rate | 6 months or portion thereof | \$79.31 | Utility Account |
| No.1192, 2014 | For each cubic meter of water consumed up to 138 cubic meters | 6 months | \$1.25 | Cubic metre |
| No.1192, 2014 | For each cubic meter of water consumed in excess of 138 cubic meters and up to 275 cubic meters | 6 months | \$1.69 | Cubic metre |
| No.1192, 2014 | For each cubic meter of water consumed in excess of 275 cubic meters | 6 months | \$2.13 | Cubic metre |
| No.1192, 2014 | Unmetered Commercial User | Annual | \$1,325.00 | each |
| No.1192, 2014 | Unmetered service surcharge | Annual | \$1,200.00 | each |
| No.1192, 2014 | Unprotected water service surcharge (no-backflow prevention device) | Annual | \$1,200.00 | each |
| No.1192, 2014 | Town of Gibsons Water Vending | | \$0.25 | Litre |

**Schedule C
Sanitary and Storm Sewer Rates, Fees and Charges**

| SANITARY AND STORM SEWER | | | | |
|---|---|---------------|------------|-------------|
| FEES AND CHARGES | | | | |
| Bylaw No. | Description | Period | Fee | Unit |
| No 1175, 2012 No.1194, 2014 | Sanitary/Storm Service Connection installation: 100 mm* | | \$2,520 | each |
| No 1175, 2012 No.1194, 2014 | Sanitary/Storm Service Connection installation: 150 mm* | | \$2,610 | each |
| No 1175, 2012 No.1194, 2014 | Inspection Fee per Connection | | \$50 | each |
| No 1175, 2012 No.1194, 2014 | Additional Inspections where required | | \$50 | each |
| No 1175, 2012 No.1194, 2014 | Disconnection Fee per Connection | | \$50 | each |
| No 1175, 2012 No.1194, 2014 | Basic Service Call* | | \$80 | each |
| No 1175, 2012 No.1194, 2014 | Processing and Administration Fee | | \$100 | each |
| *Fees marked with an asterisk are minimum costs. Cost will be charged at cost if greater. | | | | |
| SANITARY USER RATES – DOMESTIC | | | | |
| Bylaw No. | Description | Period | Fee | Unit |
| No.1194, 2014 | Dwelling Unit | 6 months | \$124.58 | per unit |

**Schedule C
Sanitary and Storm Sewer Rates, Fees and Charges**

| SANITARY USER RATES – COMMERCIAL | | | | |
|---|-------------------------------------|---------------|------------|---------------------------------|
| Bylaw No. | Description | Period | Fee | Unit |
| No.1194, 2014 | Apartments | 6 months | \$93.45 | 1 bedroom unit |
| | | 6 months | \$124.58 | 2 bedroom units |
| No.1194, 2014 | Barber | 6 months | \$173.54 | 5 chairs |
| | | 6 months | \$16.34 | each additional chair |
| No.1194, 2014 | Cabaret | 6 months | \$1,385.94 | first 100 seats |
| | | 6 months | \$7.36 | each additional seat |
| No.1194, 2014 | Car Wash | 6 months | \$961.28 | first 2 bays |
| | | 6 months | \$177.25 | each additional bay |
| No.1194, 2014 | Fermentation Operation - Brewery | 6 months | \$375.00 | 2000 hl/year or portion thereof |
| No.1194, 2014 | Fermentation Operation - Distillery | 6 months | \$187.50 | each |
| No.1194, 2014 | Hairdresser | 6 months | \$173.54 | five chairs |
| | | 6 months | \$16.34 | each additional chair |
| No.1194, 2014 | Hospital | 6 months | \$72.25 | per bed |
| No.1194, 2014 | Laundromat | 6 months | \$570.31 | first 5 washing machines |
| | | 6 months | \$65.09 | each additional machine |
| No.1194, 2014 | Licensed Lounge | 6 months | \$506.16 | first 50 seats |
| | | 6 months | \$7.36 | each additional seat |
| No.1194, 2014 | Licensed Public House | 6 months | \$1,012.40 | first 100 seats |
| | | 6 months | \$7.36 | each additional seat |
| No.1194, 2014 | Motel/Hotel | 6 months | \$124.58 | first unit |
| | | 6 months | \$72.25 | each additional Unit |
| No.1194, 2014 | Restaurants/Cafe | 6 months | \$361.53 | first 30 seats |
| | | 6 months | \$5.74 | each additional seat |
| No.1194, 2014 | Rooming House | 6 months | \$124.58 | first unit |
| | | 6 months | \$47.67 | each additional unit |
| No.1194, 2014 | School | 6 months | \$124.58 | per classroom |
| No.1194, 2014 | Service Station/Garage | 6 months | \$137.41 | each |
| No.1194, 2014 | Store | 6 months | \$124.58 | retail/wholesale |
| No.1194, 2014 | Suites | 6 months | \$124.58 | each unit |
| No.1194, 2014 | Trailer Park | 6 months | \$124.58 | per rental space |
| No.1194, 2014 | All other users | 6 months | \$124.58 | unit |

**Schedule D
Garbage and Organics Rates, Fees and Charges**

| GARBAGE AND ORGANICS | | | | |
|-----------------------------|--------------------------------------|---------------|------------|--|
| USER RATES | | | | |
| Bylaw No. | Description | Period | Fee | Unit |
| No. 1252, 2018 | Dwelling Unit - Garbage and Organics | 6 months | \$102.50 | Per one garbage can and one organics garbage can |
| No. 1252, 2018 | Dwelling Unit - Garbage only | 6 months | \$67.50 | Per garbage can |
| No. 1252, 2018 | Extra Container Ticket | | \$3.00 | Each |
| No. 1252, 2018 | Organics Bin - Kitchen | | \$15.00 | Each |
| No. 1252, 2018 | Organics Bin - Curbside | | \$25.00 | Each |

**Schedule E
District Energy Rates, Fees and Charges**

| DISTRICT ENERGY | | | | |
|-------------------------|--|---------------|------------|------------------------------------|
| FEES AND CHARGES | | | | |
| Bylaw No. | Description | Period | Fee | Unit |
| No.1195, 2014 | Connection Fee | | \$55 | each |
| No.1195, 2014 | Inspection Fee | | \$50 | each |
| No.1195, 2014 | Service Installation Fee | | At Cost | each |
| No.1195, 2014 | Disconnection Fee per Connection Minimum Charge (at cost if greater) | | \$55 | each |
| No.1195, 2014 | Basic Service Call Minimum Charge (at cost if greater) | | \$55 | each |
| No.1195, 2014 | Meter Testing Minimum Charge (at cost if greater) | | \$250 | each |
| USER RATES | | | | |
| Bylaw No. | Description | Period | Fee | Unit |
| No.1195, 2014 | Basic Charge | 6 month | \$69.00 | each |
| No.1195, 2014 | Capacity Charge | 6 month | \$44.64 | per kW of peak heating capacity |

**Schedule F
Highway and Traffic Rates, Fees and Charges**

| HIGHWAY AND TRAFFIC | | | | |
|---------------------|---|------------------------------|-------------------------------------|----------------|
| PERMITS | | | | |
| Bylaw No. | Description | Period | Fee | Unit |
| No.1193, 2014 | Highway Occupancy Permit | per month or portion thereof | \$155 | each |
| No.1193, 2014 | Construct, alter or perform any work on a Highway | | \$100 | per occurrence |
| No.1193, 2014 | Recreational Vehicle Parking Permit (Annual Fee) | Annual | \$750 | each |
| No.1193, 2014 | Inspection fee | | \$60 | each |
| No.1193, 2014 | Permit to store a Container on Highway | per week or portion thereof | \$75 | each |
| No.1193, 2014 | Permit to operate oversized Vehicle | | \$100 | per occurrence |
| No.1193, 2014 | Procession Permit | | \$100 | per occurrence |
| No.1193, 2014 | Highway Vending Permit | per month or portion thereof | \$225 | each |
| No.1193, 2014 | Parking Stall Rental Fee | per week or portion thereof | \$75 | per stall |
| No.1193, 2014 | Temporary No Parking | per week or portion thereof | \$75 | per stall |
| No.1193, 2014 | Impoundment Fee | | \$250 Plus Cost of Removal | per occurrence |
| No.1193, 2014 | Access Permit | | \$105 | each |

**Schedule G
Building Permit Fees and Security Deposits**

| BUILDING PERMIT FEES AND SECURITY DEPOSITS | | | |
|---|---|---|--|
| FEES AND CHARGES | | | |
| Bylaw No. | Description | Fee | Unit |
| No. 822, 2014 | Building Permit (Plan Processing) Application Fee | | |
| | Value of Works: | | |
| | \$0 - \$10,000 | \$100 | Per Permit |
| | \$10,001 - \$50,000 | \$200 | Per Permit |
| | \$50,001 - \$100,000 | \$750 | Per Permit |
| | \$100,001 - \$500,000 | \$1,000 | Per Permit |
| | \$500,001 - \$1,000,000 | \$1,500 | Per Permit |
| | >\$1,000,000 | 25% of Building Permit Fee | Per Permit |
| | The Building Permit (Plan-Processing) Application fee is non-refundable and shall be credited against the Building Permit Fee when the permit is issued | | |
| No. 822, 2014 | Building Permit Fee | | |
| | Value of Works \$0 - \$10,000 | | |
| | Building Permit Base Fee | \$100 | Per Permit |
| | Incremental Fee | \$12 | for each \$1,000 or part thereof exceeding the first \$1,000 |
| | Value of Works \$10,001 - \$50,000 | | |
| | Building Permit Base Fee | \$200 | Per Permit |
| Incremental Fee | \$8 | for each \$1,000 or part thereof exceeding the first \$10,000 | |

**Schedule G
Building Permit Fees and Security Deposits**

| Bylaw No. | Description | Fee | Unit |
|------------------|---|------------|--|
| No. 822, 2014 | Value of Works \$50,001 - \$3,000,000 | | |
| | Building Permit Base Fee | \$500 | Per Permit |
| | Incremental Fee | \$9 | for each \$1,000 or part thereof exceeding the first \$50,000 |
| | Value of Works \$3,000,001 - \$10,000,000 | | |
| | Building Permit Base Fee | \$28,000 | Per Permit |
| | Incremental Fee | \$6 | for each \$1,000 or part thereof exceeding the first \$3,000,000 |
| | Value of Works \$10,000,001 and greater | | |
| | Building Permit Base Fee | \$66,000 | Per Permit |
| | Incremental Fee | \$6 | for each \$1,000 or part thereof exceeding the first \$10,000,000 |
| | For Multi-Family Residential, Industrial, Commercial, Office Buildings, Assembly, and Institutional Buildings | \$1.25 | per \$1,000 or part thereof. Additional to Building Permit Fees and Incremental Fees above |
| No. 822, 2014 | Building Design Modification Administration Fee - Plan Review | \$100.00 | Per Hour |

**Schedule G
Building Permit Fees and Security Deposits**

| Bylaw No. | Description | Fee | Unit |
|------------------|---|--------------|----------------------------|
| No. 822, 2014 | Extension/Renewal of a Building Permit | | |
| | Original Building Permit Value of less than \$30,000 | \$50 | Each |
| | Original Building Permit Value of \$30,000 or more and less than \$200,000 | \$150 | Each |
| | Original Building Permit Value of \$200,000 or more | \$250 | Each |
| No. 822, 2014 | Plumbing | | |
| | Minimum Fee | \$50 | Each |
| | Alteration of existing system (plus any added fixtures) | \$50 Min. | Each |
| | Single-family dwelling (basic 2 bath group, 12 fixtures max.) | \$240 Min. | Per Permit |
| | Additional plumbing fixtures | \$10 | Per Fixture |
| | Water storage tanks, sumps, internal R.W.L., catch basins, manholes, interceptors, water meter or reducing station, water distribution, backflow preventers. | \$50 | Each |
| | Miscellaneous | | |
| No. 822, 2014 | Double Permit Fee | \$5,000 Max. | Per Permit |
| No. 822, 2014 | Permit Transfer (to new Owner/Agent) | \$100 | Per Permit |
| No. 822, 2014 | Occupancy Permit resulting from: -Re-activated permit | \$500 | Per Permit |
| No. 822, 2014 | Special Inspections: -Inspections not specifically described herein | \$100 | Each |
| No. 822, 2014 | Demolitions: -Basic minimum or contract price, whichever greater -Product storage tanks, underground or above ground, basic minimum or as per contract price, whichever greater | \$500 | Each building or structure |
| No. 822, 2014 | Swimming Pools (based on value) | \$250 Min. | Per Permit |

**Schedule G
Building Permit Fees and Security Deposits**

| Bylaw No. | Description | Fee | Unit |
|------------------|--|--|---------------------|
| No. 822, 2014 | Sprinklers System | \$250 Min. Plus \$100 per suite for multi- family | Per Installation |
| No. 822, 2014 | Fireplaces - (all types) includes chimneys, vents, space heaters or appliances | \$100 | Each |
| No. 822, 2014 | Additional chimney or vents | \$30 | Each |
| No. 822, 2014 | Heating (all types of heating) | \$100 | Each |
| No. 822, 2014 | Portable classrooms (includes value) | \$300 | Each |
| No. 822, 2014 | Subsoil Drainage | | |
| | Single and two-family dwelling | \$150 | Each |
| | Commercial, multi-family, institutional, industrial | \$500 | Each |
| | Security Deposits | | |
| No. 822, 2014 | Temporary building/shelter/use/structure | \$2,000 | Each |
| No. 822, 2014 | Swimming pools | \$2,000 | Each |
| No. 822, 2014 | Erection, alteration, repair, demolish or addition to a building or structure, based on value | \$500 | Min charge Each |
| No. 822, 2014 | - Single or two-family dwelling (new) | \$1,000 | Each |
| No. 822, 2014 | - Multi-family residential | As Determined \$5,000.00 Max | Each |
| No. 822, 2014 | - Commercial, industrial, institutional | \$1,000.00 Min or 2% of permit value, whichever is greater. Max. \$5,000 | Each |
| No. 822, 2014 | - Demolitions | \$1,000 | Each |

**Schedule H
Development Application Fees and Charges**

| DEVELOPMENT APPLICATIONS | | | | |
|---------------------------------|--|-----------------|-------------|-------------------------------|
| Bylaw No. | Description | Fee | Unit | |
| Amendments | | | | |
| No. 1166, 2012 | Official Community Plan Amendment | | | |
| | Base Fee | | \$2,500 | Per Application |
| | Incremental Additional Fee | Residential | \$100 | Per dwelling unit |
| | | Non-Residential | \$100 | Per 300m ² of land |
| | Base and additional fee combined shall not exceed \$15,000 | | | |
| No. 1166, 2012 | Zoning Amendment (current Bylaw zones) | | | |
| | Base Fee | | \$1,500 | Per Application |
| | Incremental Additional Fee | Residential | \$100 | Per dwelling unit |
| | | Non-Residential | \$100 | Per 300m ² of land |
| | Base and additional fee combined shall not exceed \$15,000 | | | |
| No. 1166, 2012 | Zoning Amendment (new zoning designation) | | | |
| | Base Fee | | \$2,500 | Per Application |
| | Incremental Additional Fee | Residential | \$100 | Per dwelling unit |
| | | Non-Residential | \$100 | Per 300m ² of land |
| | Base and additional fee combined shall not exceed \$15,000 | | | |
| No. 1166, 2012 | Combined OCP and Zoning Bylaw Amendment | | | |
| | Base Fee | | \$3,000 | Per Application |
| | Incremental Additional Fee (Max. \$10,000) | Residential | \$100 | Per dwelling unit |
| | | Non-Residential | \$100 | Per 300m ² of land |
| | Base and additional fee combined shall not exceed \$15,000 | | | |
| No. 1166, 2012 | Additional Public Hearing | \$1,000 | Per Hearing | |

**Schedule H
Development Application Fees and Charges**

| Bylaw No. | Description | Fee | Unit | |
|----------------------------|---|-----------------|-------------|-------------------|
| Development Permits | | | | |
| No. 1166, 2012 | Form and Character Development Permit | | | |
| | Base Fee (incl first dwelling unit) | | \$500 | Per Permit |
| | Incremental Additional Fee | Residential | \$100 | Per dwelling unit |
| | | Non-Residential | \$500 | Per Permit |
| | Base and additional fee combined shall not exceed \$10,000 | | | |
| No. 1166, 2012 | Other Development Permits | | | |
| | Geotechnical Hazards DP | | \$300 | Per permit |
| | Environmentally Sensitive Area DP | | \$300 | Per permit |
| | Gibsons Aquifer DP | | \$300 | Per permit |
| | Gibsons Aquifer DP - Additional Fee if drilling program is required | | At Cost | Per review |
| | Combined Geotechnical and Environmental DP | | \$500 | Per permit |
| | If work has commenced with no permit issued | | \$1,000 | Per permit |
| | Changes to Permit (Within 2 years of Permit approval) | | 50% | Per request |
| No. 1166, 2012 | Development Variance Permit | | | |
| | In Single-Family and Two-Family zones | | \$1,000 | Per permit |
| | In Multi-Family, Cluster, other Residential zones | | \$1,500 | Per permit |
| | In Non-Residential Zoned Properties | | \$1,500 | Per permit |
| | Sign Bylaw | | \$500 | Per permit |
| No. 1166, 2012 | Flood Plain Exemption | | \$1,500 | Per request |
| No. 1166, 2012 | Board of Variance | | \$1,000 | Per Application |
| Miscellaneous | | | | |
| No. 1166, 2012 | Temporary Use Permit | | | |
| | Base Fee | | \$1,500 | Per Application |
| | TUP extension (if not lapsed and if no changes to terms) | | \$1,000 | Per Application |
| No. 1166, 2012 | Heritage Alteration Permit | | \$100 | Per Permit |

**Schedule H
Development Application Fees and Charges**

| Bylaw No. | Description | Fee | Unit |
|----------------------|--|------------|-----------------|
| No. 1065-46, 2018 | Liquor and Cannabis Regulation Branch | | |
| | Liquor/Food Primary | \$2,000 | Per Request |
| | Liquor/Food Primary - Amendment | \$1,000 | Per Request |
| | Manufacturer (winery, brewery, distillery) | \$1,000 | Per Request |
| | Special Event | \$500 | Per Request |
| | Cannabis/Retail License | \$2,000 | Per Request |
| No. 1166, 2012 | Phased Development Agreement | | |
| | Basic | \$2,500 | Per Agreement |
| | Legal Review | At Cost | As Required |
| No. 1166, 2012 | Comfort Letter | | |
| | Basic | \$150 | Per Lot |
| | Research beyond OCP and Zoning | \$350 | Per Lot |
| No. 1166, 2012 | Any Permit Extension (unless stated elsewhere) With no change, just term | \$300 | Per Permit |
| No. 1166, 2014 | Refunds | | |
| | For OCP or Zoning Bylaw Amendment: If withdrawn prior to the application being considered at a Public Hearing; and if the Town does not incur any notification or facility costs | 50% | Per Application |
| | For Development Permit, Development Variance Permit, Board of Variance application, Temporary Use Permit: If withdrawn prior to the application being considered at a Public Hearing; and if the Town does not incur any notification or facility costs | 50% | Per Application |
| | For Development Permits: If withdrawn prior to referral of the application to internal or external parties | 50% | Per Application |

**Schedule H
Development Application Fees and Charges**

| Bylaw No. | Description | Fee | Unit |
|--|---|-------------|-----------------------------------|
| Subdivision, including Bare Land Strata | | | |
| No. 1166, 2012 | Base Fee | \$1,000 | Includes first new parcel created |
| | Incremental Additional Fee | \$500 | Each additional parcel |
| | | \$500 | For PLA |
| | | \$500 | Subdivision approval fee |
| No. 1166, 2012 | Alter Lot lines | \$500 | Per application |
| No. 1166, 2012 | Phased Strata Plan Declaration | | |
| | Base Fee | \$2,500 | 2 phase plan |
| | Incremental Additional Fee | \$200 | Each additional phase |
| | Legal Review | At Cost | As required |
| No. 1166, 2012 | Strata Title Conversion | | |
| | Base Fee | \$500 | 2 units or less |
| | Incremental Additional Fee | \$1,000 | 3 units or more |
| No. 1166, 2012 | Air Space Parcel | | |
| | Base Fee | \$3,000 | |
| | Incremental Additional Fees | \$500 | 2nd and each additional lot |
| | | \$500 | Subdivision approval fee |
| | | \$500 | for PLA |
| Legal Review | At Cost | As required | |
| No. 1166, 2012 | PLA Extension | | |
| | Base Fee | \$250 | Each |
| | Legal Review | At Cost | As required |
| No. 1166, 2012 | Refunds (if prior to final strata/plan submission) | \$500 | Per Application |
| No. 1166, 2012 | Closure of Highway (in addition to expenses for transfer of land) | \$500 | Per Application |

**Schedule H
Development Application Fees and Charges**

| Bylaw No. | Description | Fee | Unit |
|----------------------------------|---|------------------------|---|
| Other Administration Fees | | | |
| No. 1166, 2013 | Land Titles | | |
| | Title Search | \$20 | Per Title |
| | Restrictive Covenant | \$50 | Per Covenant |
| | Amendment/discharge legal agreement or Notice on Title (No Council approval required) | \$250 | Per Application |
| | Amendment/discharge legal agreement or Notice on Title (Council approval) | \$1,000 | Per Application |
| No. 1166, 2012 | Application Amendment | | |
| | Base | \$250 | Per Application |
| | In addition: any additional fees beyond the original application fee as a result of recalculation | Based on recalculation | Per Application |
| Service Agreement Works | | | |
| No. 1166, 2015 | Base fee | \$1,000 | Per request |
| | Incremental Additional Fees | 4% | of that part of the cost estimate between 0-\$100,000 |
| | | Additional 2% | of that part of the cost estimate above \$100,000 |

**Schedule I
Sign Bylaw Fees and Charges**

| SIGN BYLAW | | | |
|-------------------------|--|------------|-----------------|
| FEES AND CHARGES | | | |
| Bylaw No. | Description | Fee | Unit |
| No. 1215, 2016 | Permit for a single sign | \$50 | Per application |
| No. 1215, 2016 | Permit for two or more signs | \$75 | Per application |
| No. 1215, 2016 | Permit for a Sandwich Board | \$50 | Per application |
| No. 1215, 2016 | Permit to change the face of each existing conforming sign | \$25 | Per sign |
| No. 1215, 2016 | Retroactively Permit a sign that has been installed without a Sign Permit in good standing | \$150 | Per sign |
| | Recovery Costs | | |
| No. 1215, 2016 | Sign Removal requiring equipment | \$200 | Per sign |
| No. 1215, 2016 | Sign removal not requiring equipment | \$50 | Per sign |