



## REPORT

Report Date: September 22, 2023  
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Meeting Date: October 3, 2023  
[Submit comments to Council](#)

TO: Vancouver City Council

FROM: General Manager of Development, Buildings and Licensing  
General Manager of Planning, Urban Design and Sustainability

SUBJECT: 2024 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 Option 1 in Appendix A.
- B. THAT the Director of Legal Services be instructed to bring forward for enactment the necessary amendments to the Building By-law, Electrical By-law, Gas Fitting By-law, Miscellaneous Fees By-law, Noise Control By-law, Protection of Trees By-law, Secondary Suite Inspection By-law, Sign Fee By-law, Green Demolition By-law, Subdivision By-law, and Zoning and Development Fee By-law, generally in accordance with Appendix A, to be effective January 1, 2024.
- C. THAT Council direct staff to advise the development and building community of the rezoning, development and building permit fee changes.

### **ALTERNATIVE CONSIDERATION**

- D. THAT Council provide alternative direction to staff, in principle, to adjust fees for development, construction and other related matters generally in accordance with Option 2 in Appendix A.

## **REPORT SUMMARY**

This report recommends fee increases related to rezonings, development, building permits, and other related processes and permits for 2024, as part of the annual fee review in advance of the 2024 budget. It also provides an update on permit and rezoning services and factors that are impacting permitting fee levels. Consistent with Council policy, fees and charges for permitting services aim to recover aggregate direct and indirect costs incurred in program administration.

The City adjusts fees annually to ensure that revenues align with costs, ensuring full cost recovery. Given increased inflationary pressures, the cost of the program is projected to increase by 6% for 2024, separate from any additional resources or other reallocation of costs.

As noted in prior years' fee reports, the City is undergoing a transformation of its permitting services aimed at expediting permit review times and increased efficiency. Successes to date include reduced turnaround time for simple renovation permits and low-density housing approvals. Concurrent with regulatory simplification and process improvements, the City is pursuing the digitization of the permit process, focusing initially on low-density housing and business licensing. These programs will improve process efficiency which will be directed to delivery of faster turnaround times and a streamlined customer experience to applicants.

Of note, the productivity gains associated with the process improvements are being directed to improve service and reduce permit timelines, rather than generate cost reductions in the near term. In the long term, it is expected that productivity gains associated with simplified processes and reliance on digital technology will contribute to moderating fee increases.

In May 2023, the Office of the Auditor General (AG) released its audit [report](#) on the Permitting Program's cost recovery model. The report highlighted that the permitting program was not fully recovering costs, and that certain fees, including rezoning and development fees, were significantly below full cost recovery. The under recovery of program costs will need to be addressed through fee increases, or alternative sources of funding such as property tax on a temporary or ongoing basis.

### Options for achieving program cost recovery:

As part of the 2023 Budget approval, Council directed staff to bring forward options that would achieve full program cost recovery.

In response staff have brought forward the following 2 options:

1. **Option 1**, included as Recommendation A, aims for a 2-year period to achieve full cost recovery with the equivalent of an average 9% overall fee increase in 2024. Full cost recovery would be achieved in 2025, likely requiring an incremental fee increase over and above any inflationary pressures.
2. **Option 2**, provided as a consideration, with the equivalent of an average 15% overall fee increase, targeting full cost recovery in 2024.

Both options recommend implementation of new fees for services that are currently provided without charge. Both options also contemplate a base fee increase across all services to offset inflation, higher increases in specific program areas including rezoning and high-density development.

These increases are designed to recoup under-recovered costs on higher density developments. Comparative studies with other jurisdictions of similar density and complexity, such as Toronto and Mississauga, indicate that our current fee structures in these domains are less expensive relative to those jurisdictions.

These fee increases will address the under-recovery of costs, and are not funding additional resources to enhance service levels. However, in addition to permit fee-funded resources, we expect to leverage funding from the Federal Government's Housing Accelerator Fund and the reinvestment of staff capacity realized through permit improvement efforts to enhance capacity within the program and expedite permit issuance.

***Option 1- equivalent of an average 9% overall fee increase, cost recovery by 2025 (Staff recommended):***

- 6% increase for fees in most categories
- 16% increase for most rezoning and development fees
- Increases higher than 16% on specific rezoning and development fees (outlined in Appendix A)
- Cost recovery targeted for 2025
- Requires a draw from reserves of \$9m to offset the program deficit in 2024 to be repaid in future years.

While this option does not achieve full cost recovery in 2024, it provides time to implement AG recommendations such as establishing and documenting clear, detailed guidance for the permitting program regarding what costs should be covered by permit fees and which program costs would be considered to be out of scope of the program and funded by property taxes or other funding sources.

Staff recommend this option for its balanced approach, allowing both adequate time for applicants to adjust to the new fee structure and for staff to analyse the program cost base and ensure that all cost elements are central to the delivery of permitting services.

***Option 2 – equivalent of an average 15% overall fee increase, cost recovery by 2024 (for alternative consideration):***

- 9% increase for fees in most categories
- 30% increase for most rezoning and development fees
- Increases higher than 30% on specific rezoning and development fees (outlined in Appendix A)
- Cost recovery targeted in 2024.
- Requires a draw from reserves of \$7.7m to offset the program deficit in 2024 to be repaid in future years.

This option retains a similar approach as option 1, introducing new fees and directing higher increases at development and rezoning processes. However, the overall increase would be significantly higher, achieving full cost recovery within 2024.

If approved by Council, Legal Services will draft amendments to the various by-laws and bring them forward for enactment, generally in accordance with the attached schedules in Appendix A, to be effective on January 1, 2024.

## **COUNCIL AUTHORITY/PREVIOUS DECISIONS**

On [February 28, 2023](#) Council directed staff that, as part of the 2024 rate setting for development permit fees, staff provide options for a fee increase that would achieve 100% program cost recovery.

On [June 13, 2023](#) Council adopted a 3-3-3-1 Permit Approval Framework to help eliminate the City's housing construction backlog, increase the supply of market, non-market, and supportive housing, with permit approval time targets.

## **CITY MANAGER'S COMMENTS**

The City Manager RECOMMENDS approval of the foregoing.

## **REPORT**

### **BACKGROUND**

The development and building permitting program encompasses a range of services supporting development and operation in the built environment through the administration of the permitting lifecycle. Council policy requires that any fees or other charges be set based on recovering the cost of providing the associated services.

### **Auditor General review of cost recovery program**

In May 2023, the AG released its audit report on the Permitting Program's cost recovery. This report contained a series of recommendations aimed at enhancing the program's effectiveness, which are available [here](#). A number of these recommendations have been implemented in the current year's fee review process. Measures implemented include the utilization of long-term financial forecasting and the establishment of formalized control processes to ensure that rezoning or subdivision permits adhere to cost recovery guidelines. Furthermore, the city has continued evaluating the program's financial performance, focusing on earned revenue, and has committed to greater transparency by sharing additional program-related information such as reserve movements and sources of program subsidization, aligning with the AG's guidance.

The audit report confirmed that cost recovery can be assessed at the overall program level, which has been the City's policy, however, it recommended that information be provided to Council on the level of cost recovery for different fee areas, to inform fee setting decisions. Program areas such as rezoning, and development processes are significantly under recovering costs. Increasing fees by a greater amount in these areas, would allow this gap to be corrected over time, while also addressing the overall under recovery in the program as a whole.

<b>Permit Category</b>	<b>Cost Recovery Level (% surplus or deficit)</b>
Building	17% surplus
Development	-57% deficit
Rezoning	-63% deficit
Trade	108% surplus

Consequently, the City has undertaken a rigorous examination of its permitting operations, identifying further costs which are not being recovered by the program is. This will need to be addressed through fee increases or, pending Council direction, alternative sources of funding.

Moving forward, the City will continue implementation of the remaining recommendations outlined in the audit report throughout 2024 and beyond. This underscores the City's commitment to financial transparency and sound fiscal management.

***Program Cost Recovery and long-term financial management:***

The development and building permitting program aims to cover its costs, both direct and indirect, through fees. Fees are collected when applications are submitted, but the corresponding revenue is only recognized after permits are issued and construction projects are inspected by the city. In order to balance the annual budget, the costs incurred in processing the permits are funded from reserves until the revenue is fully recognized on completion of the permit processing cycle.

The AG report recommended that staff adjust the fee setting cost recovery model to consider multi-year financial projections. Staff assess cost recovery over a 6 year period, which allows sufficient time for the impact of current fees to impact program financials and ensures that short-term fluctuations in revenues and costs due to timing do not impact fee rates. The multi-year analysis of cost recovery helps to determine whether any financial gaps are short-term or represent a long-term issue. If a long-term issue is identified, staff will recommend corrective actions to the Council, such as those outlined in the current report. While differences in revenues and costs due to timing can be funded from reserves set aside from previously collected permit fees, when the program does not fully recover costs, fee increases or identification of an alternative funding source such as property tax is required.

***Fee Benchmarking Analysis***

Periodic benchmarking is a regular part of the fee setting process. A comprehensive benchmarking exercise was last completed in 2016. This year an independent firm was engaged to perform a jurisdictional analysis focusing on development, rezoning, and building permit fees across a diverse sample of Canadian cities.

Comparative data with cities like Toronto and Mississauga revealed that Vancouver's fees for rezoning, building, and development are positioned on the lower end of the scale, particularly for high-density developments.

When compared to other GVRD cities, Vancouver exhibited the lowest total fees for single-detached and apartment developments but had the highest fees for commercial developments.

Preliminary benchmarking data is accessible in Appendix C of this report.

***Shift to Digital Services***

Pursuant to Council's direction to improve permit timelines and service delivery, the City is pursuing a fundamental transformation of permitting and business licensing processes to a modern, digitally-enabled service. This program is advancing both the foundational components required to modernize these services as well as redesigning the permitting services (with an

initial focus on services related to low density housing) and licencing services (starting with business licensing).

As this technology is a key enabler of the City's efforts to increase housing supply, the City's proposal to the federal government's Housing Accelerator Fund (HAF) includes funding for this modernization program. The use of HAF funding for this purpose will mitigate the financial impact of the program on permit applicants.

### ***Other Permit Process Improvements***

In addition to the digital transformation program, staff are implementing a comprehensive set of initiatives to reduce the complexity of the City's regulatory framework, streamline permit requirements and speed review times. Accomplishments to date include significant reduction in the time to issue simple renovation permit; now less than a week, compared to eight weeks previously. Staff have implemented risk-based reviews for new low-density housing applications, cutting review times by 80%.

Complex development permits (DP) are another key focus of effort. Staff are reviewing the range of conditions attached to development permits in the aim of achieving a 35% reduction in the number of conditions and a 25% reduction in review times. Engineering and DBL are the first departments to implement these changes with Planning and other departments expected to achieve similar results by Q1 2024.

Staff will continue to provide regular updates to Council regarding the outcomes of this work.

### ***2024 RECOMMENDED FEE INCREASES (Option 1 per Appendix A)***

Given present inflationary pressures that considerably exceed historical levels, staff are projecting the cost escalation for the coming year at 6%, an increase of \$4.8M to the program cost base. Staff are recommending that all fees be adjusted by a minimum increase of 6%, to address inflationary costs.

In response to the AG audit report on Permitting Program cost recovery the City has undertaken a rigorous review of its permitting operations, identifying further areas where the program has been under recovering costs in the amount of \$8.0 million. These costs been incorporated into the program's cost base for the 2024 fee review.

In order to address the additional cost base as determined based on the findings of the Auditor General, Recommendation A contemplates increases in excess of 6% for a number of fee categories. In aggregate, implementation of Recommendation A would result in an average increase of 9% across fee categories that will generate approximately \$8.2M in additional revenue.

The distribution of increases by fee type are as follows:

- 6% increase for fees in most categories
- 16% increase for all rezoning fees and most development fees
- Increases higher than 16% on specific rezoning and development fees (outlined below)

As indicated above, Recommendation A includes higher increases on the following specific fee categories, in reflection of particularly acute disparity between the current fees and the cost of delivering the associated services:

Rezoning Enquiry: A fee increase is being proposed for the review of drawings and provision of comments. This adjustment is aimed at accurately representing the time commitment required by staff. The proposed fee is set to increase by 200%, with new maximum fee thresholds delineated based on geographical locations (within the Downtown/Broadway area and outside the Downtown/Broadway area).

Rezoning Issues Report to Council: For applications that necessitate issues reports, the fees have been recalibrated to better reflect the staffing time required for these tasks. The fee is proposed to increase from \$11,700 to \$30,770

Sign By-law Amendment: For applications seeking to amend the Sign By-law, the fees have been updated to capture the staffing time required. The proposed fee is set to increase by 50%.

### ***New fees***

In keeping with Council direction to identify new revenue opportunities to offset property taxes, staff have also identified opportunities to establish new fees which would have a net financial impact to the program of \$2.0M. These opportunities also reflect recent amendments to the Vancouver Charter now authorize the program to charge fees for services that were previously provided at no cost.

Most of these proposed fees relate to development and rezoning processes — areas where cost recovery has historically been insufficient. By more closely aligning fees with the cost of the services provided, the program will be better positioned to accommodate rising demands for enhanced permitting services. Additionally, these fees will offer clients more flexible options for expediting time-sensitive requests, without compromising the efficiency of existing workflows.

Staff recommend that Council approve the following new fees in 2024. A comprehensive outline of the new fee structures can be found in Appendix A.

Legal Agreement Fees: During the development process, land developers enter into several types of legal agreements such as Services Agreement, Statutory Right-of-Way Agreements etc. with the City. Currently, there are no fees associated with these agreements. The proposed fees will recover costs for the staff time spent on preparation, revision and execution of these agreements.

DP Pre-Submittal/Enquiry: This fee covers the costs of reviewing drawings and providing comments prior to a development permit application and will be known as the “Application for Development Advice.” Staff will continue to respond to general inquiries free of charge.

View Cone Analysis Fee: This additional assessment fee will determine the maximum allowable building height on a site that falls within a Council-approved Protected View Corridor.

Sign By-law Reconsiderations: Currently, there is no fee associated with applying to Council to reconsider Director of Planning decisions under the Sign By-law. Given that these reconsiderations necessitate staff reports and presentations to Council, a fee is recommended to cover the associated staff time.

Overall, most of the proposed fee changes will provide customers with more options and an avenue to expedite time-sensitive requests without unfairly delaying other requests in our queue. Furthermore, as such fees will enable staff to complete some requests outside of the regular queue, an overall improvement to permit processing and response times to enquiries is anticipated.

### **General Revenue Stabilization Reserve**

\$20.6 has been earmarked within the General Stabilization reserve to address cyclical fluctuations and timing differences in revenue recognition within the Permitting program. These funds were accumulated from surplus revenues generated by the permitting program in previous years.

Recommendation A, which aims for full program cost recovery by 2025, require a temporary draw of \$9.0M from the Stabilization Reserve to balance the program budget in 2024.

### **ALTERNATIVE CONSIDERATION (Option 2 per Appendix A)**

Option 2 as outlined in Appendix A was developed for Council's consideration with the objective of achieving full cost recovery for the permitting program in 2024. This option proposes an average 15% fee increase that will generate approximately \$11.7M in additional revenue.

The distribution of increases by fee category are as follows:

- 9% increase for fees in most categories
- 30% increase for all rezoning fees and most development fees
- Increases higher than 30% on specific rezoning and development fees (consistent with Option 1 as outlined above)
- Requires a draw from reserves of \$7.7m to offset the program deficit in 2024 to be repaid in future years.

Implementation of Option 2 would require a temporary draw of \$7.7M from the stabilization to balance the program budget in 2024.

### **Legal Implications**

Council is authorized to impose fees, by by-law, pursuant to a variety of sections of the Vancouver Charter, including section 199.01.

### **CONCLUSION**

To balance the 2024 program budget for rezonings, development, building, and other related processes and permits, staff recommend that a combination of fees increases and reserves funding be applied. Proposed Fee adjustments are outlined in Appendix A.



The proposed fee increases would be effective January 1, 2024.

Staff also recommend 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.

\* \* \* \* \*

APPENDIX A: Bylaw Fee Changes

Summary of By-laws and Proposed Increases for 2024

Bylaw Name	New Fees	Option 1	Option 2
<a href="#">Zoning and Development Fee By-law - Schedule 1</a>	✓	<ul style="list-style-type: none"> <li>Base increase of 6%</li> <li>Specific fees receive higher targeted increase at 16%</li> </ul>	<ul style="list-style-type: none"> <li>Base increase of 9%</li> <li>Specific fees receive higher targeted increase at 30%</li> </ul>
<a href="#">Zoning and Development Fee By-law - Schedule 2</a>		<ul style="list-style-type: none"> <li>Base increase of 16%</li> <li>Specific fees receive higher targeted increase above base increases</li> </ul>	<ul style="list-style-type: none"> <li>Base increase of 30%</li> <li>Specific fees receive higher targeted increase above base increases.</li> </ul>
<a href="#">Subdivision By-law - Schedule F</a>		Base increase of 6%	Base increase of 9%
<a href="#">Building Bylaw</a>			
<a href="#">Green Demolition By-law</a>			
<a href="#">Electrical By-law - Schedule A</a>			
<a href="#">Gas Fitting By-law</a>			
<a href="#">Noise Control By-law</a>			
<a href="#">Secondary Suite Inspection Fee By-law</a>			
<a href="#">Protection of Trees By-law</a>			
<a href="#">Sign Fee By-law</a>	✓		
<a href="#">Miscellaneous Fees By-law - Schedule 1</a>	✓		

**Zoning and Development Fee By-law - Schedule 1**

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
<p><b>1</b>      <b>Single Detached House, Single Detached House with Secondary Suite, Duplex, Duplex with Secondary Suite, and Laneway House</b></p>				
<p>For a single detached house, single detached house with secondary suite, duplex, or duplex with secondary suite, and its accessory building or accessory use to an existing single detached house or duplex or single detached house or duplex with secondary suite, where such an addition, alteration, change of use, accessory building or accessory use is equal to or greater than 60 m<sup>2</sup> in gross floor area</p>				
<p>(a) where the permit would be issued as an outright approval or as a conditional approval pursuant to Section 5.2.3 of the Zoning and Development By-law</p>	\$2,640.00	\$2,800.00	\$2,880.00	
<p>(b) where the permit would be issued as a conditional approval, except as provided for in Sections 1 (a), 1 (c) and 1C</p>	\$3,820.00	\$4,050.00	\$4,160.00	
<p>(c) where the permit would be issued as a conditional approval after proceeding to a review by a Council-appointed advisory design panel</p>	\$6,140.00	\$6,510.00	\$6,690.00	
<p><b>1A</b>      Except as provided for in Section 1B, for an addition, alteration, relaxation, change of use, accessory building or accessory use to an existing single detached house or duplex or single detached house or duplex with secondary suite where such addition, alteration, change of use, accessory building or accessory use is less than 60 m<sup>2</sup> in gross floor area:</p>				

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
(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 5.2.3 of the Zoning and Development By-law	\$669.00	\$709.00	\$729.00	
(b) in all other cases	\$1,310.00	\$1,390.00	\$1,430.00	
1B For conversion of a single detached house to a single detached house with secondary suite	\$918.00	\$973.00	\$1,000.00	
1C Notwithstanding Section 1, for a single detached house 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	\$4,390.00	\$4,650.00	\$4,790.00	
1D Despite Section 1, for a duplex 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	\$4,390.00	\$4,650.00	\$4,790.00	
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	\$1,470.00	\$1,560.00	\$1,600.00	
(b) in all other cases	\$2,250.00	\$2,390.00	\$2,450.00	
<b>Multiple Dwellings and Freehold Rowhouses</b>				

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
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 5.2.3 of the Zoning and Development By-law:				
Each 100 m <sup>2</sup> of gross floor area or part up to 500 m <sup>2</sup>	\$1,470.00	\$1,560.00	\$1,600.00	
For each additional 100 m <sup>2</sup> of gross floor area or part	\$729.00	\$773.00	\$795.00	
Maximum fee	\$59,100.00	\$62,600.00	\$64,400.00	
(b) where the permit would be issued as a conditional approval, except as provided in Section 2(a):				
Each 100 m <sup>2</sup> of gross floor area or part up to 500 m <sup>2</sup>	\$2,030.00	\$2,350.00	\$2,640.00	30% or 16%
For each additional 100 m <sup>2</sup> of gross floor area or part	\$1,350.00	\$1,570.00	\$1,760.00	16% or 30%
Maximum fee	\$262,000.00	\$303,900.00	\$340,600.00	16% or 30%
<b>Other Uses (Other Than Single Detached Houses, Duplexes or Multiple Dwellings)</b>				
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 single detached house or duplex and a multiple dwelling:				
(a) where the permit would be issued as an outright approval or as a conditional approval pursuant to Section 5.2.3 of the Zoning and Development By-law:				
Each 100 m <sup>2</sup> of gross floor area or part up to 500 m <sup>2</sup>	\$1,000.00	\$1,060.00	\$1,090.00	
For each additional 100 m <sup>2</sup> of gross floor area or part	\$481.00	\$510.00	\$524.00	
Maximum fee	\$49,100.00	\$52,000.00	\$53,500.00	
(b) where the permit would be issued as a conditional approval except as provided in Section 3(a):				

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
Each 100 m <sup>2</sup> of gross floor area or part up to 500 m <sup>2</sup>	\$1,810.00	\$2,100.00	\$2,350.00	16% or 30%
For each additional 100 m <sup>2</sup> of gross floor area or part	\$1,120.00	\$1,300.00	\$1,460.00	16% or 30%
Maximum fee	\$262,000.00	\$303,900.00	\$340,600.00	16% or 30%
<b>Alterations, Changes of Use (Other Than Single Detached Houses, Duplexes)</b>				
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 single detached house or duplex:				
(a) where the permit would be issued as an outright approval or as a conditional approval pursuant to Section 5.2.3 of the Zoning and Development By-law:				
Each 100 m <sup>2</sup> of gross floor area or part thereof	\$862.00	\$914.00	\$940.00	
Maximum fee	\$6,900.00	\$7,310.00	\$7,520.00	
(b) where the permit would be issued as a conditional approval, except as provided in Section 4(a):				
Each 100 m <sup>2</sup> of gross floor area or part thereof	\$1,250.00	\$1,330.00	\$1,360.00	
Maximum fee	\$8,940.00	\$9,480.00	\$9,740.00	
(c) Where the change of use does not require a comprehensive development review or minor amendment	\$438.00	\$464.00	\$477.00	
<b>Outdoor Uses</b>				
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 5.2.3 of the Zoning and Development By-law:				

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
Each 200 m <sup>2</sup> of site area or part up to 1 000 m <sup>2</sup>	\$669.00	\$709.00	\$729.00	
Each additional 200 m <sup>2</sup> of site area or part	\$228.00	\$242.00	\$249.00	
(b) where the permit would be issued as a conditional approval, except as provided in Section 5(a):				
Each 200 m <sup>2</sup> of site area or part up to 1 000 m <sup>2</sup>	\$918.00	\$973.00	\$1,000.00	
Each additional 200 m <sup>2</sup> of site area or part	\$438.00	\$464.00	\$477.00	
5A For a Farmers' Market	\$810.00	\$859.00	\$883.00	
<b>Developments Requiring Development Permit Board Approval</b>				
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 <sup>2</sup> of gross floor area or part up to 15 000 m <sup>2</sup>	\$1,600.00	\$1,860.00	\$2,080.00	16% or 30%
Each additional 100 m <sup>2</sup> of gross floor area or part over 15 000 m <sup>2</sup>	\$306.00	\$355.00	\$398.00	16% or 30%
(b) instead of the fees referred to in Section 5:				
Each 200 m <sup>2</sup> of site area or part up to 1 000 m <sup>2</sup>	\$1,010.00	\$1,170.00	\$1,310.00	16% or 30%
Each additional 200 m <sup>2</sup> of site or part	\$489.00	\$567.00	\$636.00	16% or 30%
<b>Child Day Care Facility, Cultural Facility or Social Service Centre</b>				
7 For a child daycare facility, cultural facility or social service centre, where the applicant is an incorporated non-profit society	\$851.00	\$902.00	\$928.00	
<b>Demolitions</b>				
8 For the demolition of residential rental accommodation, a building listed on the Heritage Register or a residential building	\$466.00	\$494.00	\$508.00	

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
located in the RS-1, RS-3, RS-3A, RS-5 and RS-6 or FSD District				
<b>Preliminary Applications</b>				
9 For an application in preliminary form only 25% of the fee that would, except for this provision, apply (with a minimum fee of)	\$972.00	\$1,030.00	\$1,060.00	
NOTE: This fee will be deducted from the fee for an application in complete form which follows approval of a preliminary application.				
<b>Revisions</b>				
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	\$438.00	\$464.00	\$477.00	
(b) all other sections of this schedule	10% of the fee that would, except for this provision, apply with a minimum fee of	10% of the fee that would, except for this provision, apply with a minimum fee of	10% of the fee that would, except for this provision, apply with a minimum fee of	
	\$801.00	\$849.00	\$873.00	
<b>Minor Amendments</b>				
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				



<b>By-law Section and Text</b>	<b>2023 Current</b>	<b>2024 Option 1</b>	<b>2024 Option 2</b>	<b>Comments</b>
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	\$438.00	\$464.00	\$477.00	
(b) 25% of the fee that would, except for this provision, apply (with a minimum fee of where the original permit was issued under any other section of 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	\$438.00	\$464.00	\$477.00	
<b>12 Extensions And Renewals</b>				
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	\$918.00	\$973.00	\$1,000.00	
<b>13</b>				
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	\$406.00	\$430.00	\$443.00	
(b) for all other uses	\$860.00	\$998.00	\$1,120.00	16% or 30%
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.				
<b>14 Board of Variance Appeals</b>				
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	No Charge	
<b>Application Following Refusal</b>				

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
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	50% of original application fee	
<b>Changes to Form of Development in CD-1 District</b>				
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	\$6,780.00 plus the development application fees that would, except for this provision, apply	\$7,190.00 plus the development application fees that would, except for this provision, apply	\$7,390.00 plus the development application fees that would, except for this provision, apply	
<b>Maintenance of Heritage Buildings</b>				
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 or in a heritage conservation area	\$84.00	\$89.00	\$91.60	
<b>Awnings</b>				
18 For an awning where the permit will be issued combined with a building permit or a sign permit.	\$291.00	\$308.00	\$317.00	
<b>Higher Building Application Fee</b>				
19 Despite any other provision in this schedule 1 to the contrary, for an application, unless fee was collected under Schedule 2 during Rezoning	\$68,100.00	\$72,200.00	\$74,200.00	

<b>By-law Section and Text</b>	<b>2023 Current</b>	<b>2024 Option 1</b>	<b>2024 Option 2</b>	<b>Comments</b>
<b>20      Application for Development Advice</b>				
For service of staff providing comments on an enquiry regarding a proposed development prior to the submission of a development permit application regarding:				
Multiple Dwellings and Freehold Rowhouses	N/A	5% of the fees referred to in Section 2 (b)	5% of the fees referred to in Section 2 (b)	New Fee
Other Uses (Other Than Single Detached Houses, Duplexes or Multiple Dwellings)	N/A	5% of the fees referred to in Section 3 (b)	5% of the fees referred to in Section 3 (b)	New Fee
Developments Requiring Development Permit Board Approval	N/A	5% of the fees referred to in Section 6 (a)	5% of the fees referred to in Section 6 (a)	New Fee

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By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
For each additional 100 m <sup>2</sup> of site area or part thereof	\$1,470.00	\$1,710.00	\$1,910.00	
Maximum fee	\$1,754,600.00	\$2,035,300.00	\$2,281,000.00	
(c) Outside the downtown area shown on Map 1 or the Broadway area shown on Map 2, where the site area is smaller than 8 000 m <sup>2</sup> :				
For the first 2 000 m <sup>2</sup> of site area	\$67,500.00	\$78,300.00	\$87,800.00	
For each additional 100 m <sup>2</sup> of site area or part thereof	\$1,140.00	\$1,320.00	\$1,480.00	
Maximum fee	\$245,600.00	\$284,900.00	\$319,300.00	
(d) Outside the downtown area shown on Map 1 or the Broadway area shown on Map 2, where the site area is 8,000 m <sup>2</sup> or greater but smaller than 40 000 m <sup>2</sup> or where the proposed floor area is greater than 45,000 m <sup>2</sup>				
For the first 8 000 m <sup>2</sup> of site area	\$205,600.00	\$238,500.00	\$267,300.00	
For each additional 100 m <sup>2</sup> of site area or part thereof	\$1,470.00	\$1,710.00	\$1,910.00	
Maximum fee	\$1,754,600.00	\$2,035,300.00	\$2,281,000.00	
(e) Where the site area is 40 000 m <sup>2</sup> or greater:				
For the first 40 000 m <sup>2</sup>	\$1,754,600.00	\$2,035,300.00	\$2,281,000.00	
For each additional 100 m <sup>2</sup> of site area or part thereof	\$2,230.00	\$2,590.00	\$2,900.00	
Maximum fee	\$5,848,200.00	\$6,783,900.00	\$7,602,700.00	
<b>Reduced Fees for Large Sites with Limited Changes</b>				
4 Despite sections 3 (e) and 5 of this Schedule 2, for a site area of 40,000 m <sup>2</sup> 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, then the fee is to be:				



By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
(a) Within the downtown area shown on Map 1 or the Broadway area shown on Map 2: Up to 2,000 m <sup>2</sup> site area	\$6,560.00	\$19,680.00	\$19,680.00	200%
For each additional 100 m <sup>2</sup> of site area or part thereof	\$117.00	\$351.00	\$351.00	200%
Maximum Fee	\$11,700.00	\$35,100.00	\$35,100.00	200%
(b) Outside the downtown area shown on Map 1 or the Broadway area shown on Map 2: Up to 2,000 m <sup>2</sup> site area	\$5,020.00	\$15,060.00	\$15,060.00	200%
For each additional 100 m <sup>2</sup> of site area or part thereof	\$117.00	\$351.00	\$351.00	200%
Maximum Fee	\$8,780.00	\$26,300.00	\$26,300.00	200%
(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 of the regular fee	10%	10%	10%	
<b>Application Requiring Policy, Planning and Consultation Work</b>				
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 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 <sup>2</sup> For the first 2,000 m <sup>2</sup> of site area	\$76,800.00	\$89,100.00	\$99,840.00	
For each additional 100 m <sup>2</sup> of site area or part thereof	\$768.00	\$891.00	\$1,000.00	
Maximum fee	\$184,500.00	\$214,000.00	\$239,850.00	

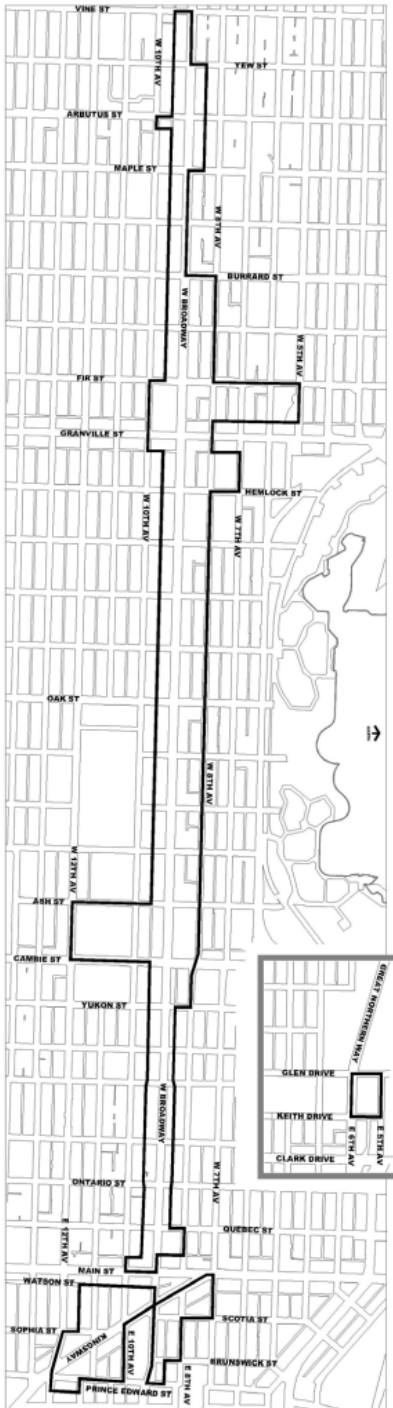
By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
(b) Where the site area is 8,000 m <sup>2</sup> or greater but smaller than 40,000 m <sup>2</sup>				
For the first 8,000 m <sup>2</sup> of site area	\$184,500.00	\$214,000.00	\$239,850.00	
For each additional 100 m <sup>2</sup> of site area or part thereof	\$1,540.00	\$1,790.00	\$2,000.00	
Maximum fee	\$1,076,000.00	\$1,248,200.00	\$1,398,800.00	
(c) Where the site area is greater than 40,000 m <sup>2</sup>				
For the first 40,000 m <sup>2</sup> of site area	\$1,076,000.00	\$1,248,200.00	\$1,398,800.00	
For each additional 100 m <sup>2</sup> of site area or part thereof	\$1,540.00	\$1,790.00	\$2,000.00	
Maximum fee	\$9,223,500.00	\$10,699,300.00	\$11,990,550.00	
<b>10 Application Requiring an Issues Report</b>				
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:	\$11,700.00	\$30,800.00	\$30,800.00	163%



Map 1 - Downtown Area



Map 2 – Downtown Area



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**Subdivision By-law - Schedule F**

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
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 m <sup>2</sup> in area; or (ii) where the site is between 10 000 m <sup>2</sup> and 40 000 m <sup>2</sup> 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	\$148,500.00	\$157,400.00	\$161,900.00	
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 m <sup>2</sup> and 10 000 m <sup>2</sup> 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	\$74,300.00	\$78,800.00	\$81,000.00	
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 m <sup>2</sup> 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	\$12,800.00	\$13,570.00	\$13,950.00	
4 CLASS IV (Dedication) - For an application to subdivide as described in Section 4.5(a) or (b) of this By-law				

<b>By-law Section and Text</b>	<b>2023 Current</b>	<b>2024 Option 1</b>	<b>2024 Option 2</b>	<b>Comments</b>
(a) where such subdivision is required as a condition of enactment of a zoning by-law, or is otherwise required by the City Engineer	\$627.00	\$665.00	\$683.00	
(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	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	\$106,600.00	\$113,000.00	\$116,200.00	
(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; and day care	\$54,200.00	\$59,080.00	\$62,620.00	
6 CLASS VI (Freehold Rowhouses) - For an application to subdivide pursuant to Section 223.2 of the Land Title Act, plus per freehold lot.	\$12,800.00	\$13,570.00	\$13,950.00	
	\$1,670.00	\$1,770.00	\$1,820.00	
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	\$6,510.00	\$6,900.00	\$7,100.00	
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	\$6,510.00	\$6,900.00	\$7,100.00	

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
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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.

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**Building By-law**

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
<b>PART A - BUILDING</b>				
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) and Section 4 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			
	\$185.00	\$196.00	\$202.00	
	For each \$1,000, or part thereof, by which the estimated cost of the work exceeds \$5,000 but does not exceed \$50,000			
	\$11.80	\$12.50	\$12.90	
	For each \$1,000, or part thereof, by which the estimated cost of the work exceeds \$50,000			
	\$6.00	\$6.36	\$6.54	
(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			
	\$117.00	\$124.00	\$128.00	
(c)	For an OCCUPANCY PERMIT not required by this By-law but requested			
	\$267.00	\$283.00	\$291.00	
(d)	For the demolition of a BUILDING, not including a SINGLE DETACHED HOUSE, which has at any time since November 1, 1986 provided RESIDENTIAL OCCUPANCY, subject to Section 3: For each DWELLING UNIT			
	\$1,340.00	\$1,420.00	\$1,460.00	
	For each sleeping room in a multiple conversion dwelling, hotel or other			
	\$1,340.00	\$1,420.00	\$1,460.00	

<b>By-law Section and Text</b>	<b>2023 Current</b>	<b>2024 Option 1</b>	<b>2024 Option 2</b>	<b>Comments</b>
<p>BUILDING, which is or has been a principal dwelling or residence of a person, family or household</p> <p>(e) For the demolition of a SINGLE DETACHED HOUSE, which has at any time since November 1, 1986 provided RESIDENTIAL OCCUPANCY, subject to Section 3</p> <p>2 The fees hereinafter specified shall be paid to the City as follows:</p>	\$1,340.00	\$1,420.00	\$1,460.00	
<p>(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</p>	\$364.00	\$386.00	\$397.00	
<p>(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</p>	\$364.00	\$386.00	\$397.00	
<p>(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</p>	\$240.00	\$254.00	\$262.00	
<p>(d) For each REINSPECTION made necessary due to faulty work or materials or incomplete work requested to be inspected</p>	\$240.00	\$254.00	\$262.00	
<p>(e) For each inspection of a drainage tile system: For a single detached house or duplex</p>	\$248.00	\$263.00	\$270.00	
<p>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</p>	\$484.00	\$513.00	\$528.00	
<p>When the estimated cost of the work exceeds \$500,000 but does not exceed \$1,000,000</p>	\$968.00	\$1,030.00	\$1,060.00	

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
When the estimated cost of the work exceeds \$1,000,000	\$1,220.00	\$1,290.00	\$1,330.00	
(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 <i>dwelling units</i>	\$310.00	\$329.00	\$338.00	
For all other BUILDINGS	\$622.00	\$659.00	\$678.00	
(g) To access plans (electronic or on microfilm) or documents for viewing or copying.	\$52.80	\$56.00	\$57.60	
(h) For each microfilm image or electronic file copied	\$14.60	\$15.50	\$15.90	
(i) For a request to renumber a BUILDING	\$1,140.00	\$1,210.00	\$1,240.00	
(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	50 % of the original BUILDING PERMIT fee to a maximum of	50 % of the original BUILDING PERMIT fee to a maximum of	
	\$444.00	\$471.00	\$484.00	
(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	\$2,910.00	\$3,080.00	\$3,170.00	
(l) For 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 SINGLE DETACHED HOUSE or a SECONDARY SUITE	\$240.00	\$254.00	\$262.00	
plus for each hour, or part thereof, exceeding one hour	\$240.00	\$254.00	\$262.00	
where the PERMIT relates to any other BUILDING	\$729.00	\$773.00	\$795.00	
plus for each hour, or part thereof, exceeding one hour	\$364.00	\$386.00	\$397.00	



<b>By-law Section and Text</b>	<b>2023 Current</b>	<b>2024 Option 1</b>	<b>2024 Option 2</b>	<b>Comments</b>
(m) For each RE-OCCUPANCY PERMIT after rectification of an UNSAFE CONDITION and related By-law violations	\$443.00	\$470.00	\$483.00	
(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 I, Division C for each application	\$1,019.00	\$1,080.00	\$1,110.00	
(o) For an evaluation of plans, specifications, building materials, procedures or design methods for the purpose of acceptance of existing conditions for each application	\$582.00	\$617.00	\$634.00	
(p) For review by the Alternative Solution Review Panel	\$3,270.00	\$3,470.00	\$3,560.00	
(q) For the evaluation of a resubmission or revised submission made under Clauses (n) or (o) of this Section 2	\$364.00	\$386.00	\$397.00	
3 Upon written application of the payor and on the advice of the 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.				
4 Upon written application by the payor and on the advice of the Director of Planning, the Chief Building Official shall reduce the fees paid pursuant to Clause (a) of Section 1 by percentage for that part of a building designated as Social Housing.	N/A	20%	20%	

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
<b>PART B - PLUMBING</b>				
Every applicant for a Plumbing PERMIT shall, at the time of application, pay to the City the fees set out hereunder:				
<b>1 INSTALLATIONS</b>				
<b>For the Installation of:</b>				
One, two or three FIXTURES	\$240.00	\$254.00	\$262.00	
Each additional FIXTURE	\$75.60	\$80.10	\$82.40	
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.				
<b>Alteration of Plumbing (no FIXTURES involved):</b>				
For each 30 metres of piping or part thereof	\$353.00	\$374.00	\$385.00	
For each 30 metres of piping or part thereof, exceeding the first 30 metres	\$98.30	\$104.00	\$107.00	
Connection of the City water supply to any hydraulic equipment	\$133.00	\$141.00	\$145.00	
<b>2 INSPECTIONS OF FIRELINE SYSTEMS:</b>				
<b>Hydrant &amp; Sprinkler System:</b>				
First two inspections for each 30 m of water supply pipe or part thereof	\$353.00	\$374.00	\$385.00	
Each additional inspection for each 30 m of water supply pipe or part thereof	\$146.00	\$155.00	\$159.00	
<b>Sprinklers:</b>				
First head, single detached house or duplex	\$402.00	\$426.00	\$438.00	
First head, all other buildings	\$856.00	\$907.00	\$933.00	
First head, renovations to existing sprinkler systems	\$249.00	\$264.00	\$271.00	
Each additional head, all buildings (no limit on number)	\$4.40	\$4.66	\$4.80	

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
<b>Firelines:</b>				
Hose Cabinets	\$46.50	\$49.30	\$50.70	
Hose Outlets	\$46.50	\$49.30	\$50.70	
Wet & Dry Standpipes	\$46.50	\$49.30	\$50.70	
Standpipes	\$46.50	\$49.30	\$50.70	
Dual Check Valve In-flow Through Devices	\$46.50	\$49.30	\$50.70	
Backflow Preventer	\$240.00	\$254.00	\$262.00	
<b>Wet &amp; Dry Line Outlets:</b>				
Each connection	\$46.50	\$49.30	\$50.70	
NOTE: A Siamese connection shall be considered as two dry line outlets.				
Each Fire Pump	\$376.00	\$399.00	\$410.00	
Each Fire Hydrant	\$116.00	\$123.00	\$126.00	
<b>3 REINSPECTIONS</b>				
(a) For each REINSPECTION made necessary due to faulty work or materials or incomplete work requested to be inspected	\$240.00	\$254.00	\$262.00	
<b>4 SPECIAL INSPECTIONS</b>				
Each inspection to establish fitness of any existing fixture for each hour or part thereof	\$240.00	\$254.00	\$262.00	
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	\$364.00	\$386.00	\$397.00	
<b>5 BUILDING SEWER INSPECTIONS</b>				
First two inspections for each 30 m of BUILDING SEWER or part thereof	\$353.00	\$374.00	\$385.00	
Each additional inspection for each 30 m of BUILDING SEWER or part thereof	\$146.00	\$155.00	\$159.00	
<b>PART C - OPERATING PERMITS</b>				
Every applicant for an OPERATING PERMIT shall, at the time of application for a new OPERATING PERMIT or renewal of an OPERATING PERMIT, pay to the City the fees set out hereunder:				

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
For each OPERATING PERMIT relating to equipment or systems in a BUILDING	\$184.00	\$195.00	\$201.00	
For not renewing an OPERATING PERMIT on or before the renewal date. The OPERATING PERMIT renewal fee plus	\$105.00	\$111.00	\$114.00	
For each reinspection made necessary due to non-compliance with this By-law	\$229.00	\$243.00	\$250.00	
For each change of permit holder on an OPERATING PERMIT	\$105.00	\$111.00	\$114.00	
<b>PART D - MECHANICAL PERMITS</b>				
For a MECHANICAL PERMIT for a single private residential deck, patio, or balcony, in a DWELLING UNIT	\$225.00	\$239.00	\$245.00	
For a MECHANICAL PERMIT in a 1-3 storey BUILDING, plus per 1kW	\$367.50 \$13.00	\$390.00 \$13.78	\$401.00 \$14.20	
For a MECHANICAL PERMIT in a BUILDING of 4 stories and above, plus for each electric heat pump installation above 6 total heat pump units	\$840.00 \$105.00	\$890.00 \$111.00	\$916.00 \$114.00	

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**Green Demolition By-law 11023**

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
5.1 <b>SECURITY DEPOSIT CONDITION</b> Every demolition permit subject to a green demolition condition must include a condition, imposed by the Chief Building Official, requiring the permit holder to provide to the City, immediately upon	\$14,650.00	\$14,650.00	\$14,650.00	No change

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By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
6.1 issuance of the permit, security in the form of cash or other legal instrument acceptable to the City in the amount of Except as provided for in Clause (b) and Section 4 for the CONSTRUCTION of any BUILDING, or part thereof:	\$400.00	\$424.00	\$436.00	

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**Electrical By-law - Schedule A**

<b>By-law Section and Text</b>	<b>2023 Current</b>	<b>2024 Option 1</b>	<b>2024 Option 2</b>	<b>Comments</b>
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	\$90.10	\$95.50	\$98.20	
When the estimated cost exceeds \$250 but does not exceed \$500	\$121.00	\$128.00	\$132.00	
When the estimated cost exceeds \$500 but does not exceed \$700	\$159.00	\$169.00	\$173.00	
When the estimated cost exceeds \$700 but does not exceed \$1,000	\$207.00	\$219.00	\$226.00	
When the estimated cost exceeds \$1,000 but does not exceed \$10,000	\$207.00	\$219.00	\$226.00	
plus for every \$1,000 of the estimated cost, or part thereof, over \$1,000	\$68.00	\$72.10	\$74.10	
When the estimated cost exceeds \$10,000 but does not exceed \$50,000	\$946.00	\$1,000.00	\$1,031.00	
plus for every \$1,000 of the estimated costs, or part thereof, over \$10,000	\$36.80	\$39.00	\$40.10	
When the estimated cost exceeds \$50,000 but does not exceed \$100,000	\$2,670.00	\$2,830.00	\$2,910.00	
plus for every \$1,000 of the estimated costs, or part thereof, over \$50,000	\$22.30	\$23.60	\$24.30	
When the estimated cost exceeds \$100,000 but does not exceed \$500,000	\$3,950.00	\$4,190.00	\$4,306.00	
plus for every \$1,000 of the estimated costs, or part thereof, over \$100,000	\$15.60	\$16.50	\$17.00	
When the estimated cost exceeds \$500,000 but does not exceed \$1,000,000	\$11,110.00	\$11,780.00	\$12,110.00	
plus for every \$1,000 of the estimated cost, or part thereof, over \$500,000	\$11.80	\$12.50	\$12.90	
When the estimated cost exceeds \$1,000,000	\$18,290.00	\$19,390.00	\$19,940.00	
plus for every \$1,000 of the estimated cost, or part thereof, over \$1,000,000	\$5.10	\$5.41	\$5.56	
2				
The temporary power permit shall be valid for one year and the fee shall be:				

<b>By-law Section and Text</b>	<b>2023 Current</b>	<b>2024 Option 1</b>	<b>2024 Option 2</b>	<b>Comments</b>
(a) for single detached houses or duplexes	\$490.00	\$519.00	\$534.00	
(b) for installation, construction, alteration, repair or maintenance of temporary electrical equipment (such as electric crane or hoist; security alarm or camera; generator; transformer; motor; etc.), and	\$240.00	\$254.00	\$262.00	
(c) for all other uses where the temporary power is supplied from a power source not exceeding 750 V	\$520.00	\$551.00	\$567.00	
(d) for all other uses where the temporary power is supplied from a voltage power exceeding 750 V	\$1,440.00	\$1,530.00	\$1,570.00	
3 The fee for an annual permit for any one building or site shall be as follows:				
(a) For section 5.14(b), or section 5.14(b) in combination with section 5.14(a),(c), and/or (d):				
Total service supply or power supply rating up to and including the first 500 kVA	\$499.00	\$529.00	\$544.00	
For 15 kVA or part thereof exceeding the first 500 kVA	\$10.60	\$11.20	\$11.60	
Subject to a maximum fee of	\$6,310.00	\$6,690.00	\$6,880.00	
(b) For section 5.14(c), or section 5.14(c) in combination with section 5.14(a) and/or section 5.14(d), when the supply rating is 500 kVA or less	\$499.00	\$529.00	\$544.00	
(c) For section 5.14(a) and/or section 5.14(d)	\$240.00	\$254.00	\$262.00	
4 Fees for an Electrical Permit for the Entertainment and Film Industry				
(a) For an annual permit for filming in a single location	\$743.00	\$788.00	\$810.00	
(b) For an annual permit for filming in multiple locations	\$1,440.00	\$1,530.00	\$1,570.00	
(c) For a Temporary permit for filming in single or multiple locations				
for up to 14 days	\$240.00	\$254.00	\$262.00	
for 15 to 30 days	\$484.00	\$513.00	\$528.00	
for 31 to 60 days	\$726.00	\$770.00	\$791.00	
for 61 to 90 days	\$1,220.00	\$1,290.00	\$1,330.00	

<b>By-law Section and Text</b>	<b>2023 Current</b>	<b>2024 Option 1</b>	<b>2024 Option 2</b>	<b>Comments</b>
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 quarter of an hour or part thereof	\$60.00	\$64.00	\$65.40	
6 The fee for an inspection of electrical work where errors or omissions were found at a previous inspection shall be	\$240.00	\$254.00	\$262.00	
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	\$348.00	\$369.00	\$379.00	
8 The City Electrician may charge the following fees for an Electrical Permit for a temporary special event				
(a) For equipment 5 kW or less	\$122.00	\$129.00	\$133.00	
(b) For equipment more than 5 kW but not exceeding 750 V				
for up to 14 days	\$240.00	\$254.00	\$262.00	
for 15 to 30 days	\$482.00	\$511.00	\$525.00	
for 31 to 60 days	\$725.00	\$769.00	\$790.00	
for 61 to 90 days	\$1,200.00	\$1,270.00	\$1,310.00	
(c) For equipment supplied from a High Voltage power source	\$1,460.00	\$1,550.00	\$1,590.00	
9 The fee for an application for special permission pursuant to Section 4.9 shall be	\$222.00	\$235.00	\$242.00	
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 to display or energize for up to 14 days	\$222.00	\$235.00	\$242.00	
11 The fee for an interim permit pursuant to Section 5.16 shall be	\$207.00	\$219.00	\$226.00	
12 The administration fees pursuant to Section 5.20 and 5.27 shall be				



By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
(a) the first \$90.10 of the permit fee when no plan review performed	\$90.10	\$95.50	\$98.20	
(b) the first \$240.00 of the permit fee when plan review performed	\$240.00	\$254.00	\$262.00	
13 The fee for a permit amendment review pursuant to Section 5.22 shall be	\$90.10	\$95.50	\$98.20	
<a href="#">&lt; Return to Appendix A Index &gt;</a>				

### Gas Fitting By-law

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
<b><u>Installations:</u></b>				
One, two or three appliances	\$240.00	\$254.00	\$262.00	
Each additional appliance	\$76.10	\$80.70	\$82.90	
Each replacement water heater, gas range, furnace or boiler	\$56.80	\$60.20	\$61.90	
Each additional gas meter of a multiple dwelling (same appliance count)	\$56.80	\$60.20	\$61.90	
<b><u>Piping Permits</u></b> <b>(no appliances):</b>				
For first 60 m of piping or part thereof	\$240.00	\$254.00	\$262.00	
Every 30 m or part thereof exceeding the first 60 m	\$93.00	\$98.60	\$101.40	
<b><u>Re-inspections</u></b>				
For each re-inspection	\$240.00	\$254.00	\$262.00	
<a href="#">&lt; Return to Appendix A Index &gt;</a>				

### Noise Control By-law

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
<b>Application under section 17 of the Noise Control By-law, a non-refundable application fee of:</b>				

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
(i) for an application submitted at least five working days prior to the date of the proposed activity	\$217.00	\$230.00	\$237.00	
(ii) for an application submitted less than five working days prior to the date of the proposed activity	\$431.00	\$457.00	\$470.00	

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**Secondary Suite Inspection Fee By-law**

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
3				Where an application for a special inspection of a suite is made: within 60 days of the notification date, the applicant shall pay a fee, including all the inspections referred to in section 1, of
(a)	\$240.00	\$254.00	\$262.00	; or
				more than 60 days after the notification date, the applicant shall pay a fee, including all the inspections referred to in
(b)	\$723.00	\$766.00	\$788.00	section 1, of

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**Protection of Trees By-law**

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
4.4(c)				<b>Submissions with tree permit application</b> a non-refundable application fee of:
(i)	\$96.00	\$102.00	\$105.00	for a tree permit to remove the first tree in a 12 month period
(ii)	\$276.00	\$293.00	\$301.00	to remove each subsequent tree during that same 12 month period

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**Sign Fee By-law - # 11880**

<b>By-law Section and Text</b>	<b>2023 Current</b>	<b>2024 Option 1</b>	<b>2024 Option 2</b>	<b>Comments</b>
<b>1.1 Permit Application Fee</b>				
(a) For each sign requiring a permit, other than a billboard, including one building field inspection	\$384.00	\$407.00	\$419.00	
(b) For each sign subject to Part 15 Director of Planning Review, including one building field inspection	\$908.00	\$962.00	\$990.00	
(c) For each billboard sign, including one building field inspection	\$908.00	\$962.00	\$990.00	
(d) For each sign requiring electrical connection, including one electrical field inspection	\$195.00	\$207.00	\$213.00	
(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				
<b>1.2 Re-Inspection Fee</b>				
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	\$222.00	\$235.00	\$242.00	
<b>1.3 Fee for Sign Erected without Permit</b>				
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				
<b>1.4 Fee for Revisions to Sign Permit</b>				
Where a sign permit has been issued and must be revised, the fee for review by city staff per hour	\$59.00	\$62.50	\$64.30	
<b>1.5 Sign By-Law Amendment Application Fees</b>				
Amendment to Schedule A or Schedule B For an application to initiate an amendment to Schedule A or Schedule B only to assign a new Comprehensive Development District to a Sign District Schedule at the time of re-zoning	\$786.00	\$1,179.00	\$1,179.00	50%

Minor Sign By-Law Amendment

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
For an application to initiate an amendment to the Sign By-Law for each sign requiring a <i>minor amendment</i>	\$3,930.00	\$5,900.00	\$5,900.00	50%
For every additional sign requiring a <i>minor amendment</i> under the same application	\$786.00	\$1,180.00	\$1,180.00	50%
<u>Major Sign By-Law Amendment</u>				
For an application to initiate an amendment to the Sign By-Law for each sign requiring a <i>major amendment</i>	\$8,910.00	\$13,370.00	\$13,370.00	50%
For every additional sign requiring a <i>major amendment</i> under the same application	\$1,790.00	\$2,690.00	\$2,690.00	50%
<u>By-Law Amendment for new Sign District</u>				
For an application to initiate amendments to the Sign By-Law to create a new Sign District	\$26,200.00	\$39,300.00	\$39,300.00	50%
<b>1.6 Fees for Removal and Storage of Unsafe Signs</b>				
(a) Fee for removal and transportation of signs that are certified by the City Building Inspector to be structurally unsafe	At Cost	At Cost	At Cost	
(b) Daily storage fee	\$32.80	\$34.80	\$35.80	
<b>1.7</b> For Council reconsideration of a Director of Planning decision regarding relaxations pursuant to section 15.11 of the Sign By-law	N/A	\$3,500.00	\$3,500.00	New Fee

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**Miscellaneous Fees By-law - Schedule 1**

<b>By-law Section and Text</b>	<b>2023 Current</b>	<b>2024 Option 1</b>	<b>2024 Option 2</b>	<b>Comments</b>
<b>Adopt or Amend an Area Development Plan (ADP)</b>				
1	For adoption or amendment of an Area Development Plan:			
				Up to 0.4 ha (43,128 sq. ft.) site area
	\$39,400.00	\$41,800.00	\$42,900.00	
				For each additional 100 m <sup>2</sup> (1,080 sq. ft.) of site area, or part thereof
	\$382.00	\$405.00	\$416.00	
				Maximum fee
	\$157,200.00	\$166,600.00	\$171,300.00	
<b>Amend an Official Development Plan (ODP) and Area Development Plan (ADP)</b>				
2	For an amendment to the text of an Official Development Plan and any associated Area Development Plan			
	\$59,200.00	\$62,800.00	\$64,500.00	
<b>Amend a Regional or Provincial Land Use Designation</b>				
3	For an amendment of a regional or provincial land use designation			
	\$3,980.00	\$4,220.00	\$4,340.00	
<b>Site Profile Review</b>				
4	For each review of a site profile			
	\$100.00	\$106.00	\$109.00	
<b>Appeal to Board of Variance/Parking Variance Board</b>				
5	For the filing of an appeal			
	\$2,610.00	\$2,770.00	\$2,840.00	
<b>Approved Use Research Requests</b>				
6	Provide written information on the approved use of a building in accordance with the Zoning & Development and Vancouver Building Bylaws			
(a)	Residential	\$72.90	\$77.30	\$79.50
(b)	Commercial (one unit only)	\$72.90	\$77.30	\$79.50
(c)	Commercial and/or mixed use (all units) requiring up to a maximum of 2 hours of staff time	\$318.00	\$337.00	\$347.00

<b>By-law Section and Text</b>	<b>2023 Current</b>	<b>2024 Option 1</b>	<b>2024 Option 2</b>	<b>Comments</b>
For each additional hour or part thereof beyond the 2 hours referred in Clause above	\$160.00	\$170.00	\$174.00	
<b>7 File Research Environmental</b>				
Provide written information as to whether the City records indicate that a property has any contamination or environmental issues.	\$318.00	\$337.00	\$347.00	
<b>8 Building Grades</b>				
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	\$1,890.00	\$2,000.00	\$2,060.00	
Over 31 m and up to 90 m	\$2,260.00	\$2,400.00	\$2,460.00	
Over 90 m and up to 150 m	\$3,160.00	\$3,350.00	\$3,440.00	
Over 150 m and up to 300 m	\$4,670.00	\$4,950.00	\$5,090.00	
Over 300 m	\$6,920.00	\$7,340.00	\$7,540.00	
(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				
Up to 31 m	\$564.00	\$598.00	\$615.00	
Over 31 m and up to 90 m	\$747.00	\$792.00	\$814.00	
Over 90 m and up to 150 m	\$930.00	\$990.00	\$1,014.00	
Over 150 m and up to 300 m	\$1,300.00	\$1,380.00	\$1,420.00	
Over 300 m	\$2,060.00	\$2,180.00	\$2,250.00	
<b>Traffic Management Plan Review</b>				
<b>9 (a)</b> Where the review is less than 1 hour of staff time	\$72.90	\$77.30	\$79.50	
<b>(b)</b> Where the review is 1 to 15 hours of staff time	\$729.00	\$773.00	\$795.00	

<b>By-law Section and Text</b>	<b>2023 Current</b>	<b>2024 Option 1</b>	<b>2024 Option 2</b>	<b>Comments</b>
(c) Where the review is over 15 hours of staff time	\$2,050.00	\$2,170.00	\$2,230.00	
<b>10 Discharge of a Registered Encumbrance</b>				
(a) Where the review requires up to 2 hours of staff time	\$291.00	\$308.00	\$317.00	
(b) Where the review requires more than 2 hours of staff time	\$729.00	\$773.00	\$795.00	
<b>11 Road Closure Fee</b>				
	\$12,240.00	\$12,970.00	\$13,340.00	
<b>12 Producing Permit/Document Copies</b>				
The following application fee will be paid to the City for providing 1 to 4 paper or electronic copies of permits or specific documents from either microfiche or our images database.				
(a) Residential (Single Detached House or Duplex)	\$68.00	\$72.10	\$74.10	
(b) One Unit in a Commercial Building	\$68.00	\$72.10	\$74.10	
(c) All other Buildings	\$139.00	\$147.00	\$152.00	
(d) For each additional copy beyond the 4 documents referred in this section above	\$14.00	\$14.80	\$15.30	
<b>13 Research Requests</b>				
For applications referred to in section 12, and other research requests, that require extensive research (more than one hour of staff time):				
(a) Research requests requiring up to a maximum of 2 hours of staff time	\$318.00	\$337.00	\$347.00	
(b) For each additional hour or part thereof beyond the 2 hours referred to in (a) above	\$160.00	\$170.00	\$174.00	
For a property research letter or document request under section 12 or 13, where an applicant requests in writing that the review be carried out during overtime:				
For each hour or part thereof	\$229.00	\$243.00	\$250.00	
<b>View Cone Assessment</b>				

By-law Section and Text	2023 Current	2024 Option 1	2024 Option 2	Comments
<b>14</b> Service of staff assessing maximum development height on a proposed development site subject to a view cone authorized by Council	N/A	\$1,200.00	\$1,200.00	New Fee
<b>15</b> For service of staff review, revision and execution of the following agreements required for developments:				
(i) Bridge Proximity Agreement	N/A	\$650.00	\$650.00	New Fee
(ii) Services Agreement	N/A	\$1,100.00	\$1,100.00	New Fee
(iii) Statutory Rights of Way	N/A	\$800.00	\$800.00	New Fee
(iv) Traffic Demand Management Agreement	N/A	\$950.00	\$950.00	New Fee

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**APPENDIX B: Historical Decisions Related to Annual Fee Increases**

<b>Year</b>	<b>Context</b>	<b>Fee Increase</b>
<b>2017</b>	First phase of a two-year plan. 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.	<ul style="list-style-type: none"> <li>• 9% increase in most fee categories</li> <li>• 19% increase in some complex development fees, along with other more significant increases in targeted areas</li> </ul>
<b>2018</b>	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. Council approved the following fee increases:	<ul style="list-style-type: none"> <li>• 12% increase in most categories</li> <li>• Zero percent increase in laneway development fees</li> <li>• 15% increase in some development and building fees</li> <li>• 22% in some rezoning fees</li> <li>• 55% for two specific rezoning fees to account for the complexity of reviews</li> </ul>
<b>2019</b>	Council approved 25 positions (10 new RFT, 14 conversions from TFT to RFT, 1 TFT) to deliver key Council priorities such as housing affordability, permit service enhancements, and online transformation. Council also approved the following fee increases:	<ul style="list-style-type: none"> <li>• 3% increase in most categories</li> <li>• Zero percent increase in Class V (Air Space) application Section 5b of the Subdivision Fees By-law</li> <li>• Specific fee adjustments to two fees that were set significantly below full cost recovery: <ul style="list-style-type: none"> <li>○ Rezoning fee in Schedule 2, Section 1 of the Zoning and Development Fee By-law from \$15,680 to \$40,394</li> <li>○ Appeal fee to the Board of Variance/Parking Variance in Schedule 1, Section 6 of the Miscellaneous Fees By-law from \$531 to \$2,300</li> </ul> </li> </ul>
<b>2020</b>	Council approved a fee increase to adjust for inflation and cost increases that were necessary to continue operations during the pandemic. Additional investments were made in 2020/2021 to transition and support staff from in-person to virtual operations.	<ul style="list-style-type: none"> <li>• 3% increase in most categories</li> </ul>
<b>2021</b>	In 2021 Council directed staff to develop a medium term plan that identifies strategies for systemic changes with respect to the	<ul style="list-style-type: none"> <li>• 5% Fee Increase in most categories</li> </ul>

	City's development and permit system, including but not limited to organizational restructuring; new technology adoption; client navigation support; defined service standards; and an accountability and monitoring framework.	
<b>2022</b>	Council approved a fee increase to adjust for inflation and cost increases. An additional 3 FTEs to support the rollout of the Council approved Mechanical Permit.	<ul style="list-style-type: none"><li>• 5% Fee Increase in most categories</li></ul>

## APPENDIX C: Fee Benchmarking Analysis:

Periodic benchmarking is a regular part of the fee setting process. A comprehensive benchmarking exercise was last completed in 2016.

This year an independent consulting firm was engaged to perform a jurisdictional analysis focusing on development, rezoning, and building permit fees across a diversified sample of Canadian cities.

**Scope of Study:** The cities selected for this analysis included:

- **Mississauga, Toronto, and Calgary**, due to their similar high density and development complexity profiles.
- **Surrey, Richmond, and Burnaby**, representing Greater Vancouver Regional District (GVRD) cities with the highest population figures.
- **Kelowna and Victoria** selected as notable population centres within the province of British Columbia.

The analysis benchmarked three distinct types of development:

1. Single-Family Home
2. 64-Unit Apartment Complex
3. Commercial Development with a footprint of 1,800 square metres.

**Limitations:** It is important to note that the analysis, at this preliminary stage, focuses solely on development, rezoning, and building permit fees. Additional charges, such as trade permits and other ancillary fees, have not yet been examined. Furthermore, the degree to which these cities employ full-cost recovery and the extent of subsidization within their fee structures remain undetermined.

### Comparative Analysis

**With High-Density Cities:** Comparative data with cities like Toronto and Mississauga revealed that Vancouver's fees for rezoning, building, and development are positioned on the lower end of the scale, particularly for high-density developments.

**With GVRD Cities:** The data showed more nuanced results when compared with other GVRD municipalities that feature lower-density profiles and simpler development complexities. With some exceptions—Burnaby's fees on apartment rezoning, for example—development and rezoning fees in all surveyed GVRD cities were generally lower than in Vancouver. However, building permit fees in these GVRD municipalities were observed to be higher. When aggregating all applicable categories of fees, Vancouver exhibited the lowest total fees for both single-family and apartment developments. Nevertheless, for commercial developments, Vancouver's fees ranked the highest among GVRD cities.

**Implications for Fee Structure:** The insights from this analysis have been useful for staff in determining fee structures across different program areas and building forms. The benchmarking study will be extended to include trade permits and other ancillary fees in 2024.

This refined fee benchmarking analysis is expected to offer a more comprehensive understanding of how Vancouver's fee structure compares, enabling data-driven policy decisions moving forward.

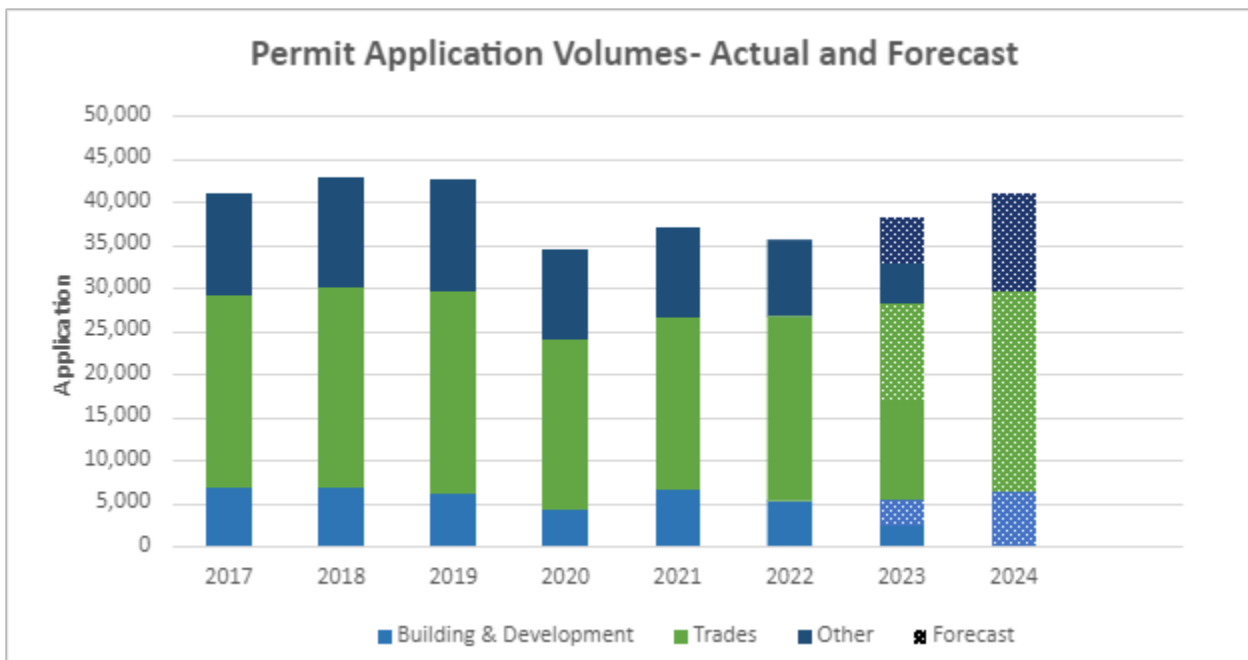
**Detailed results:**

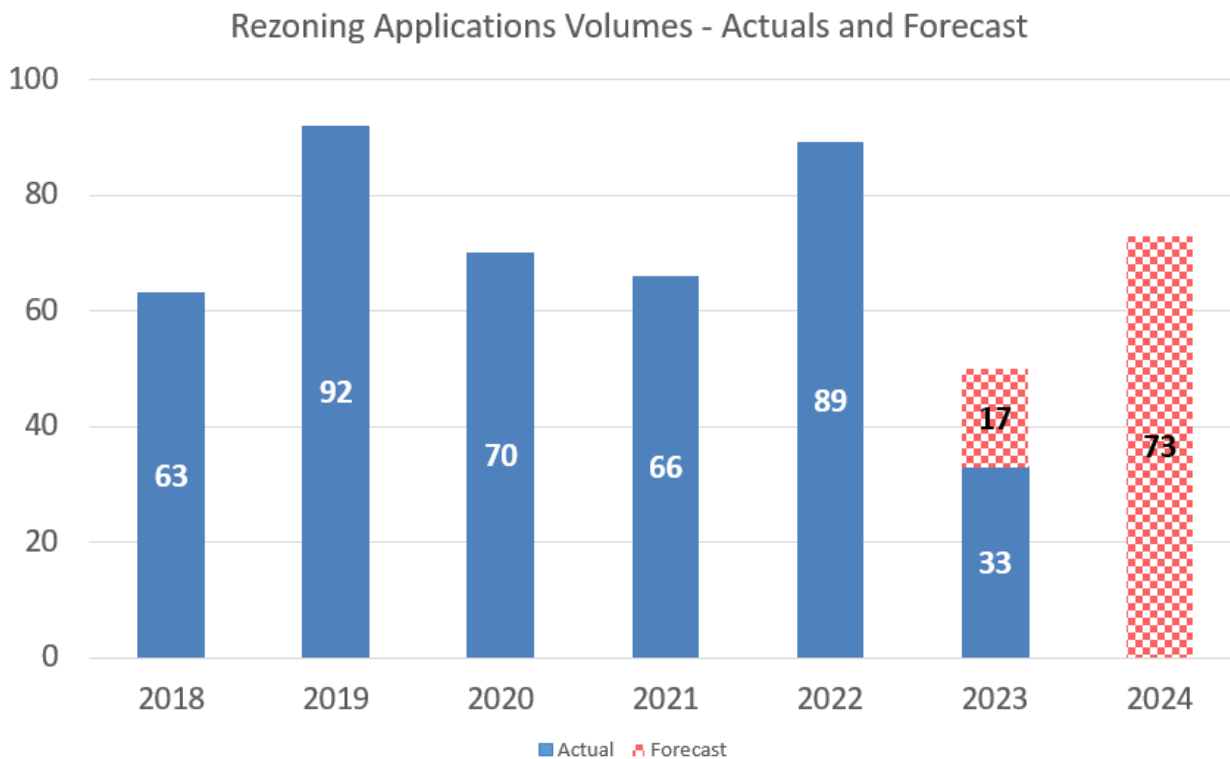
City Group	City	Development Permit (\$)	Rezoning (\$)	Building Permit (\$)	Combined (\$)
GVRD	<b>Apartment (64-Unit Apartment)</b>				
	Vancouver	24,240	45,900	99,776	<b>169,916</b>
	Burnaby	48,024	2,676	201,228	<b>251,928</b>
	Richmond	8,200	3,607	170,400	<b>182,207</b>
	Surrey	10,412	9,114	162,792	<b>182,318</b>
	<b>Commercial (1,800 sq.m. Commercial Development)</b>				
	Vancouver	30,400	46,313	28,916	<b>105,629</b>
	Burnaby	13,775	2,676	60,270	<b>76,721</b>
	Richmond	4,505	2,785	52,300	<b>59,590</b>
	Surrey	6,758	5,746	47,408	<b>59,912</b>
	<b>Single Family (Single Family Home)</b>				
	Vancouver	2,640	N/A	4,166	<b>6,806</b>
	Burnaby	1,813	N/A	5,228	<b>7,040</b>
	Richmond	2,525	N/A	10,968	<b>13,493</b>
	Surrey	-	N/A	7,107	<b>7,107</b>
	BC	<b>Apartment (64-Unit Apartment)</b>			
Vancouver		24,240	45,900	99,776	<b>169,916</b>
Kelowna		985	2,070	123,487	<b>126,542</b>
Victoria		8,230	17,148	231,840	<b>257,217</b>
<b>Commercial (1,800 sq.m. Commercial Development)</b>					
Vancouver		30,400	46,313	28,916	<b>105,629</b>
Kelowna	985	2,070	38,454	<b>41,509</b>	

	Victoria	10,645	6,929	66,500	<b>84,074</b>
	<b>Single Family (Single Family Home)</b>				
	Vancouver	2,640	N/A	4,166	<b>6,806</b>
	Kelowna	985	N/A	8,755	<b>9,740</b>
Victoria	2,000	N/A	8,750	<b>10,750</b>	
<b>High Density / High Complexity</b>	<b>Apartment (64-Unit Apartment)</b>				
	Vancouver	24,240	45,900	99,776	<b>169,916</b>
	Toronto	38,364	85,351	79,404	<b>203,119</b>
	Mississauga	39,104	107,314	89,160	<b>235,578</b>
	Calgary	3,803	4,757	82,192	<b>90,752</b>
	<b>Commercial (1,800 sq.m. Commercial Development)</b>				
	Vancouver	30,400	46,313	28,916	<b>105,629</b>
	Toronto	35,318	60,363	35,674	<b>131,354</b>
	Mississauga	39,281	72,568	27,252	<b>139,101</b>
	Calgary	1,732	9,005	47,658	<b>58,395</b>
	<b>Single Family (Single Family Home)</b>				
	Vancouver	2,640	N/A	4,166	<b>6,806</b>
	Toronto	24,095	N/A	4,033	<b>28,128</b>
	Mississauga	11,786	N/A	4,452	<b>16,238</b>
Calgary	1,124	N/A	4,948	<b>6,072</b>	

**APPENDIXD: Application Volumes:**

Overall, permitting application volumes continue to show signs of recovery from the 2020 downturn. Forecasted values are based on an assumption that monthly applications will continue to return to historic averages within a 5 year horizon. Staff continue to monitor and observe how market demand, economic volatility and policy changes may influence key sectors and related services.





The number of rezoning application submissions is anticipated to decrease to 50 in 2023 compared to 89 received in 2022, likely due to the economic challenges real estate development is facing. Staff anticipate the number of rezoning application submissions to increase to approximately 73 in 2024. This increase is due to the anticipated conversion of Broadway Plan Enquiries into Rezoning Application submissions.

The current economic climate is affected by various factors including supply chain shortages, the cost of materials and labour, increased interest rates and high inflation. Continued population and job growth are creating greater demand for housing and job space in the City and region. In combination these factors are making development more challenging.