



ADMINISTRATIVE REPORT

Report Date: August 16, 2019
Contact: Stanley Leung
Contact No.: 604.871.6662
RTS No.: 013276
VanRIMS No.: 08-2000-20
Meeting Date: September 11, 2019

TO: Standing Committee on Policy and Strategic Priorities

FROM: Director of Strategic Operations, Planning and Program Management - Development, Buildings and Licensing, General Manager of Planning, Urban Design and Sustainability, General Manager of Engineering Services, and CFO and General Manager, Finance, Risk and Supply Chain Management

SUBJECT: 2020 Fee Increases for Rezoning, Development, Building, and other related permits

RECOMMENDATION

- A. THAT Council approve, in principle, the adjustment of fees for development, construction and other related matters generally in accordance with Appendix A.
- B. THAT the Director of Legal Services be instructed to bring forward for enactment the necessary amendments to the Building By-law No.12511, Electrical By-law No. 5563, Gas Fitting By-law No. 3507, Miscellaneous Fees By-law No. 5664, Noise Control By-law No. 6555, Protection of Trees By-law No. 9958, Secondary Suites Inspection By-law No. 6553, Sign Fee By-law No. 11880, Subdivision By-law No. 5208; and Zoning and Development Fee By-law No. 5585, generally in accordance with Appendix A, to be effective January 1, 2020.
- C. THAT the Director of Strategic Operations, Planning and Program Management - Development, Buildings and Licensing; General Manager of Planning, Urban Design and Sustainability; and General Manager of Engineering Services be directed to advise the development and building community of the Rezoning, Development and Building Permit fee changes.

REPORT SUMMARY

In October 2017, Council approved a two-year plan to make improvements to the processes that support Rezoning, and Development & Building Permits. This plan included increases to fees above inflation, in order to fund additional staff needed to support the significant increase in volume of applications and the growing complexity of development in Vancouver.

This report provides an update on that plan, along with the following key recommendations:

1. The addition of 10 new regular full time and one new temporary full time positions in 2020 to support planning and development work across PDS, DBL, Engineering Services, and VFRS;
2. The regularization of 14 existing temporary full time positions;
3. The re-classification of six existing regular full time positions;
4. Increases to the following development-related fees:
 - A 3% increase in most categories;
 - A zero percent increase in Class V (Air Space) application Section 5b of the Subdivision Fees By-law;
 - Specific fee adjustments to two fees that are currently set significantly below full cost recovery:
 - An adjustment to the Rezoning fee in Schedule 2, Section 1 of the Zoning and Development Fee By-law from \$15,680 to \$40,394
 - An adjustment to the fee for an Appeal to the Board of Variance/Parking Variance in Schedule 1, Section 6 of the Miscellaneous Fees By-law from \$531 to \$2,300.

If approved by Council, amendments to the affected by-laws will be prepared by Legal Services and brought forward for enactment in November 2019, generally in accordance with the attached schedules in Appendix A, to be effective on January 1, 2020.

COUNCIL AUTHORITY/PREVIOUS DECISIONS

Prior to 2015, building and development fees were adjusted annually according to an established index to stay consistent with inflation. This method, while simple to implement, did not fully account for the cost from changes in staff complement to manage increasing workloads.

In 2015, an external consultant was hired to undertake a comprehensive fee review to determine the full cost (direct and indirect) of providing services related to the intake, review, issuance and inspection of development, building, rezoning and related permits in relation to corresponding revenue budget. This review found that the City was under-recovering on most fee categories that should be set on a cost recovery basis.

As a result of the 2015 comprehensive fee study staff have undertaken more frequent and in-depth reviews on development and planning related costs and fees to ensure that fee rates are set to align with costs. Since 2015 Council has approved fee increases above the prescribed rate of inflation to realize full cost recovery over several years. (Appendix B – Council Decisions 2015-2016)

In 2017, in light of permitting backlogs and significant applicant complaints, Council approved a plan to add 75 new staff over two years to support planning and development workloads, and to transfer existing development-related costs (approx. \$10M) from taxes to fees. The first phase of this plan added 42 staff, supported by a 9% increase in most fee categories. Some complex development fees increased by 19%, along with other more significant increases in targeted areas.

In 2018, Council approved the second phase of the two-year plan. The plan was refreshed based on lessons learned during 2018, and an additional 9.5 FTE positions were approved to address Council Priorities to further expedite Affordable Housing and Commercial Renovations, and to deliver the Rain City Strategy. Fees increased by 12% in most categories, (with a 0% increase in laneway development fees, 15% in some development and building fees, 22% in some rezoning fees, and 55% for two specific rezoning fees to account for the complexity of reviews).

CITY MANAGER'S/GENERAL MANAGER'S COMMENTS

The City Manager RECOMMENDS approval of the foregoing.

REPORT

Background/Context

It is Council policy that development fees and other charges be established on the basis of the cost of providing the associated services or at a market level where the service is provided in a market environment. Over the past three years, staff have undertaken comprehensive cost reviews to strategically align fees with service delivery.

Since 2008, application volumes have increased significantly as has the complexity associated with processing new developments. In support of the City's priorities for providing affordable housing and for building sustainable and healthy communities, numerous planning and development policy and regulation changes have been implemented to improve the quality of communities and buildings.

2018 - 2019 Two-Year Process Improvement Plan

Analysis conducted in 2017 showed that application volumes increased by around 25% between 2008 and 2016, whereas in the same time period, staff dedicated to perform this work had increased by just 6%. As a result of this mismatch between the volume of incoming work and available resources to process this work, significant work backlogs built up. The City received an increasing number of complaints from applicants about the length of time it was taking for the City to process permit applications. In 2017, an analysis showed that the City would need to add 150 new staff to keep up with forecasted volumes.

Acknowledging the significant efforts underway to improve processes and systems, staff recommended that the City hire half of this estimated need over a two-year period. This approach also recognized that recruiting this number of new employees would present significant challenges (e.g. recruitment, on-boarding, office space needs, etc.). In order to fund these new positions, staff recommended necessary fee increases (refer to previous Council decisions).

In 2018, staff brought the second year of the two-year plan to council for approval. Based on the experience in recruiting the first phase of the resources, and to reflect the emerging needs of the City, the number of resources in the plan was increased by 9.5 FTE. The allocation of resources in the second year of the plan was focused more heavily towards supporting affordable housing, commercial renovations, and implementing the Rain City Strategy. Before the end of this year, recruitment of all the 84.5 positions in the two-year plan will be completed.

Service Impacts from 2018-2019 Hiring Initiative

Given the large permit processing backlogs that existed at the beginning of 2018 it was anticipated that significant and sustained improvements would not be realized until well into the second year of the two year plan.

That notwithstanding, the following improvements in service delivery have been achieved over the last two years:

- Average wait times for Building & Development customers at the Services Centre have dropped by 47% over the last twelve months (average wait time for applications has dropped from 2h 28m down to 1h 18m). At the same time, there has been a 40% increase in customers in this queue.
- There has been a significant and sustained reduction in the number of open permit applications – for example in Low Density Housing, we have seen a 49% reduction in the number of open permits (1,165 down to 593), with a 65% reduction in the number of permits open for more than 18 weeks (733 down to 254).
- We have converted the Affordable Housing (SHORT) pilot into a dedicated team working with applicants to prioritize and expedite high impact social housing projects. Median processing times are tracking well against target.

| | Target (wks) | Current Median (wks) | Projects/Units |
|---|---------------------|-----------------------------|--------------------------|
| Rezoning (wks to public hearing) | 28 | 28.8 | 12 Projects, 1,081 Units |
| Development Permit (wks to decision) | 12 | 12.1 | 20 Projects, 1,762 Units |
| Building Permit (intake to Stage 1 issue) | 6 | 11.6 | 10 Projects, 726 Units |

Note: Figures include projections for projects in process

- 10 Social Housing proposals were rezoned through the SHORT process in 2018-2019, with a reduced timeline of 28 weeks, enabling the success of the pilot. Over 20 Social Housing projects have already initiated rezoning discussions with staff or submitted enquiries and are anticipated to move forward in 2019-2020.
- Since we initiated the SHORT pilot we have mobilized projects containing 978 units of affordable housing with a further 2,678 units working their way through the process.
- We have enabled electronic applications for Trades Permits, with around 95% of these permit applications now being submitted online. Similarly, Noise Exception permits are now 99.5% online.
- We have enabled the auto-issuance of simple gas permits (for boilers and ranges). This means that an applicant can apply for and receive their gas permit almost instantly if the permit meets the pre-determined criteria. So far in 2019, around 14% of gas permits have been auto-issued (around 2.5% of all trades permits). We will be enabling similar auto-issuance of simple electrical permits in September 2019.

- Our Buildings & Trades inspections schedule compliance measure (our measure of how often we complete a scheduled inspection on the day it is requested) is now at 92% overall, with our Buildings Inspection compliance having increased from around 80% to around 90% over the last twelve months.
- We have created a new Renovations Centre bringing together staff who process both commercial renovations and housing renovations. We are also well underway with our detailed review of our commercial renovations processes.
- A housing team of nine staff has been created in the Rezoning Centre to support the increased number of complex housing projects, including pilot program for Middle Income Rental Housing (MIRHPP). Over 15 MIRHPP and social housing projects are being processed through this team to move these projects more quickly through the application process.
- While the number of applications in 2017 and 2018 increased, the overall processing times for completion of Rezoning applications have been reduced by approximately one month, from 12 months to 11 months, including a 27% reduction in Engineering reviews (from 29 weeks down to 21 weeks).
- A new condensed rezoning process was developed in 2019 for processing the Cambie Corridor Townhouse applications. Over 40 of these rezoning cases have been approved at Public Hearing.
- Current Planning staff continues to examine processes and procedures to improve customer service and shorten timelines. This includes early discussions about sites and opportunities, design workshops with housing providers, and early outreach and information sharing with non-profit housing providers.
- The Regulation Redesign Project has improved user friendliness of the Zoning and Development By-law, created a new zoning web page, and a new zoning and land use document library.
- With the PDS executive team fully staffed in Q2 2019, an increased focus on all Council priorities and strategies has seen accelerated action. An end-end review of the development process has been initiated in conjunction with Regulation Redesign, with support from Engineering and DBL executive team. This new focus has resulted in a deeper understanding of our client base, more sophisticated forecasting and an enhanced partnership between DBL, Engineering and PDS.

Addressing Council Priorities and Ongoing Challenges

While service levels are seeing improvements there are still a number of challenges that staff will be facing over the next several years. Furthermore, staff will continue to prioritize efforts to deliver key Council Priorities.

Affordability and the Housing Crisis

Based on the current volume of rezoning enquiries and market direction, significant increases in the number of applications for Social, Affordable and Rental projects are forecasted. These are typically complex projects located outside of Community Plan areas, where limited policy direction exists regarding higher density forms of development. Moreover, area stakeholders and neighbourhood residents are often not anticipating change and concerned about the potential impacts of these proposed applications. This environment of uncertainty normally requires increased time and effort in the processing of these applications, with the need for

multiple iterations of design and more extensive engagement with the community and stakeholders.

To enable and support the successful delivery of the Council Priorities around affordable housing, staff are proposing to add a new team to the Rezoning Centre with a focus on delivering priority housing initiatives from inception through to enactment of the zoning. This will allow for enhanced customer service working with both the community and housing providers including non-profit organizations and governmental agencies. Engineering is proposing to regularize two key positions in order to provide secured, dedicated and senior support for affordable housing initiatives.

In 2018 some of the new positions in the original ask of 75 were reprioritized to support affordable housing and commercial renovations. In doing this we repurposed some previously planned additional buildings and trades inspectors. As a consequence, we were unable to keep up with the volume of inspections needed to ensure that permitted development could be occupied. To address this, we funded several temporary positions outside of the fee review. We now recommend regularizing these positions.

Deliver Quality Core Services that Meet Residents' Needs

To support this Council Priority, staff recommend expanding the One-Stop Model at the Services Centre by providing the full time presence of Development Planning staff. This proposal recommends adding two new positions to be responsible for assisting walk-in customers, phone calls, and providing technical advice and/or design approvals for a variety of applications and permits in real time to Services Centre customers

Increasing Complexity and Demand for Rezoning Services

The number of anticipated rezoning applications for 2019 is approximately 110. This is a significant increase over the average for the past 5 years. The forecasted additional volumes are expected from recently adopted Community Plans (e.g. Cambie Corridor, Grandview Woodland), affordable housing initiatives (e.g. MIRHPP and social housing), and market rental housing projects. New Housing initiatives will continue to drive demand well past 2020.

The Cambie Corridor Townhouse application volumes are projecting higher than previously forecasted based on the current applications and the interest expressed by the development community. These applications follow a condensed process; however, complexity is impacting staff resources more than originally anticipated.

To help meet this new demand, staff has proposed the addition of two technical positions who will be dedicated to streamlining application intake, distribution and handling initial case file management and production. This will assist in improving processing times, work flow and coordination between divisions and departments and reporting and monitoring performance outcomes that improve and enhance customer service targets and manage client expectations.

More complex infill and development projects lead to more complex infrastructure needs. There is increased focus on reducing long term risk by focusing on the quality of infrastructure delivered to the City by developers. Quality and project management procedures are being enhanced for the delivery of infrastructure by developers to increase coordination, quality control and oversight. More regular updates will be provided to policies and bylaws, such as the Parking By-law, to keep them in line with current industry approaches. Engineering is proposing to add one position, regularize two other senior positions, and re-class six to address this.

Engineering will continue to monitor this challenge in conjunction with delivering on Council priorities.

Delays in Fire Related Occupancy Inspections

With processing times improving in a number of permit streams, the demand for fire related inspections to keep in line with the pace of throughput has significantly increased. Over the last two years, multiple coordinated occupancy inspections were being scheduled by various groups resulting in conflicting requests for inspections. Moreover the demand for phased-in occupancy for new construction projects is increasing the number of site inspections and as a result the number of multiple final occupancy inspections per premise is also increasing.

The current workload is managed by one re-assigned resource (working 4 days a week) conducting all fire related inspections generated from building and development related applications. In 2018, a total of 660 inspections relating to building, development, rezoning and trades were scheduled for this one resource which is resulting in a backlog of 8-10 inspections a week on a consistent basis. This results in delays, or further re-assignment of resources from Fire or simply an inability to conduct the inspection.

Delays are further exacerbated as inspections become more complex over time. The updated building and fire bylaws allow for increased number of alternative solutions for various construction projects which increases the complexity for inspecting buildings and ensuring fire bylaw compliance. Also with the rise in the number of 6 storey wood frame buildings, the need for multiple inspections due to high risk of fire during construction phase is also increasing. The lack of capacity to deal with inspections is resulting in delays and potential unsafe practices during construction.

Simple occupancy inspections take approximately 2.25 hours per inspection with the more complex inspections requiring up to a full day (6-8 hours). With the increase in the number of permits requiring more complex inspections the amount of time spent on each of the inspections is increasing. Staff are proposing an additional resource to better manage the existing workload.

Transitioning to Online Services

As a result of our transition to more online services, staff has identified the need to improve the quality & consistency of information online and to assist customers in navigating and managing their online accounts. One temporary position was created in 2017 to focus on technical training of our internal teams, with a second temporary position to help customers manage their online accounts, e.g. password resets, permit transfers between accounts and other technical challenges with using the system. Staff recommends regularizing these two positions and adding a new fee-funded temporary position to further support this effort.

Summary of Proposed New Staff Investments

To achieve our service objectives and deliver the stated Council Priorities without negatively impacting permit processing times, staff recommend additional positions to be funded through rezoning, development and building permit fees.

| Department | 2020 Proposed | |
|--------------|--|------------------------|
| | New Positions | TFT to RFT Conversions |
| ENG | 1 RFT, 6 re-classed RFT positions | 4 |
| DBL | 1 TFT | 10 |
| PDS | 8 RFT | - |
| VFRS | 1 RFT | - |
| Total | 10 RFT, 6 Re-classed RFT, 1 TFT | 14 |

The total cost of these staff additions (including benefits, and other operating costs) is \$2.8M, which are included in the proposed fee increases described below.

INDUSTRY COMMENTS/FEEDBACK

We notified a number of industry partners of the recommended fee increases on August 26, 2019. Feedback at the time of writing this report has been limited; however, the increase to the Board of Variance appeal fee has generated the greatest number of comments.

Proposed 2019 Fee Increases

Fees are typically adjusted on an annual basis to stay consistent with inflation and changes to the cost base. A number of key principles have been used to develop the recommendations in this report:

- Ensure that development fees reflect actual effort and costs;
- Direct development costs to development-related services and minimize impact on taxpayers;
- Minimize impact on small homebuilders, small businesses and small projects;
- Increase fees proportionate to scale and complexity of projects;
- Reflect market conditions for construction costs.

In addition to the \$2.8M for the proposed new staff positions, existing staffing and other staffing related costs (net of improvements in cost allocations & tracking) are expected to increase by approximately \$1M after adjusting for inflation (total \$3.8M net increase).

Staff are projecting an increase in permit revenue volume of \$1.4M in 2020, and in order to balance program costs to program revenue, an incremental \$2.3M will be required from fee increases in 2019.

| | |
|--|---------------|
| Inflationary cost increases on existing team | \$1.0m |
| Recommended additional resources to meet evolving needs and council priorities | \$2.8m |
| Total projected cost increases in 2020 | \$3.8m |
| Additional revenue as a result of forecast volume increases in 2020 | \$1.4m |
| Residual incremental revenue needed to meet costs | \$2.3m |

In order to make up the \$2.3M of costs, staff recommend that fees are increased in 2020 as follows:

- A 3% increase in most permit fee categories (generate \$1.2M);
- A zero percent increase in Class V (Air Space) application Section 5b.
 - A zero percent increase is being recommended for the Air Space Parcel Fee charged under section 5b Schedule F of the Subdivision By-law. This fee was specifically reviewed with all internal groups (Legal, ACCS, REFM, Engineering-Subdivision, PDS, DBL and Finance) that are involved in this process due to concerns raised at Council for this particular fee.
 - While the current Air Space parcel fee under section 5b of Schedule F is set at \$47,700.00, current financial analysis shows that the cost vs revenues collected under the Subdivision By-Law (which includes the Air Space Parcel Fee) are currently under recovering. However, to support and enable the creation of air space parcels for securing public benefits in new developments, staff is recommending that the Air Space parcel fee under section 5b of Schedule F be kept as status quo and not be increased for 2020.
- An adjustment to Rezoning fee for Section 1 of Schedule 2 of the Zoning and Development Fee By-law (Change Zoning District Except to CD-1) from \$15,680 to \$40,394 (generate \$1.0M)
 - In 2018, Council approved the new RM-8A/RM-8AN district to enable the development of townhouses in select areas identified in the Cambie Corridor Plan and Grandview-Woodland Community Plan. Privately initiated rezonings in these areas are subject to a fee to change from the current zoning to the new RM-8A/RM-8AN district. As a result, all of these applications fall under Section 1 of Schedule 2 of the Zoning and Development Fee By-law.
 - As a number of these applications have now been processed, staff's assessment has shown that the actual times required for their review is 70% of a full CD-1 rezoning application. The fee is thus proposed to be adjusted accordingly to a 70% cost of a full CD-1 rezoning application, recognizing that a form of development is not reviewed at the rezoning stage.
- An adjustment to the fee for appealing to the Board of Variance found in section 6 of the Miscellaneous Fees By-law "Appeal to Board of Variance/Parking Variance" from \$531 to \$2,300 (generate \$0.14M)
 - This fee adjustment reflects the increased expense related to the processing of cannabis-related appeals since 2017. These appeals have incurred additional costs related to neighbourhood notices, staff overtime and legal expense.
 - The adjusted fee will also allow for improved cost-recovery of appeal's to the Board of Variance. The proposed increase in fees will allow the City to recover a significant portion of projected costs of these appeals. While staff are mindful of the City's full cost-recovery policy, staff are concerned that a steeper increase in appeal fees may discourage the filing of appeals. Staff will monitor the cost-

recovery following this fee adjustment and report back to Council in 2020 with proposed adjustment as appropriate.

It should be noted that even with the fee increases identified above, rezoning fees will continue to under-recover the staff costs associated with rezoning applications. The increases proposed in this report will make great strides in better recovering costs, but additional work is required to fully evaluate effort against cost, particularly for large rezonings.

The above recommended increases include inflation adjustments as well as increases resulting from the review. The detailed increases to specific fees are included in Appendix A.

Other Related (Engineering) Development Fees

Engineering Services will be providing an update on Engineering fees in December 2019. While some of these fees and services are related to Rezoning, Development and Building Permits they are administered under different by-laws not reviewed in this report. Given the increased complexity related to infrastructure impacts due to development, these Engineering fees may adjust higher than the rate of inflation to better align fee rates with costs.

Financial

Based on current application volume projections, the proposed fee increases are estimated to generate additional revenue effective January 1, 2020 to offset increased costs as noted in this report. Additional revenues from fee increases proposed in this report are composed of:

- Approximately \$2.3M of additional annual operating budget revenue.
- Approximately \$0.14M in additional Board of Variance revenue.

Legal

Council is authorized to impose fees pursuant to the *Vancouver Charter*.

CONCLUSION

In order to fully recover costs associated with development, building and related services applications and permit processing, it is recommended that fees be increased by the amounts outlined in Appendix A.

The proposed fee increases would be effective January 1, 2020.

It is also recommended that the City give notice to all interested parties of the increase, and that Legal Services bring forward by-law amendments as required for enactment.

* * * * *

Zoning and Development Fee By-law - No. 5585
Schedule 1 – Development Permits

| One-Family Dwelling, One-Family Dwelling with Secondary Suite, Two-Family Dwelling, Two-Family Dwelling with Secondary Suite, and Laneway House | <u>Current Fees</u> | <u>Proposed Fees</u> |
|--|---------------------|----------------------|
| 1. For a new one-family dwelling, one-family dwelling with secondary suite, two-family dwelling, or two-family dwelling with secondary suite, and its accessory building or accessory use to an existing one- or two-family dwelling or one- or two-family dwelling with secondary suite, where such an addition, alteration, change of use, accessory building or accessory use is equal to or greater than 60 m ² in gross floor area: | | |
| (a) where the permit would be issued as an outright approval or as a conditional approval pursuant to Section 3.2.7 of the Zoning and Development By-law | \$2,250.00 | \$2,320.00 |
| (b) where the permit would be issued as a conditional approval, except as provided for in Sections 1(a), 1(c) and 1C | \$3,270.00 | \$3,370.00 |
| (c) where the permit would be issued as a conditional approval after proceeding to a review by a Council-appointed advisory design panel | \$5,250.00 | \$5,410.00 |
| 1A. Except as provided for in Section 1B, for an addition, alteration, relaxation, change of use, accessory building or accessory use to an existing one- or two-family dwelling or one- or two-family dwelling with secondary suite where such addition, alteration, change of use, accessory building or accessory use is less than 60 m ² in gross floor area: | | |
| (a) where the permit would be issued as an outright approval, or where a relaxation of the required yards, building depth or maximum building height is required and where the relaxation of a required rear yard would be less than 60% of what is required by the applicable District Schedule, or where the permit would be issued as a conditional approval pursuant to Section 3.2.7 of the Zoning and Development By-law | \$572.00 | \$589.00 |
| (b) in all other cases | \$1,130.00 | \$1,160.00 |
| 1B. For conversion of a one-family dwelling to a one-family dwelling with secondary suite | \$784.00 | \$808.00 |
| 1C. Notwithstanding Section 1, for a one-family dwelling in the RS-3, RS-3A, RS-5, RS-6 or RS-7 Districts which includes permission by the Director of Planning to increase the maximum Floor Space Ratio otherwise permitted by the District Schedule | \$3,750.00 | \$3,860.00 |
| 1D. Despite Section 1, for a two-family dwelling in the RS-7 District which includes permission by the Director of Planning to increase the maximum permitted Floor Space Ratio otherwise permitted by the District Schedule | \$3,750.00 | \$3,860.00 |
| 1E. For a permit for a laneway house: | | |
| (a) Where the laneway house is one-storey and there is no relaxation of siting or maximum height required | \$1,250.00 | \$1,290.00 |
| (b) In all other cases | \$1,920.00 | \$1,980.00 |
| Multiple Dwellings and Freehold Rowhouses | | |
| 2. For a multiple dwelling or freehold rowhouse, or for an addition to an existing multiple dwelling or freehold rowhouse: | | |
| (a) where the permit would be issued as an outright approval or as a conditional approval pursuant to Section 3.2.7 of the Zoning and Development By-law: | | |

| | | |
|---|--------------|--------------|
| Each 100 m ² of gross floor area or part up to 500 m ² | \$1,250.00 | \$1,290.00 |
| For each additional 100 m ² of gross floor area or part | \$623.00 | \$642.00 |
| Maximum fee | \$50,500.00 | \$52,000.00 |
| (b) where the permit would be issued as a conditional approval, except as provided in Section 2 (a): | | |
| Each 100 m ² of gross floor area or part up to 500 m ² | \$1,740.00 | \$1,790.00 |
| For each additional 100 m ² of gross floor area or part | \$1,160.00 | \$1,190.00 |
| Maximum fee | \$224,000.00 | \$230,700.00 |

Other Uses (Other Than One- or Two-family or Multiple Dwellings)

| | | |
|--|--------------|--------------|
| 3. For a new principal building or use, or for an addition to an existing building or use, being in all cases other than a one- or two-family dwelling and a multiple dwelling: | | |
| (a) where the permit would be issued as an outright approval or as a conditional approval pursuant to Section 3.2.7 of the Zoning and Development By-law: | | |
| Each 100 m ² of gross floor area or part up to 500 m ² | \$856.00 | \$882.00 |
| For each additional 100 m ² of gross floor area or part | \$411.00 | \$423.00 |
| Maximum fee | \$42,000.00 | \$43,300.00 |
| (b) where the permit would be issued as a conditional approval except as provided in Section 3(a): | | |
| Each 100 m ² of gross floor area or part up to 500 m ² | \$1,540.00 | \$1,590.00 |
| For each additional 100 m ² of gross floor area or part | \$959.00 | \$988.00 |
| Maximum fee | \$224,000.00 | \$230,700.00 |

Alterations, Changes of Use (Other Than One- or Two-family Dwellings)

| | | |
|--|------------|------------|
| 4. For an accessory building or accessory use to a principal building or principal use already existing, or for an alteration, relaxation, or change of use to an existing building, being in all cases other than a one- or two-family dwelling: | | |
| (a) where the permit would be issued as an outright approval or as a conditional approval pursuant to Section 3.2.7 of the Zoning and Development By-law: | | |
| Each 100 m ² of gross floor area or part thereof | \$737.00 | \$759.00 |
| Maximum fee | \$5,900.00 | \$6,080.00 |
| (b) where the permit would be issued as a conditional approval, except as provided in Section 4(a): | | |
| Each 100 m ² of gross floor area or part thereof | \$1,067.00 | \$1,100.00 |
| Maximum fee | \$7,630.00 | \$7,860.00 |
| (c) where the change of use does not require a comprehensive development review or minor amendment | \$374.00 | \$385.00 |

Outdoor Uses

| | | |
|--|----------|----------|
| 5. For a parking area, storage yard, nursery, or other development which, in the opinion of the Director of Planning, is similar: | | |
| (a) where the permit would be issued as an outright approval or as a conditional approval pursuant to Section 3.2.7 of the Zoning and Development By-law: | | |
| Each 200 m ² of site area or part up to 1 000 m ² | \$572.00 | \$589.00 |
| Each additional 200 m ² of site area or part | \$195.00 | \$201.00 |
| (b) where the permit would be issued as a conditional approval, | | |

| | | | |
|--|---|--|--|
| | except as provided in Section 5(a): | | |
| | Each 200 m ² of site area or part up to 1 000 m ² | \$784.00 | \$808.00 |
| | Each additional 200 m ² of site area or part | \$374.00 | \$385.00 |
| 5A. | For a Farmers' Market | \$692.00 | \$713.00 |
| Developments Requiring Development Permit Board Approval | | | |
| 6. | For an application which proceeds to the Development Permit Board: | | |
| | (a) instead of the fees referred to in Sections 1 to 4: | | |
| | Each 100 m ² of gross floor area or part up to 15 000 m ² | \$1,370.00 | \$1,410.00 |
| | Each additional 100 m ² of gross floor area or part over 15 000 m ² | \$261.00 | \$269.00 |
| | (b) instead of the fees referred to in Section 5: | | |
| | Each 200 m ² of site area or part up to 1 000 m ² | \$864.00 | \$890.00 |
| | Each additional 200 m ² of site or part | \$418.00 | \$431.00 |
| Child Day Care Facility, Cultural Facility Or Social Service Centre | | | |
| 7. | For a child daycare facility, cultural facility or social service centre, where the applicant is an incorporated non-profit society | \$727.00 | \$749.00 |
| Demolitions | | | |
| 8. | For the demolition of residential rental accommodation, a building listed on the Heritage Register or a residential building located in the RS-1, RS-3, RS-3A, RS-5 and RS-6 or FSD District | \$399.00 | \$411.00 |
| | | 25% of the fee that would, except for this provision, apply (with a minimum fee of \$831.00) | 25% of the fee that would, except for this provision, apply (with a minimum fee of \$856.00) |
| Preliminary Applications | | | |
| 9. | For an application in preliminary form only | | |
| | NOTE: This fee will be deducted from the fee for an application in complete form which follows approval of a preliminary application. | | |
| Revisions | | | |
| 10. | For the second revision and every subsequent revision of drawings which are required because of non-compliance with the Zoning and Development By-law, or because there is insufficient information to satisfactorily process the permit, or because the applicant wishes to alter the use or form of development and where less than 15% of the gross floor area or building exterior is altered or less than 15% of the gross floor area is changed in use: where the permit is to be issued under: | | |
| | (a) sections 1 and 7 of this schedule | \$374.00 | \$385.00 |
| | (b) all other sections of this schedule - | 10% of the fee that would, except for this provision, apply (with a minimum fee of \$685.00) | 10% of the fee that would, except for this provision, apply (with a minimum fee of \$706.00) |
| Minor Amendments | | | |
| 11. | For each minor amendment to a permit where less than 15% of the gross floor area or building exterior is altered or less than 15% of the gross floor area is changed in use and: | | |
| | (a) where the original permit was issued under Sections 1 and 7 of this schedule | \$374.00 | \$385.00 |
| | (b) where the original permit was issued under any other section of | 25% of the fee | 25% of the fee |

this schedule or where the exterior alterations are to a commercial building which has no development permit authorizing its construction and where the alterations are to not more than one storey

that would, except for this provision, apply (with a minimum fee of \$374.00)

that would, except for this provision, apply (with a minimum fee of \$385.00)

Extensions And Renewals

| | | | |
|-----|--|----------|----------|
| 12. | For an extension of the period of validity of a development permit application or a development permit, or for a renewal of a development permit which has become void | \$784.00 | \$808.00 |
| 13. | For the renewal of a development permit issued with specified time limitations where the conditions of approval have not changed: | | |
| (a) | for a community care facility or all uses where the applicant is a duly incorporated non-profit society | \$348.00 | \$358.00 |
| (b) | for all other uses | \$735.00 | \$757.00 |

NOTE: Where an application is made for the retention of identical uses on more than one site controlled by the same applicant, providing the renewals are required annually and are filed simultaneously, the applications may be combined and considered as one for the purpose of calculating the fee.

Board of Variance Appeals

| | | | |
|-----|--|-----------|-----------|
| 14. | For a permit which has been approved as the result of a successful appeal to the Board of Variance after refusal by the Director of Planning or the Development Permit Board | No Charge | No Charge |
|-----|--|-----------|-----------|

Application Following Refusal

| | | | |
|-----|--|---------------------------------|---------------------------------|
| 15. | Where an application has been refused and, within 30 days of such refusal, the applicant reapplies with an application which seeks to rectify the reasons for refusal and where the application is, in the opinion of the Director of Planning, not materially different from the original application in terms of layout and design | 50% of original application fee | 50% of original application fee |
|-----|--|---------------------------------|---------------------------------|

Changes to Form of Development in CD-1 District

| | | | |
|-----|--|---|---|
| 16. | For a development permit application in a CD-1 district where a change to the form of development requires Council approval and where such change is not accompanied by an amendment to, or adoption of, a CD-1 By-law | \$5,798.00 plus the development application fees that would, except for this provision, apply | \$5,970.00 plus the development application fees that would, except for this provision, apply |
|-----|--|---|---|

Maintenance of Heritage Buildings

| | | | |
|-----|--|---------|---------|
| 17. | For a permit for the maintenance or minor repair of a building, structure, use or site designated under the Heritage By-law or located in an HA District | \$71.70 | \$73.90 |
|-----|--|---------|---------|

Awnings

| | | | |
|-----|---|----------|----------|
| 18. | For an awning where the permit will be issued combined with a building permit or a sign permit. | \$249.00 | \$256.00 |
|-----|---|----------|----------|

Higher Building Application Fee

| | | | |
|-----|--|-------------|-------------|
| 19. | Despite any other provision in this schedule 1 to the contrary, for an application for a building that will exceed 137m, unless fee was collected under Schedule 2 during Rezoning | \$58,240.00 | \$60,000.00 |
|-----|--|-------------|-------------|

| | | | |
|------------|--|----------------|----------------|
| (a) | Within the downtown area shown on Map 1, where the site area is smaller than 8 000 m ² : | | |
| | Up to 2 000 m ² site area | \$138,360.00 | \$142,500.00 |
| | For each additional 100 m ² of site area or part thereof | \$982.00 | \$1,010.00 |
| | Maximum Fee | \$210,000.00 | \$216,300.00 |
| (b) | Within the downtown area shown on Map 1, where the site area is 8 000 m ² or greater but smaller than 40 000 m ² or where the proposed floor area is greater than 45 000 m ² : | | |
| | For the first 8 000 m ² of site area | \$175,786.00 | \$181,100.00 |
| | For each additional 100 m ² of site area or part thereof | \$1,248.00 | \$1,290.00 |
| | Maximum Fee | \$1,500,000.00 | \$1,545,000.00 |
| (c) | Outside the downtown area shown on Map 1, where the site area is smaller than 8 000 m ² : | | |
| | For the first 2 000 m ² of site area | \$57,706.00 | \$59,400.00 |
| | For each additional 100 m ² of site area or part thereof | \$982.00 | \$1,010.00 |
| | Maximum Fee | \$210,000.00 | \$216,300.00 |
| (d) | Outside the downtown area shown on Map 1, where the site area is 8 000 m ² or greater but smaller than 40 000 m ² or where the proposed floor area is greater than 45 000 m ² : | | |
| | For the first 8 000 m ² of site area | \$175,786.00 | \$181,100.00 |
| | For each additional 100 m ² of site area or part thereof | \$1,248.00 | \$1,290.00 |
| | Maximum Fee | \$1,500,000.00 | \$1,545,000.00 |
| (e) | Where the site area is 40 000 m ² or greater: | | |
| | For the first 40 000 m ² of site area | \$1,500,000.00 | \$1,545,000.00 |
| | For each additional 100 m ² of site area or part thereof | \$1,905.00 | \$1,960.00 |
| | Maximum Fee | \$5,000,000.00 | \$5,150,000.00 |

Reduced Fees for Large Sites with Limited Changes

4. Despite 3(e) and 5 of this Schedule 2, for a site area of 40 000 m² or more, if the complexity or scope of an amendment is, in the opinion of the Director of Planning, significantly less than that of the first phase by reason of the existence of a land use policy statement or official development plan approved by Council is to be:

| | | |
|---|--------------|--------------|
| For the first 40 000 m ² of site area | \$500,000.00 | \$515,000.00 |
| For each additional 100 m ² of site area or part thereof | \$500.00 | \$515.00 |

Reduced Fees for Large Sites with Limited Minor Changes

5. Notwithstanding 3(e) and 4 of this Schedule 2, for a site area of 40 000 m² or more, provided that:

- (a) the combined total floor area, of proposed new uses and expanded retail uses, is limited to 20% or less of the total floor area, or
- (b) the use of at least 80% of the total floor area remains consistent with the existing zoning schedule and its restrictions on use and density.

| | | |
|---|--------------|--------------|
| For the first 40 000 m ² of site area | \$100,000.00 | \$103,000.00 |
| For each additional 100 m ² of site area or part thereof | \$250.00 | \$258.00 |

Amend CD-1 (One Section Only)

| | | | |
|----|--|-------------|-------------|
| 6. | Notwithstanding sections 3, 4 and 5 of this schedule: For an amendment to an existing CD-1 By-law where no more than one section required amendment | \$22,875.00 | \$23,560.00 |
|----|--|-------------|-------------|

Higher Building Application Fee

| | | | |
|----|---|-------------|-------------|
| 7. | Despite any other provision in this Schedule 2 to the contrary, the additional fee for an application for a rezoning for a building that is considered under the Higher Buildings Policy amended on July 11, 2018 | \$58,240.00 | \$60,000.00 |
|----|---|-------------|-------------|

Application Requiring Rezoning Advice

| | | | |
|----|---|------------------------|------------------------|
| 8. | Despite any other provision in this Schedule 2 to the contrary, the additional fee for an application for a rezoning for reviewing drawings and providing comments prior to an application made under Sections 1, 3, 4, 5 or 6. | | |
| | (a) Within the downtown area shown on Map 1: | | |
| | Up to 2 000 m ² of site area | \$5,611.00 | \$5,780.00 |
| | For each additional 100 m ² of site area | \$100.00 | \$103.00 |
| | Maximum fee | \$10,000.00 | \$10,300.00 |
| | (b) Outside the downtown area shown on Map 1: | | |
| | Up to 2 000 m ² of site area | \$4,294.00 | \$4,420.00 |
| | For each additional 100 m ² of site area | \$100.00 | \$103.00 |
| | Maximum fee | \$7,500.00 | \$7,730.00 |
| | (c) Additional fee for an application for a rezoning application to review drawings and provide comments prior to an application made under Section 1, 3, 4, 5 or 6 for an incorporated non-profit society or to a governmental agency providing social housing or community services | 10% of the regular fee | 10% of the regular fee |

Application Requiring policy, planning and consultation work

| | | | |
|----|---|----------------|----------------|
| 9. | Despite any other provision in this Schedule 2 to the contrary, the additional fee for an application for a rezoning for providing additional planning, policy development, site analysis and public consultation prior to an application being made under Section 1, 3, 4, 5 or 6. If the complexity or scope of a proposed rezoning, in the opinion of the Director of Planning, requires planning work including public consultation prior to determining a preferred option for rezoning, the additional fee is as follows: | | |
| | (a) Where the site area is less than 8 000 m ² | | |
| | For the first 2 000 m ² of site area | \$50,000.00 | \$51,500.00 |
| | For each additional 100 m ² of site area or part thereof | \$500.00 | \$515.00 |
| | Maximum Fee | \$120,000.00 | \$123,600.00 |
| | (b) Where the site area is 8 000 m ² or greater but smaller than 40 000 m ² | | |
| | For the first 8 000 m ² of site area | \$120,000.00 | \$123,600.00 |
| | For each additional 100 m ² of site area or part thereof | \$1,000.00 | \$1,030.00 |
| | Maximum Fee | \$700,000.00 | \$721,000.00 |
| | (c) Where the site area is greater than 40 000 m ² | | |
| | For the first 40 000 m ² of site area | \$700,000.00 | \$721,000.00 |
| | For each additional 100 m ² of site area or part thereof | \$1,000.00 | \$1,030.00 |
| | Maximum Fee | \$6,000,000.00 | \$6,180,000.00 |

Application requiring an Issues Report

| | | | |
|-----|---|-------------|-------------|
| 10. | Despite any other provision in this Schedule 2 to the contrary, the additional fee for an application for a rezoning for bringing forward a rezoning issues report. For sites where, in the opinion of the Director of Planning, Council direction is needed prior to processing a rezoning application made under Section 1, 3, 4, 5 or 6, the additional fee is | \$10,000.00 | \$10,300.00 |
|-----|---|-------------|-------------|

**Subdivision By-law -No. 5208
Schedule F**

Every applicant for subdivision shall at the time of application pay the applicable fee set out below.

| | | | |
|----|--|--------------|--------------|
| 1. | CLASS I (Major) - For an application to subdivide pursuant to Part 7 of the Land Title Act or Section 243 of the Strata Property Act, where the site is: (i) more than 40 000 m2 in area; or (ii) where the site is between 10 000 m2 and 40 000 m2 in area and the subdivision is reasonably likely to require that legal agreements be registered on title as a condition of subdivision approval; but in either case where the subdivision is not described in Section 4.5(a), (b) or (c) of this By-law | \$127,000.00 | \$130,800.00 |
| 2. | CLASS II (Intermediate) - For an application to subdivide pursuant to Part 7 of the Land Title Act or Section 243 of the Strata Property Act, where the site is between 4 000 m2 and 10 000 m2 in area and the subdivision is reasonably likely to require that legal agreements be registered on title as a condition of subdivision approval, but where the subdivision is not described in Section 4.5(a), (b) or (c) of this By-law or in Class I | \$63,500.00 | \$65,400.00 |
| 3. | CLASS III (Minor) - For an application to subdivide pursuant to Part 7 of the Land Title Act or Section 243 of the Strata Property Act, where the site is: (i) less than 4 000 m2 in area; or (ii) where the subdivision is unlikely to require that legal agreements be registered on title as a condition of subdivision approval; but in either case where the subdivision is not described in section 4.5(a) or (b) of this By-law or in Class I or II | \$10,930.00 | \$11,260.00 |
| 4. | CLASS IV (Dedication) - For an application to subdivide as described in Section 4.5(a) or (b) of this By-law | | |
| | (a) where such subdivision is required as a condition of enactment of a zoning by-law, or is otherwise required by the City Engineer | \$536.00 | \$552.00 |
| | (b) where such subdivision is required by the Director of Planning or Development Permit Board as a condition of issuance of a development permit, or is otherwise initiated by the owner except as arising from rezoning approval | No Fee | No Fee |
| 5. | CLASS V (Air Space) - For an application to subdivide made pursuant to Part 9 (Air Space Titles) of the Land Title Act | | |
| | (a) for developments having a Floor Space Ratio (FSR) greater than 3.0 | \$91,200.00 | \$93,900.00 |
| | (b) for developments having a Floor Space Ratio (FSR) of 3.0 or less, or where the application is solely for the purpose of creating air space parcels to secure separate tenure for public benefits such as libraries, theatres and other cultural amenities, for-profit affordable rental housing, social housing or day care | \$47,700.00 | \$47,700.00 |
| 6. | CLASS VI (Freehold Rowhouses) – For an application to subdivide pursuant to Section 223.2 of the Land Title Act | \$10,930.00 | \$11,260.00 |
| | Plus, per freehold lot | \$1,430.00 | \$1,470.00 |

| | | | |
|----|--|------------|------------|
| 7. | RECLASSIFICATION - For an application to change from one sub-area to another sub-area in the RS-1, RS-3, RS-3A, RS-5, or RS-6 Zoning District | \$5,560.00 | \$5,730.00 |
| 8. | STRATA APPLICATIONS - For an application to convert an existing building to strata title ownership pursuant to Section 242 of the Strata Property Act; or amend Strata Plans pursuant to Part 15 of the Strata Property Act; or for Phased Strata applications made pursuant to Section 13 of the Strata Property Act | \$5,560.00 | \$5,730.00 |

Note: Strata Conversions and applications to subdivide strata lots also require a separate fee for a Special Inspection Application, to ensure compliance with relevant provisions of the Zoning and Development By-law and Building By-law.

Building By-law - No. 12511

PART A – BUILDING

| | | | |
|----|---|----------|----------|
| 1. | The fees hereinafter specified shall be paid to the City with respect to and upon the application for the issue of a PERMIT as follows: | | |
| | (a) Except as provided for in Clause (b) for the CONSTRUCTION of any BUILDING, or part thereof: When the estimated cost of the work, being the valuation referred to in Article 1.6.2.3. of Book I, Division C and Book II, Division C of this By-law, does not exceed \$5,000 or for the first \$5,000 of the estimated cost of the work | \$158.00 | \$163.00 |
| | For each \$1,000, or part thereof, by which the estimated cost of the work exceeds \$5,000 but does not exceed \$50,000 | \$10.10 | \$10.40 |
| | For each \$1,000, or part thereof, by which the estimated cost of the work exceeds \$50,000 | \$5.10 | \$5.25 |
| | (b) For the installation, CONSTRUCTION, re- construction, ALTERATION or repair of, or ADDITION to: (i) any CHIMNEY, FIREPLACE, INCINERATOR, VENTILATING SYSTEM, AIR- CONDITIONING SYSTEM, or HEATING SYSTEM, the fee shall be in accordance with Clause (a), except that a fee shall not be charged when the cost of such work is less than \$500 (ii) any PHOTOVOLTAIC PANELS, and related roof ALTERATION or repair | \$100.00 | \$103.00 |
| | (c) For a permit for temporary OCCUPANCY of a part of a STREET, or of the AIR SPACE immediately ABOVE a part of a STREET, in accordance with Section 1.9. of Book I, Division C and Book II, Division C of this By-law, the daily fee shall be for each 10 m ² or part thereof, of STREET or of AIR SPACE part thereof, of STREET or of AIR SPACE immediately above such STREET to be occupied | \$3.20 | \$3.30 |
| | Subject to a minimum fee of | \$110.00 | \$113.00 |
| | Flat fee for each portable toilet | \$110.00 | \$113.00 |
| | (d) For an OCCUPANCY PERMIT not required by this By-law but requested | \$228.00 | \$235.00 |

| | | | |
|------------|---|------------|------------|
| (e) | For the demolition of a BUILDING, not including a ONE-FAMILY DWELLING, which has at any time since November 1, 1986 provided RESIDENTIAL OCCUPANCY, subject to Section 3: For each DWELLING UNIT | \$1,150.00 | \$1,180.00 |
| | For each sleeping room in a multiple conversion dwelling, hotel or other BUILDING, which is or has been a principal dwelling or residence of a person, family or household | \$1,150.00 | \$1,180.00 |
| (f) | For the demolition of a ONE-FAMILY DWELLING, which has at any time since November 1, 1986 provided RESIDENTIAL OCCUPANCY, subject to Section 3 | \$1,150.00 | \$1,180.00 |
| (g) | For the repair of building walls pursuant to requirements of Book I, Division B, Part 5 for any residential building | Nil | Nil |
| | | | |
| 2. | The fees hereinafter specified shall be paid to the City as follows: | | |
| (a) | For a required permit inspection for compliance with this By-Law which cannot be carried out during normal working hours and where there is a request to carry out the inspection after hours, the fee to be based on the time actually spent in making such inspection, at a minimum inspection time of four (4) hours, including traveling time: For each hour or part thereof | \$311.00 | \$320.00 |
| (b) | For a plan review where an applicant requests in writing that the review be carried out during overtime: For each hour or part thereof | \$311.00 | \$320.00 |
| (c) | For each special inspection of a BUILDING or structure to determine compliance with this By-law, and in respect of which no specific fee is otherwise prescribed, the fee to be based on the time actually spent in making the inspection: For each hour or part thereof | \$206.00 | \$212.00 |
| (d) | For each REINSPECTION made necessary due to faulty work or materials or incomplete work requested to be inspected | \$206.00 | \$212.00 |
| (e) | For each inspection of a drainage tile system: For a one- or two-family residence | \$212.00 | \$218.00 |
| | For all other drain tile inspections: When the estimated cost of the CONSTRUCTION of the BUILDING, being the valuation referred to in Article 1.6.2.3. of Book I, Division C and Book II, Division C does not exceed \$500,000 | \$414.00 | \$426.00 |
| | When the estimated cost of the work exceeds \$500,000 but does not exceed \$1,000,000 | \$827.00 | \$852.00 |
| | When the estimated cost of the work exceeds \$1,000,000 | \$1,034.00 | \$1,070.00 |
| (f) | For the special search of records pertaining to a BUILDING to advise on the status of outstanding orders and other matters concerning the BUILDING: For a residential building containing not more than 2 principal dwelling units | \$265.00 | \$273.00 |
| | For all other BUILDINGS | \$532.00 | \$548.00 |
| (g) | To access plans (electronic or on microfilm) or documents for viewing or copying | \$45.10 | \$46.50 |
| (h) | For each microfilm image or electronic file copied | \$12.40 | \$12.80 |
| (i) | For a request to renumber a BUILDING | \$984.00 | \$1,014.00 |

| | | | |
|-----|--|--|--|
| (j) | For the extension of a BUILDING PERMIT where requested in writing by an applicant pursuant to Article 1.6.7.2. of Book I, Division C and Book II, Division C | 50% of the original BUILDING PERMIT fee to a maximum of \$380.00 | 50% of the original BUILDING PERMIT fee to a maximum of \$391.00 |
| (k) | For the extension of a building permit by Council where requested in writing by an applicant pursuant to Article 1.6.7.4. of Book I, Division C and Book II, Division C | \$2,490.00 | \$2,560.00 |
| (l) | For an evaluation of plans, specifications, building materials, procedures or design methods for the purpose of revisions to an application or a permit in accordance with Article 1.5.2.13. and Section 1.6.6. of Book I, Division C and Book II, Division C where the PERMIT relates to a ONE-FAMILY DWELLING or a SECONDARY SUITE | \$206.00 | \$212.00 |
| | plus for each hour, or part thereof, exceeding one hour | \$206.00 | \$212.00 |
| | where the PERMIT relates to any other BUILDING | \$623.00 | \$642.00 |
| | plus for each hour, or part thereof, exceeding one hour | \$311.00 | \$320.00 |
| (m) | For each RE-OCCUPANCY PERMIT after rectification of an UNSAFE CONDITION and related By-law violations | \$379.00 | \$390.00 |
| (n) | For review of plans, specifications, building materials, procedures or design methods for the purpose of acceptance of an alternative solution for new construction under Article 2.3.2.1. of Book 1, Division C for each application | \$871.00 | \$897.00 |
| (o) | For an evaluation of plans, specifications, building materials, procedures or design methods for the purpose of acceptance of existing conditions with mitigating features, for each application | \$498.00 | \$513.00 |
| (p) | For review by the alternative solution review panel | \$2,790.00 | \$2,870.00 |
| (q) | For the evaluation of a resubmission or revised submission made under Clauses (n) or (o) of this Section 2 | \$311.00 | \$320.00 |
| 3. | Upon written application of the payor and on the advice of the Acting General Manager of Community Services, the Director of Finance shall refund to the payor, or a designate of the payor, the fees paid pursuant to Clauses (e) and (f) of Section 1: | | |
| (a) | for all demolished dwelling units in a building that will be replaced by a social housing or co-operative development that has received a Project Commitment Letter from the British Columbia Housing Management Commission or the Canada Mortgage and Housing Corporation; and | | |
| (b) | for each demolished dwelling unit that has been replaced by a dwelling unit occupied by rental tenants and not created pursuant to the Strata Property Act. | | |

PART B – PLUMBING

Every applicant for a Plumbing PERMIT shall, at the time of application, pay to the City the fees set out hereunder:

1. INSTALLATIONS

For the Installation of:

| | | |
|----------------------------|----------|----------|
| One, two or three FIXTURES | \$206.00 | \$212.00 |
| Each additional FIXTURE | \$64.70 | \$66.60 |

Note: For the purpose of this schedule the following shall also be considered as FIXTURES:

- Every "Y" intended for future connection;
- Every ROOF DRAIN, swimming pool, dishwasher, and interceptor;
- Every vacuum breaker in a lawn sprinkler system; and
- Every back-flow preventer

Alteration of Plumbing (no FIXTURES involved):

| | | |
|---|----------|----------|
| For each 30 m of piping or part thereof | \$302.00 | \$311.00 |
| For each 30 m of piping or part thereof, exceeding the first 30 m | \$84.00 | \$86.50 |
| Connection of the City water supply to any hydraulic equipment | \$114.00 | \$117.00 |

2. INSPECTIONS OF FIRELINE SYSTEMS:

Hydrant & Sprinkler System:

| | | |
|---|----------|----------|
| First two inspections for each 30 m of water supply pipe or part thereof | \$302.00 | \$311.00 |
| Each additional inspection for each 30 m of water supply pipe or part thereof | \$124.00 | \$128.00 |

Sprinklers:

| | | |
|--|----------|----------|
| First head, one- or two-family dwelling | \$344.00 | \$354.00 |
| First head, all other buildings | \$731.00 | \$753.00 |
| First head, renovations to existing sprinkler systems | \$213.00 | \$219.00 |
| Each additional head, all buildings (no limit on number) | \$3.80 | \$3.90 |

Firelines:

| | | |
|--|----------|----------|
| Hose Cabinets | \$39.80 | \$41.00 |
| Hose Outlets | \$39.80 | \$41.00 |
| Wet & Dry Standpipes | \$39.80 | \$41.00 |
| Standpipes | \$39.80 | \$41.00 |
| Dual Check Valve In-flow Through Devices | \$39.80 | \$41.00 |
| Backflow Preventer | \$206.00 | \$212.00 |

Wet & Dry Line Outlets:

| | | |
|---|----------|----------|
| Each connection | \$39.80 | \$41.00 |
| NOTE: A Siamese connection shall be considered as two dry line outlets. | | |
| Each Fire Pump | \$321.00 | \$331.00 |
| Each Fire Hydrant | \$99.00 | \$102.00 |

3. REINSPECTIONS

| | | |
|---|----------|----------|
| For each REINSPECTION made necessary due to faulty work or materials or incomplete work requested to be inspected | \$206.00 | \$212.00 |
|---|----------|----------|

4. SPECIAL INSPECTIONS

| | | |
|--|----------|----------|
| Each inspection to establish fitness of any existing fixture for each hour or part thereof | \$206.00 | \$212.00 |
|--|----------|----------|

| | | |
|--|----------|----------|
| An inspection outside normal working hours and at a minimum inspection time of four (4) hours, including traveling time, for each hour or part thereof | \$311.00 | \$320.00 |
| 5. BUILDING SEWER INSPECTIONS | | |
| First two inspections for each 30 m of BUILDING SEWER or part thereof | \$302.00 | \$311.00 |
| Each additional inspection for each 30 m of BUILDING SEWER or part thereof | \$124.00 | \$128.00 |
| PART C – OPERATING PERMITS | | |
| Every applicant for an OPERATING PERMIT shall, at the time of application, pay to the City the fee set out hereunder: | | |
| For each OPERATING PERMIT | Nil | Nil |

**Electrical Permit By-law - No. 5563
Schedule A**

| | | |
|--|-------------|-------------|
| 1. The following fees, based on the cost of work, including materials and labour, as estimated by the contractor or owner and established to the satisfaction of the City Electrician, shall be payable to the City and shall accompany every application for a permit for electrical work: | | |
| When the estimated cost does not exceed \$250 | \$77.00 | \$79.30 |
| When the estimated cost exceeds \$250 but does not exceed \$500 | \$104.00 | \$107.00 |
| When the estimated cost exceeds \$500 but does not exceed \$700 | \$136.00 | \$140.00 |
| When the estimated cost exceeds \$700 but does not exceed \$1,000 | \$177.00 | \$182.00 |
| When the estimated cost exceeds \$1,000 but does not exceed \$10,000 | \$177.00 | \$182.00 |
| plus for every \$1,000 of the estimated cost, or part thereof, over \$1,000 | \$58.20 | \$59.90 |
| When the estimated cost exceeds \$10,000 but does not exceed \$50,000 | \$809.00 | \$833.00 |
| plus for every \$1,000 of the estimated cost, or part thereof, over \$10,000 | \$31.40 | \$32.30 |
| When the estimated cost exceeds \$50,000 but does not exceed \$100,000 | \$2,280.00 | \$2,350.00 |
| plus for every \$1,000 of the estimated costs, or part thereof, over \$50,000 | \$19.00 | \$19.60 |
| When the estimated cost exceeds \$100,000 but does not exceed \$500,000 | \$3,380.00 | \$3,480.00 |
| plus for every \$1,000 of the estimated costs, or part thereof, over \$100,000 | \$13.40 | \$13.80 |
| When the estimated cost exceeds \$500,000 but does not exceed \$1,000,000 | \$9,500.00 | \$9,790.00 |
| plus for every \$1,000 of the estimated cost, or part thereof, over \$500,000 | \$10.10 | \$10.40 |
| When the estimated cost exceeds \$1,000,000 | \$15,640.00 | \$16,110.00 |
| plus for every \$1,000 of the estimated cost, or part thereof, over \$1,000,000 | \$4.50 | \$4.60 |

| | | | |
|-----------|--|------------|------------|
| 2. | The temporary power permit shall be valid for one year and the fee shall be: | | |
| | (a) for single and two-family dwellings | \$419.00 | \$432.00 |
| | (b) for all other uses where the temporary power is supplied from a power source not exceeding 750V | \$444.00 | \$457.00 |
| | (c) for all other uses where the temporary power is supplied from a voltage power exceeding 750V | \$1,220.00 | \$1,260.00 |
| 3. | The City Electrician may issue an annual permit where one person, firm or corporation has more than one site, the fee for an annual permit for any one building or site shall be as follows: | | |
| | Total service rating up to and including the first 500 kVA | \$426.00 | \$439.00 |
| | For each 10 kVA or part thereof exceeding the first 500 kVA | \$9.00 | \$9.30 |
| | Subject to a maximum fee of | \$5,390.00 | \$5,550.00 |
| 4. | The Fees for an Electrical Permit for the Entertainment and Film Industry | | |
| | (a) For an annual permit for filming in a single location | \$635.00 | \$654.00 |
| | (b) For an annual permit for filming in multiple locations | \$1,220.00 | \$1,260.00 |
| | (c) For a Temporary permit for filming in single or multiple locations for up to 14 days | \$206.00 | \$212.00 |
| | for 15 to 30 days | \$414.00 | \$426.00 |
| | for 31 to 60 days | \$620.00 | \$639.00 |
| | for 61 to 90 days | \$1,034.00 | \$1,070.00 |
| 5. | The fee for staff time spent inspecting of electrical work or reviewing resubmitted or amended plans to determine compliance with this By-law, if a permit holder deviates from approved plans, for each hour or part thereof | \$206.00 | \$212.00 |
| 6. | The fee for an inspection of electrical work where errors or omissions were found at a previous inspection shall be | \$206.00 | \$212.00 |
| 7. | The fee for inspection and plan review outside normal working hours and at a minimum inspection and review time of four (4) hours, including traveling time, shall be for each hour or part thereof | \$297.00 | \$306.00 |
| 8. | Fees for an Electrical Permit for installations related to tents or similar structures | | |
| | (a) Where each installation that is supplied from a portable single-phase generator rated at not more than 5kW | \$104.20 | \$107.00 |
| | (b) Where each installation that is supplied from a portable generator rated at more than 5 kW or from any other temporary or permanent power source not exceeding 750 V for up to 14 days | \$206.00 | \$212.00 |
| | for 15 to 30 days | \$414.00 | \$424.00 |
| | for 31 to 60 days | \$620.00 | \$638.00 |
| | for 61 to 90 days | \$1,034.00 | \$1,060.00 |
| | (c) Where each installation is supplied from a High Voltage power source | \$1,240.00 | \$1,280.00 |

| | | | |
|-----|--|----------|----------|
| 9. | The fee for an application for special permission pursuant to Section 4.9 shall be | \$189.00 | \$195.00 |
| 10. | For electrical equipment in trade shows that has not been approved in accordance with the provisions of the Electrical By-law, the fee for an application for permission to display or energize for up to 14 days | \$189.00 | \$195.00 |

Gas Fitting By-law - No. 3507

Domestic Installations:

This fee is for one family dwellings only. Any other occupancy shall be charged under "Commercial and Industrial Installation" rates.

| | | |
|--|----------|----------|
| One, two or three appliances | \$206.00 | \$212.00 |
| Each additional appliance | \$65.00 | \$67.00 |
| Each replacement water heater or gas range | \$114.00 | \$117.00 |

Where piping only is being installed, see "Piping Permits" below.

Commercial and Industrial Installations:

Fee for each appliance, based on BTU/hour input rating:

| | | |
|--------------------|----------|----------|
| 65,000 or less | \$262.00 | \$270.00 |
| 65,001 to 200,000 | \$281.00 | \$289.00 |
| 200,001 to 409,000 | \$320.00 | \$330.00 |
| Over 409,000 | \$390.00 | \$402.00 |

in addition to all costs incurred by the inspector.

Vent or Gas Value or Furnace Plenum (no appliances)

| | | |
|-------------------------|----------|----------|
| One, two or three units | \$206.00 | \$212.00 |
| Each additional unit | \$65.00 | \$67.00 |

Piping Permits (no appliances)

| | | |
|---|----------|----------|
| For first 60 m of house piping or part thereof | \$206.00 | \$212.00 |
| Every 30 m or part thereof exceeding the first 60 m | \$79.50 | \$81.90 |

Reinspections

| | | |
|---|----------|----------|
| For each REINSPECTION made necessary due to faulty work or materials or incomplete work requested to be inspected | \$206.00 | \$212.00 |
|---|----------|----------|

Special Inspections

| | | |
|--|----------|----------|
| To establish the fitness of any existing installations, for each hour or part thereof | \$206.00 | \$212.00 |
| If conducted with a Plumbing Inspection, for each hour of part thereof | \$206.00 | \$212.00 |
| If outside normal working hours, and at a minimum inspection time of four (4) hours, including traveling time, for each hour or part thereof | \$311.00 | \$320.00 |

**Noise Control By-law - No. 6555
Schedule E**

For an application under section 17 of the within Noise Control By-law, a non-refundable application fee of:

| | | | |
|------|--|----------|----------|
| (i) | for an application submitted at least five working days prior to the date of the proposed activity | \$185.00 | \$191.00 |
| (ii) | for an application submitted less than five working days prior to the date of the proposed activity. | \$368.00 | \$379.00 |

Secondary Suite Inspection Fee By-law - No. 6553

Where an application for a special inspection of a suite is made

| | | | |
|-----|--|----------|----------|
| (a) | within 60 days of the notification date, the applicant shall pay a fee, including all the inspections referred to in section 1, of | \$206.00 | \$212.00 |
| | or | | |
| (b) | more than 60 days after the notification date, the applicant shall pay a fee, including all the inspections referred to in section 1, of | \$618.00 | \$637.00 |

Protection of Trees By-law - No. 9958

With the tree permit application, the applicant must submit all information, certificates, and fees required under this By-law for issuance of the tree permit including a non-refundable application fee

| | | | |
|------|---|----------|----------|
| (i) | for a tree permit to remove the first tree in a 12 month period | \$82.00 | \$84.50 |
| (ii) | to remove each subsequent tree during that same 12 month period | \$236.00 | \$243.00 |

**Sign Fee By-law - No. 11880
Schedule 1**

1.1 Permit Application Fee

| | | | |
|-----|--|----------|----------|
| (a) | For each sign requiring a permit, other than a billboard, including one building field inspection | \$329.00 | \$339.00 |
| (b) | For each sign subject to Part 15 Director of Planning Review, including one building field inspection | \$777.00 | \$800.00 |
| (c) | For each billboard sign, including one building field inspection | \$777.00 | \$800.00 |
| (d) | For each sign requiring an electrical connection, including one electrical field inspection | \$167.00 | \$172.00 |
| (e) | For a change of scope to require Part 15 Director of Planning Review, the additional fee is the difference between the fees set out in subsections (a) and (b) above | | |

1.2 Re-Inspection Fee

Where a re-inspection is required to finalize approval of the installation of a sign after any field inspection, fee for each additional inspection or re-inspection

| | | | |
|--|--|----------|----------|
| | | \$189.00 | \$195.00 |
|--|--|----------|----------|

1.3 Fee for Sign Erected without Permit

If a sign has been erected for which a sign permit is required, before a sign permit has been issued the fee is double the applicable fee or fees under section 1.1.

1.4 Fee for Revisions to Sign Permit

Where a sign permit has been issued and must be revised, the fee for review by City staff

\$50.40/hour \$51.90/hour

1.5 Sign By-law Amendment Application Fees

Amendment to Schedule A

For an application to initiate an amendment to Schedule A only to assign a new Comprehensive Development District to a Sign District Schedule at the time of re-zoning

\$672.00 \$692.00

Minor Sign By-law Amendment

For an application to initiate an amendment to the Sign By-law for each sign requiring a minor amendment

\$3,360.00 \$3,460.00

For every additional sign requiring a minor amendment under the same application

\$672.00 \$692.00

Major Sign By-law Amendment

For an application to initiate an amendment to the Sign By-law for one sign requiring a major amendment

\$7,620.00 \$7,850.00

For every additional sign requiring a major amendment under the same application

\$1,520.00 \$1,570.00

By-law Amendment for new Sign District

For an application to initiate amendments to the Sign By-law to create a new Sign District

\$22,400.00 \$23,070.00

1.6 Fees for Removal and Storage of Unsafe Signs

(a) Fee for removal and transportation of signs that are certified by the City Building Inspector to be structurally unsafe

at cost at cost

(b) Daily storage fee

\$28.00 \$28.80

**Miscellaneous Fees By-law - No. 5664
Schedule 1**

Adopt or Amend an Area Development Plan (ADP)

1. For adoption or amendment of an Area Development Plan:

Up to 0.4 ha (43,128 sq. ft.) site area

\$33,700.00 \$34,700.00

For each additional 100 m² (1,080 sq. ft.) of site area, or part thereof

\$327.00 \$337.00

Maximum fee

\$134,400.00 \$138,400.00

Amend an Official Development Plan (ODP) and Area Development Plan (ADP)

2. For an amendment to the text of an Official Development Plan and any associated Area Development Plan

\$50,600.00 \$52,100.00

| | | | |
|--|--|------------|------------|
| Amend a Regional or Provincial Land Use Designation | | | |
| 3. | For an amendment of a regional or provincial land use designation | \$3,400.00 | \$3,500.00 |
| Research Requests | | | |
| 4. | For research requests: | | |
| | (a) Research requests requiring up to a maximum of 2 hours of staff time | \$273.00 | \$281.00 |
| | (b) Extensive research requests (as time and staffing levels permit): For each additional hour or part thereof beyond the 2 hours referred to in clause (a) above | \$137.00 | \$141.00 |
| Site Profile Review | | | |
| 5. | For each review of a site profile | \$100.00 | \$100.00 |
| Appeal to Board of Variance/Parking Variance Board | | | |
| 6. | For the filing of an appeal | \$531.00 | \$2,300.00 |
| Approved Use Research Requests | | | |
| 7. | Provide written information on the approved use of a building in accordance with the Zoning & Development and Vancouver Building Bylaws | | |
| | (a) Residential | \$62.30 | \$64.20 |
| | (b) Commercial (one unit only) | \$62.30 | \$64.20 |
| | (c) Commercial and/or mixed use (all units) requiring up to a maximum of 2 hours of staff time | \$273.00 | \$281.00 |
| | For each additional hour or part thereof beyond the 2 hours referred in Clause (c) above | \$137.00 | \$141.00 |
| Producing Permit/Document Copies | | | |
| 8. | Provide paper copies of permits or specific documents from either microfiche or our images database | | |
| | (a) 1 to 3 paper copies | \$60.50 | \$62.30 |
| | (b) Each additional copy | \$11.90 | \$12.30 |
| File Research Environmental | | | |
| 9. | Provide written information as to whether the City records indicate that a property has any contamination or environmental issues | \$273.00 | \$281.00 |
| Building Grades | | | |
| 10. | The following fees shall be paid to the City for the review of design elevations of streets or lanes where they adjoin a building site, as required with a Development and/or Building Permit application: | | |
| | (a) Where City of Vancouver Staff are required to complete a survey for the purpose of calculating the design elevations of the required streets and lanes: Length of property abutting street or lane, or both, is | | |
| | Up to 31 m | \$1,610.00 | \$1,660.00 |
| | Over 31 m and up to 90 m | \$1,930.00 | \$1,990.00 |
| | Over 90 m and up to 150 m | \$2,710.00 | \$2,790.00 |
| | Over 150 m and up to 300 m | \$4,000.00 | \$4,120.00 |
| | Over 300 m | \$5,920.00 | \$6,100.00 |

| | | |
|---|-------------|-------------|
| <p>(b) Where the applicant provides approved building grade survey information to the City for the purpose of calculating the design elevations of the required streets and lanes: Length of property abutting street or lane, or both, is</p> | | |
| Up to 31 m | \$482.00 | \$496.00 |
| Over 31 m and up to 90 m | \$638.00 | \$657.00 |
| Over 90 m and up to 150 m | \$795.00 | \$819.00 |
| Over 150 m and up to 300 m | \$1,120.00 | \$1,150.00 |
| Over 300 m | \$1,770.00 | \$1,820.00 |
| | | |
| 11. Traffic Management Plan Review | | |
| (a) Where the review is less than 1 hour of staff time | \$62.30 | \$64.20 |
| (b) Where the review is 1 to 15 hours of staff time | \$623.00 | \$642.00 |
| (c) Where the review is over 15 hours of staff time | \$1,750.00 | \$1,802.00 |
| | | |
| 12. Discharge of Registered Encumbrance | | |
| (a) Where the review requires up to 2 hours of staff time | \$249.00 | \$256.00 |
| (b) Where the review requires more than 2 hours of staff time | \$623.00 | \$642.00 |
| | | |
| 13. Road Closure Fee | \$10,460.00 | \$10,773.00 |

Council Decisions in 2015 and 2016

In 2015, Council approved fee increases and other related amendments to the by-laws described in this report (effective January 1, 2016):

1. A 2% inflationary increase in all categories to compensate for increases to the City's costs;
2. An additional 30% increase to all rezoning fees;
3. An additional 10% to 15% increase to some development permit fees, but no increases other than inflationary increases for single family permits because these permits were facing higher than normal processing times.
4. A consolidation of fees where there is no substantive difference between current fees and elimination of fees which have not been used for at least four years; and
5. Once processing times stabilize, report back to Council on a subsequent set of fee changes.

In 2016, Council approved a second phase fee increase and other related amendments to the by-laws described in this report and bylaws related to Engineering fees (effective September 1, 2016):

1. An increase ranging 2%-19% on the balance of permit fees and services, excluding Electrical and Sign permit fees. Some fees maintained at current rates and adjusted for inflation through a separate Council Report.
2. A decrease ranging 2%-19% on some Drain Tile and Gas permit fees.
3. An increase to some Engineering Services' fees to recover a shortfall of approximately \$3.9M of which \$2.4M was for sewer and water connection fees (Engineering Service fees excluded in this Council Report).
4. Authorized creation of nine new service fees where a service was provided and costs were incurred for which a fee was not charged.