

The purpose of this bulletin is to inform the reader of the 2021 Planning Fees.

1. Fees are effective January 1 of each year.
2. Fees set out in this Schedule, excluding those for the Agricultural Land Reserve Application, Subdivision and Development Engineering Inspection Fees and Density Bonusing – Fire Facilities and Equipment Reserve, shall increase annually by 2% and be rounded up to the nearest ten dollars (\$10.00) unless otherwise identified.
3. Density Bonusing – Fire Facilities and Equipment Reserve shall increase annually by one dollar (\$1.00).
4. Refunds: Subdivision and technical development permit application fees are non-refundable. No fees will be refunded if any application has been submitted to Council. For development permits, development variance permits, temporary use permits, Official Community Plan applications, Zoning applications and Land Use Contracts, if an application is withdrawn prior to preparation of the staff report related to the application, 50% of the application fees will be refunded. Board of Variance applications withdrawn prior to advertising and circulation to District staff are eligible for a \$200 refund.

Agricultural Land Reserve Application Type	Fee to Local Government	Fee to ALC	Total Fee Payable
Non-Adhering Residential Use	\$450	\$450	\$900
Soil or Fill Use	\$750	\$750	\$1,500
Non-Farm Use or Subdivision	\$750	\$750	\$1,500
Exclusion	\$750	\$750	\$1,500
Inclusion	\$0	\$0	\$0

Area Structure Plan	\$5,430.00
Board of Variance Application	\$780.00
Change of Civic Address	\$140.00
Change of Road Name	\$290.00 + \$160.00 per sign
Density Bonusing – Fire Facilities and Equipment Reserve	\$26.00/sq metre for floor space created above the 3rd floor
Development Permit - Council	\$1,480.00
Development Permit - Exemption Review	\$90.00
Development Permit - Technical	\$780.00
Development Permit Amendment - Council	\$720.00
Development Permit Amendment -Technical	\$340.00
Development Permit with Variance	\$1760.00 + \$140.00 each additional variance

Development Proposal Sign - Additional (2 included in application)	\$90.00
Development Proposal Sign - Posting	\$90.00
Development Variance Permit	\$880.00 + \$140.00 each additional variance
Land Use Contract Amendment or Discharge	\$1,520.00
Latecomer Agreement Fee	\$1,650.00
Official Community Plan Amendment (includes 1 public hearing)	\$2,110.00
Official Community Plan Amendment and Zoning Combined (includes 1 public hearing)	\$2,730.00
Preliminary Layout Review - Building Projects (Strata Conversion)	\$1040.00 + \$140.00 per strata lot/unit (excluding common property)
Preliminary Layout Review - Extension	\$240.00
Preliminary Layout Review - Fee Simple or Bare Land Strata	\$1270.00 + \$140.00 per additional lot
Preliminary Layout Review - Phased Strata	\$1370.00 + \$140.00 per phase
Property Status Letter	\$240.00
Public Hearing - Additional	\$570.00
Re-advertising Fee	\$290.00
Reconsider Council Decision	\$260.00
Referral Agency Invoice	At cost
Remove Notice on Title	\$340.00
Restrictive Covenant - Release, amend or new, does not include subdivision application	\$190.00
Road Closure Application	\$1,110.00
Sign Permit	\$140.00
Site Profile	\$110.00
Subdivision and Development Engineering Inspection Fees for works associated with Fee Simple Subdivision, Strata, Development, Off-site works	<p>3.5% of the total cost of construction value (minimum \$500) determined as follows:</p> <ol style="list-style-type: none"> 1. Full cost of construction for “on-site” (new roads) and “off-site” (existing front roads), including clearing, grubbing, blasting, cuts and fills, gravel, compaction, pavement, concrete work, ditches, boulevard work if applicable, etc. 2. All deep utilities such as storm draining works, sanitary sewer work, if applicable, and water and fire protection, if applicable. 3. Costs of civil works only for shallow utilities such as installation costs of ducting for power, telephone and cable TV. The cost of private utility cable work, gas works, service lines etc. is not included in the construction cost. 4. Consulting Engineering design fees are not included in the Subdivision and Development Engineering and Inspections Fee.

	5. The fee is calculated at 3.5% of the consulting engineer’s sealed construction cost estimates. These figures may be adjusted up or down by the District, if in the District’s opinion an adjustment is warranted. This may take the form of a 10%contingency added or deletion of certain items.
Subdivision Plan Approval (excluding common property)	\$570.00 +\$140.00 per lot/unit
Subdivision Plan Approval - Phased Strata	\$570.00
Temporary Use Permit	\$1,220.00
Temporary Use Permit Renewal	\$810.00
Zoning Amendment (includes 1 public hearing)	\$1,740.00

For more information please contact the Planning and Development Department at 250-766-6674.

Please note: Bulletins are prepared to provide convenient information for customers and should not be considered a replacement for reviewing the bylaw or associated legal documents. If there is any contradiction between this guide and relevant municipal bylaws and/or applicable codes, please refer to the bylaws and/or codes for legal authority.