

**SCHEDULE 'A'**  
**GENERAL AND ADMINISTRATIVE**

Item	Fee
<b>All Departments - General Administrative</b>	
Photocopies - First 3 Free - each additional side Letter or legal size - Black and White	\$0.50
Photocopies - First 3 Free - each additional side Letter or legal size - Black and White	\$0.50
Photocopies - First 3 Free - each additional side 11*17 size - Black and White	\$1
Photocopies - each side Letter or legal size - Colour	\$1
Photocopies - each side 11*17 size - Colour	\$2
Photocopies of Special or Bound reports	At cost
Research and copying (after first 15 minutes)	\$15 per 15 minutes
Research and copying (each subsequent hour)	\$60 per hour
Offsite Document Retrieval Fee	At cost
Courier or shipping charges	At cost
List of Electors (Printed or electronic)	First one free for nominee then \$30
<b>Finance Administrative</b>	
Certificate of Taxes	\$30
Taxation Information - Electronic	\$200
Outstanding invoice account interest	1.5% per month compounded
Returned Cheque Service charge	\$25
Wire Transfer Fee	\$25
Annual Budget - Printed	Photocopy Rates
Copy of Tax or utility statement	\$10 per statement
Business licence Reports	\$35 per copy
<b>Engineering Administrative</b>	
Engineering Drawings	\$12 per print
<b>Planning and Building Administrative</b>	
Official Community Plan Bylaw (Printed and Bound)	\$50
Land Use Bylaw (Printed and Bound)	\$50
Zoning Map	\$20
Oversize building Drawings (Offsite printing)	\$40 plus blueprint costs
Property File Information Requests	\$50
Site Profile	\$50
Administrative fee to discharge a Section 57 Notice on title	\$500
Address change for building	\$250

**SCHEDULE 'B'**  
**COMMUNITY SERVICES (Parks, Playgrounds and Facility Rentals)**

Item	Fee		
	Per Hour	Per Day	Per Season
<b>Fields (Baseball, Softball, Soccer)</b>			
Field - Youth and Registered Charity	No Charge	No Charge	No Charge
Field - Adult	\$15	\$75	\$200
Field - Commercial/Corporate	\$20	\$100	\$200
<b>Tennis and Pickleball Courts</b>			
Courts - Youth and Registered Charity	No Charge	No Charge	No Charge
Courts - Adult	\$6.75	n/a	n/a
Cancellations	Credit only	n/a	n/a
<b>Special Use Areas</b>			
Special Use Area - Youth and Non Profit	No Charge	No Charge	No Charge
Special Use Area - Adult	\$15	\$75	n/a
Special Use Area - Commercial/Corporate	\$20	\$100	n/a
Newman Farm - Photo location	\$50	n/a	n/a
<b>Meeting Rooms</b>			
Meeting Room - Youth and Non-Profit	No Charge	No Charge	n/a
Meeting Room - Educational	\$15	n/a	n/a
Meeting Room - Private	\$30	n/a	n/a
Meeting Room - Commercial	\$35	n/a	n/a
<b>Room Set Up and Equipment</b>			
Room set up/clean up	40.00/hr	n/a	n/a
Security Deposit Fee	Min \$100 - cost plus 10%		
Authority to Waive if community contributor	Yes	Yes	Yes
<b>Parking</b>			
Island View Beach Parking	n/a	\$10	n/a

**SCHEDULE 'C'**  
**PUBLIC SAFETY**

Item	Fee
<b>Police</b>	
Discharge of shotgun & bowpermit (Police Service)	\$25
Crop Protection Permit (includes discharge permit for landowner)	\$5
Accident Report (Police Service)	\$50
Criminal Record Check (Police Service)	\$25
Criminal Record Check - volunteer (Police Service)	No Charge
Fingerprints - Volunteer (Police Service)	No Charge
Criminal Records Review Fingerprints (Police Service)	\$25
Criminal Records Review Fingerprints - Volunteer (Police Service)	No Charge
<b>Fire</b>	
Wood Stove Permit	No Charge
Oil/gas storage tank inspection fee - Aboveground	No Charge
Oil/gas storage tank inspection fee - Underground	\$50.00 (requires QEP report)
Open Air Burning Permit - Domestic Yard Waste or Agricultural Purpose	No Charge
Open Air Burning Permit - Incinerators	No Charge
Open Air Burning Permit - Category 3 Open Fire	\$60
Open Air Burning - Response Costs	At cost per Inter Agency Reimbursement Rates Office of the Fire Commissioner
Family Fireworks Permit	\$20
Display Fireworks Permit	\$75
Pyrotechnics Permit	\$75
Fire Safety Plan Review for Fireworks	\$150
Fire Protection Cost Recovery Fee for Fireworks and Firewatch	At cost per Inter Agency Reimbursement Rates Office of the Fire Commissioner
Second and Subsequent Fire Inspections	\$120 per visit
Fire Investigation	First 2 hours, no charge. Thereafter, \$100 per hour
Fire Safety Plan Review	First 2 hours, no charge. Thereafter, \$75 per hour
Fire Department Administrative Services	First hour, no charge. Thereafter, \$75 per hour
Special Request for Inspection	\$120
False alarm (after 3 false alarms in a 12 month period)	\$200 per response
No property reference within 30 minutes and no lockbox available	At cost per Inter Agency Reimbursement Rates Office of the Fire Commissioner

<b>Special Events</b>	
Road Event Use Permit - General local event for Non-Profit/Charity	No Charge
Road Event Use Permit - General local event	\$125
Road Event Use Permit - Major Elite Duathlon/Triathlon	\$250
Road Event Use Permit - Security Deposit	At cost plus 10% (Minimum \$100)
Film Production Permit Application Fee (pre Permit)	\$100
Film Production Permit Fee	\$400

**SCHEDULE 'D'**  
**TRANSPORTATION and MARINE**

Item	Fee
<b>Traffic and Highways</b>	
Removal of vehicle to storage - up to 1 ton	\$130 + 4.00/km
Removal of vehicle to storage - up to 1 ton - dolly charge	\$45.00
Removal of vehicle to storage - 1 ton to 3 tons	\$150 + 4.00/km
Storage of vehicle - up to 1 ton	\$40 per day
Storage of vehicle - over 1 ton	\$80 per day
Drop Fee	\$50
Chattels and obstructions - Storage fee	\$40 per day
Chattels and obstructions - Removal fee	At cost
Chattels and obstructions - Disposal fee	At cost
Removal of wheel lock - commercial vehicle	\$100
Removal of wheel lock - all other vehicles	\$75
Commercial Sign - annual maintenance	\$65
Commercial Sign - Installation on existing pole	\$230
Commercial Sign - Installation on new pole	\$350
<b>Marine</b>	
Impoundment	\$150
Towing Fee	\$200 per hour
Hauling Out Fee	\$200 per hour
Placing on blocks/remove from trailer	\$200 per hour
Vessel storage cost - per day per foot	\$3.50

**SCHEDULE 'E'**  
**ENVIRONMENTAL**

Item	Fee
<b>Tree Protection and Erosion Control</b>	
Tree Cutting Permit Application Fee	\$75
Amendment to Tree Permit	\$75
Hazardous Tree	\$0
Fee per tree requested for removal (to a maximum of \$200)	\$25 per tree
Surety for each replacement tree (to a maximum of \$10,000)	\$500 per tree
Cash-in-lieu of replacement trees required (if owner doesn't provide)	\$500 per tree
Cash-in-lieu for replacing District owned/managed trees (Funding ratio is 3 replacement trees for every tree removed)	\$750 per tree
Tree removal or damage without permit	\$50 per cm of trunk diameter
	Must plant a replacement tree
	\$500 surety per tree
<b>Soil Removal and Deposit</b>	
Soil Deposit/Removal Permit Fee up to 1,000CM	\$250
Soil Deposit/Removal Permit Fee over 1,000CM	\$500
Soil removal or deposit fee	\$0.50/CM
Soil removal or deposit fee without permit	\$1.00/CM
Soil tipping fee	\$150/truckload
Permit Renewal fee	\$100
Permit Transfer Fee	\$200

**SCHEDULE 'F'**  
**DEVELOPMENT APPROVALS**

Item	Fee
<b>Development Permits</b>	
Delegated Minor	\$800
Residential Use - 1 to 4 dwelling units - Minimum Fee or \$200 per proposed lot - whichever is the greater	\$2,500(Min)
Residential Use - 5 or more dwelling units - Minimum Fee or \$100 per proposed unit - whichever is the greater	\$3,100 (Min)
Industrial Commercial	\$3,100
Development Permit Discount For Affordable Housing - with Registered Housing Agreement	30% discount on fee
Development Permit and Development Variance Permit Discounts - 1903 Mount Newton Cross Road development project	Through resolution of Council, up to 100% discount on fee.
Development Variance Permit	\$2,500
Development Variance Permit Notification Signs	At cost to produce
Heritage Alteration Application	\$775
Development Permit Renewal	\$400
Amendments to Development Permits, Covenants, Easements, SRW's and Development Agreements	\$800
Landscape Deposit relating to Development Approval	125% of cost estimate
Landscape Warranty Deposit	10% of cost estimate
<b>Land Use and Community Plan Amendments</b>	
Residential Use - 1 to 4 dwelling units - Minimum Fee or \$360 per proposed lot - whichever is the greater	\$3,600 (Min)
Residential Use - 5 or more dwelling units	\$4,800
Non Residential or Mixed Uses	\$4,800
Zoning Text Amendment Application	\$2,500
Official Community Plan Amendment Application	\$3,600
Joint OCP Amendment/Rezoning Application	75% of combined fees
Heritage Revitalization Agreement	\$3,600
Rezoning/OCP/Heritage - Public Hearing Notification Fee	\$1,500
Rezoning/OCP/Heritage - Public Hearing Offsite Location Fee	\$5,000
Public Hearing Postponed by Applicant after notifications	\$500
Zoning or OCP Amendment Notification Signs	At cost to produce
<b>Board of Variance</b>	
Board of Variance Application	\$500
Signs - Board of Variance Sign Deposit	\$100
<b>Other Permits and Applications</b>	
Temporary Use Permit (TUP) Farm Camping	50% discount on fee
Temporary Use Permit (TUP) Commercial	\$2,500
Temporary Use Permit (TUP) Renewal	\$2,000
ALR Exclusion Application	\$2,200
ALR Exclusion Application - Public Meeting Notification Fee	\$1,500
Liquor/Cannabis Licence Application	\$2,500
TUP- ALR Exclusion - Liquor/Cannabis Licence - Public Meeting Notification Fee	\$1,500
Sign Permit with Delegated Development Permit	\$250
Sign Permit	\$125

**SCHEDULE 'G'**  
**DEVELOPMENT APPROVALS - SUBDIVISION**

Item	Fee
<b>Subdivision</b>	
Subdivision Application Fee , Boundary Adjustments and Lot Consolidations	\$1,500 plus \$100/lot
Subdivision Administration fee - based on cost of works	4% of cost up to \$200,000
Subdivision Administration fee - based on cost of works	3% of cost \$200,000 to \$500,000
Subdivision Administration fee - based on cost of works	2% of cost over \$500,000
Final Subdivision Application Fee	\$150
PLA Renewal Fee	\$375
Application for Final Approval - Small Subdivision	Included
Application for Final Approval - Large Subdivision	Included
Subdivision Notification Sign	At cost to produce
Strata Conversion Request	\$750
Driveway Permit	deposit

**SCHEDULE 'H'**  
**BUILDING PERMITS**

Item	Fee
<b>Building Inspection</b>	
<b>Building Permit Fees</b>	
Minimum Fee	\$150
Portion of construction value up to \$100,000	\$150 plus 1.30%
Portion of construction value from \$100,001 to \$500,000	plus 1.20%
Portion of construction value over \$500,000	plus 1.00%
<b>Plan Processing Fee (non-refundable; credited against building permit fee)</b>	
Construction value up to \$100,000	\$100
Construction value from \$100,001 to \$500,000	\$1,000
Construction value over \$500,000	\$2,500
<b>Building Permit Discounts</b>	
Step Code 4 (Part 9 building, if higher than required)	60% discount on fee
Step Code 5 (Part 9 building, if higher than required)	100% discount on fee
Professional Reliance Discount for Complex Buildings	5% to maximum of \$500
Secondary Suite Portion of a Building Permit (within an existing house only)	100% discount on fee
1903 Mount Newton Cross Road development project	Through resolution of Council, up to 100% discount on fee.
<b>Construction Deposit (refundable)</b>	
Construction value up to \$100,000	\$500
Construction value from \$100,001 to \$500,000	\$1,250
Construction value over \$500,000	\$1,500
Demolition permit	\$500
<b>Miscellaneous Fees</b>	
Blasting Permit	\$75
Work started before permit issued	1.5 x Fee
Permit renewal	\$150
Permit renewal (for projects at \$500,000 or greater initial construction value)	\$300
Reinspection	\$100
Alternative Solution Review	\$300
Special Inspection after work hours (Min 4 hours)	\$135/hr
Plan Change Request	See Schedule 'F'
<b>Plumbing Inspection</b>	
<b>Plumbing Permit Fees</b>	
Minimum fee	\$50
Per fixture	\$20
Hot water tank	\$20
Floor drain	\$20
Each sump, catch basin, manhole, interceptor	\$50
Combined storm, sewer and water for a detached dwelling	\$50
Each install of a storm, sewer or water service	\$50
Each service capping plus labour equipment and material	\$50
Installation of rain water leaders	\$50
Irrigation sprinkler system	\$50
Backflow protection device (first one)	\$50
Each additional backflow protection device	\$20
Plumbing for swimming pool	\$50
Other equipment not listed	\$50
<b>Fire Protection Plumbing Permits</b>	
Each fire protection standpipe	\$20

**SCHEDULE 'I'**  
**BUSINESS LICENSES**

Item	Fee
<b>Business Licensing</b>	
Daily	\$35
Home Based Business - Renewals	\$0
Home Based Business - New Applications	\$50
Home Based Business - Late Renewal Fee	\$50
Intermunicipal - Renewals	\$0
Intermunicipal - New Applications	\$100
Intermunicipal - Late Renewal Fee	\$100
Intercommunity - Renewals	\$0
Intercommunity - New Applications	\$170
Intercommunity - Late Renewal Fee	\$170
Farm Based Business - Renewals	\$0
Farm Based Business - New Applications	\$25
Farm Based Business - Late Renewal Fee	\$25
Small Commercial - Renewals	\$0
Small Commercial - New Applications	\$100
Small Commercial - Late Renewal Fee	\$100
Large Commercial - Renewals	\$0
Large Commercial - New Applications	\$200
Large Commercial - Late Renewal Fee	\$200
Non Resident - Renewals	\$0
Non Resident - New Applications	\$100
Non Resident - Late Renewal Fee	\$100

**SCHEDULE 'J'**  
**UTILITIES**

Item	Fee
<b>Water</b>	
Water Connection Charge	At Cost
Hydrant Connection Charge	At cost plus water use
Fire Protection Connection	\$47 per period
Reconnection Fee	\$77.50
Billing Change - interim billing	\$60
Billing Change - interim Billing on estimated	\$30
Billing Change - interim billing at end of period	\$30
Basic Water Charge - residential or commercial	\$47 per period
Basic Water Charge - multiple residential or commercial per unit	\$47 per period
Basic Water Charge - Agricultural	\$47 per period
Basic Water Charge - non municipal	\$94 per period
Water consumption - per cubic meter	\$2.2140
Water consumption Leak Rate - per cubic meter	\$1.3593
Regional Agricultural Rate (CRD Program)	\$0.2105 per CM
Agricultural Residential Rate - first 456 cubic metres	\$2.214 per CM
Agricultural Residential Rate - after first 456 cubic metres	\$0.2105 per CM
Community Gardens Water Rate	\$0.00
Discount for early payment	10%
Request for meter reading - meter accurate	\$77.50
Request for meter reading - meter not accurate	No charge
<b>Senanus Area</b>	
Mt Newton/Senanus Service Connection Fee	\$8,075.19
Mt Newton/Senanus water rates	Regular Water Rate
<b>Sewer</b>	
Sewer User Charge - per cubic meter	\$2.4088
Sewer Connection Charge	At Cost
<b>Storm Drainage</b>	
Storm Drainage Connection Charge	At Cost

**SCHEDULE 'K'  
ANIMAL CONTROL**

Item	Fee
<b>Dog Licence Fees</b>	
Neutered male	\$30
Unneutered male	\$45
Spayed female	\$30
Unspayed female	\$45
Dangerous Dog	\$100
Guide or Police Dog	\$0
Replacement Tag	\$5
Late Payment Penalty	\$10
Mailed Dog Tag (Postage and handling)	\$4
Fee Reduction if Licensed after July 1	50% after July 1
<b>Impound Fees</b>	
Dog - first	\$75
Dog - second	\$100
Dog - third	\$150
Dog - penalty if also unlicensed	\$20
Dog - maintenance each 24hrs	\$15
<b>Dangerous Dogs</b>	
Dog - first	\$100
Dog - second	\$250
Dog - third	\$500
Dog - penalty if also unlicensed	\$20
Dog - maintenance each 24hrs	\$15
<b>Cats</b>	
Cat - impound	\$25
Dog - maintenance each 24hrs	\$10
Unspayed or unneutered impound	\$200
<b>Farm Animal</b>	
Impound	\$50
Farm Animal - maintenance each 24hrs	\$10
<b>Bird, Fur Bearing Animal, Rodent, Raccoon, Reptile, Skunk or Squirrel</b>	
Impound	\$10
Fur etc - maintenance each 24hrs	\$10