

**“DEVELOPMENT SERVICES DEPARTMENT FEES AND CHARGES
BYLAW 2005 NO. 7016”**

Consolidated Version

2014-OCT-27

Includes Amendments: 7016.01, 7016.02, 7016.03, 7016.04, 7016.05, 7016.06

CITY OF NANAIMO

BYLAW NO. 7016

A BYLAW TO ESTABLISH FEES AND CHARGES FOR THE
DEPARTMENT OF DEVELOPMENT SERVICES

WHEREAS Part 2, Division 1, Section 8 of the *Community Charter* provides that a municipality may provide any service that the Council considers necessary or desirable and by bylaw regulate, prohibit and impose requirements;

AND WHEREAS Part 7, Division 2, Section 194 provides that a Council may by bylaw impose a fee in respect of the exercise of authority to regulate, prohibit or impose requirements and impose a fee for copies of documents;

AND WHEREAS Part 26 of the *Local Government Act* provides for applications for amending an official community plan, the issuance of development permits, development variance permits and other permits, and the amendment of land use contracts and other bylaws;

AND WHEREAS Section 895 of the *Local Government Act* provides that where a local government has adopted an official community plan or a zoning bylaw, the local government must, by bylaw, define procedures under which an owner of land may apply for an amendment to the plan or bylaw or for the issue of a permit under Part 26 of the *Local Government Act*,

AND WHEREAS under Section 931 of the *Local Government Act* a Council may, by bylaw, impose fees related to applications for amendments to a plan or bylaws, and agreements and for the issuance of permits and amendment or discharge of land use contracts under Division 9 of Part 26 of the *Local Government Act* and for the administration and inspection of matters arising under Parts 26 and 27 of the *Local Government Act*;

AND WHEREAS under sections 34 and 35 of the *Agricultural Land Commission Act* and Section 33 of B.C. Regulations No. 171/2002, a Council may impose fees in relation to agricultural land reserve applications;

THEREFORE BE IT RESOLVED that the Municipal Council of the City of Nanaimo, in open meeting assembled, HEREBY ENACTS AS FOLLOWS:

Title

1. This Bylaw may be cited as "DEVELOPMENT SERVICES DEPARTMENT FEES AND CHARGES BYLAW 2005 NO. 7016".

Imposition

2. The various fees and charges as set out in Schedule "A" and attached hereto and forming part of this bylaw are hereby imposed effective 2006-JAN-01.

Repeal

3. "DEVELOPMENT SERVICES DEPARTMENT FEES AND CHARGES BYLAW 1999 NO. 5357" and amendments thereto, are hereby repealed 2006-JAN-01.

SCHEDULE "A" (7016.04)

DEVELOPMENT SERVICES FEE SCHEDULE

The following fees shall be paid to the City of Nanaimo at the time of application:

PLANNING & DESIGN SECTION	
<i>Wording used in this section have the same meaning as in "DEVELOPMENT APPROVAL PROCEDURES AND NOTIFICATION BYLAW 1991 NO. 3892"</i>	
*Rezoning Application, Lot under 0.2 Hectares	\$1000
*Rezoning Application, Lot over 0.2 Hectares	\$1,500
*Zoning Bylaw Amendment Application (Text)	\$1,000
Temporary Commercial Use Permit Application or Temporary Industrial Use Permit Application	\$500
*Land Use Contract - Application to Amend or Cancel a Land Use Contract	\$1,000
*Land Use Contract – Application to Discharge a Land Use Contract	\$500
*Agricultural Land Reserve Application	\$1,000
Official Community Plan (OCP) Amendment Application	\$1,000
Letter of Zoning Confirmation Request	\$100
Historic Review of Old Application	\$50
* Plus the newspaper advertising cost for Public Hearings	
Development Permit Applications – <ul style="list-style-type: none"> • Residential/Commercial/Institutional/Industrial/Multi-family • New Construction and Additions • Heritage Alteration Permits 	\$750 + \$2/100m ² of new or additional gross building floor area to a max. of \$2,000
Except: Development Permit Application in a Watercourse Development Permit area - single family dwellings or no construction or building; and,	\$100
Development Permit application in a Watercourse Development Permit area – in stream restoration or rehabilitation projects conducted by individuals or groups solely for stream improvement projects.	No Fee

Development Variance Permit Application - Commercial/Institutional/Industrial/Multi-family	\$750
Development Variance Permit Application – Single Family and Two Family Dwellings	\$500
Heritage Alteration Permit, Heritage Revitalization Agreement Applications	\$500
Public Hearing Fee - to be paid in connection with an application for a bylaw amendment, a new liquor license application or in respect of any matter under which a Public Hearing is required under the <i>Local Government Act</i> .	Cost of newspaper advertisement**
Re-inspections following a second Landscape Inspection which is necessary due to deficiencies when required under the provisions of “ZONING BYLAW 1993 NO. 4000”	\$50
Board of Variance - In all zones	\$250
Documents Zoning Bylaw Zoning Map Bylaws (Subdivision, MHP, etc.) Turner Road Connection Study Nanaimo Parkway-Development Permit Area Managing Blocks of Vacant Land Development Permit Guidelines Individual Maps All other documents not listed	\$30 \$20 (colour) / \$10 (black/white) \$10 \$10 \$10 \$5 \$10 \$10 \$10
*New Liquor License Applications (Liquor Primary)	\$500 (plus Public Hearing advertisement costs)
Amendment to an Existing Liquor License (Liquor Primary)	\$300
Entertainment Endorsement (Food Primary)	\$300
Special Occasion License	No Fee
Temporary Change to a Liquor License	\$100

**Where more than one application is included within the newspaper advertisement, the applicant will be required to pay for the cost of content directly related to their application. The advertising space cost for all content common to all application types will be evenly split between applications included within the advertisement.

SUBDIVISION (7016.01)	
Words used in this section have the same meaning as in "SUBDIVISION CONTROL BYLAW 1989 NO. 3260"	
Application Fees lots 1 - 3 lots 4 - 10 - an additional lots 11 - 25 - an additional lots 26 and above - an additional	\$500 \$250 per lot \$100 per lot \$50 per lot
Preliminary Applications PLA Amendment initiated by applicant PLA Extensions	\$500 \$500
Final Approval Final Fee (payable for all lots including parent) Form E Form E amendment initiated by applicant	\$150 per lot \$500 \$500
Other Applications Strata Title Conversion Boundary Adjustment	\$500 \$500
Administration Fee (Construction Agreement)	2 percent of the value of the Works to a max. of \$2,000 + GST
<i>Provincial Fee of \$50 for Plan Examination is in addition to the City Bylaw</i>	
ENGINEERING DEVELOPMENT SERVICES DIVISION (7016.01)	
Engineering Plan Review 2nd and Subsequent Resubmissions	\$100 + GST

LAND DIVISION (7016.01)	
Amend Right-of-way Agreements	\$200
Prepare a Right-of-way for Registration	\$160
To Review an Application to Release a Right-of-way	\$50
To Prepare and Register an Application to Release a Right-of-way	\$75
To Prepare a Lease to Register at Land Title Office	\$250
To Assign a Lease/License	\$250
Application to Discharge a Section 57 <i>Community Charter</i> Notice	\$300
Application to Change a Road Name	\$500
Review Fee for Proposed Road Name (per name)	\$10
Application to Change an Address	\$100
Application for Road or Park Closure	\$500
Statutory Advertising	at cost
Street Index	\$25
Current Subdivision Address Plan	\$15

BUILDING INSPECTION DIVISION (7016.03)	
Words used in this section have the same meaning as in “BUILDING BYLAW 2003 NO. 5693”	
<p>Application Fees The applicant for a Building Permit where the estimated value of construction exceeds \$20,000 shall pay 10 percent of the estimated cost of the Building Permit at the time of application. The fee paid shall be applied towards the total cost of the Building Permit, except where the applicant does not proceed with the project, the City will retain the fee. Applications for the preliminary review of projects will be accepted under the same condition. The remainder of the applicable fees shall be payable prior to issuance of a Building Permit.</p>	10 percent of estimated cost of the Building Permit at issuance - minimum \$175
<p>Accelerated Permit Review Application Fee The applicant for a permit to construct a Single Family Dwelling may request that the Building Permit review be accelerated. Subject to the availability of Staff and payment of a \$150 surcharge, such Building Permits will be processed within three working days.</p>	\$150
<p>Re-Inspection Fee Where any re-inspection, carried out pursuant to this Bylaw, discloses faulty work and a subsequent inspection is thereby made necessary, the fee for each such subsequent inspection shall be \$150. Where a permit holder fails to have the work to be inspected accessible and ready at the time the inspection is called for, an additional fee of \$150 shall be charged for each subsequent call for inspection made necessary thereby.</p>	\$150
<p>Special Inspection Fee The fee for a requested inspection of an existing building.</p>	\$100
<p>Building Permit Value of Construction: Minimum fee and first \$1000 of Construction Value (CV) Additional fee for CV from \$1,000.01 - \$100,000 Additional fee for CV from \$100,000.01 - Greater</p>	\$105 \$10/\$1,000 \$7/\$1,000
<p>Professional Certification Where an architect or engineer is retained by the owner and provides a certificate in the form of a Letter of Assurance contained in the current edition of the <i>BC Building Code</i> and the Building Inspector indicates in writing to the owner that, in issuing the Building Permit, he is relying on the certification of the engineer or architect, the Building Permit Fee will be reduced by five percent. This reduction reflects the cost of work that would be otherwise done by Building Inspection Division Staff to determine compliance with the <i>BC Building Code</i> and other applicable safety enactments.</p>	Five percent reduction in the Building Permit Fee

Renewal Permit Fee Value of Construction: \$0 - \$50,000 \$50,000.01 - greater	\$100 \$250
Demolition Permit Fee (does not include disconnection fees) Single Family Dwelling All other buildings	\$40 \$100
Moving Permit Fee Mobile home/Single Family Dwelling Re-locate a mobile within the same park	\$50 plus Building Permit fee \$20 plus Building Permit fee
Heating Appliances Fee (per inspection) Chimney Flue Inspection of installation of a heating appliance	\$30 \$30
Plumbing Permit Fee Minimum Charge Per fixture (includes swimming pools, interceptors, hot water tanks and automatic dishwashers)	\$40 \$8
Service Pipes Fee – Single Family Dwellings / Two Family Dwellings Water Service Pipe Lawn Sprinkler Systems Foundation Drains Perimeter Rain Water Drain Building Storm Sewer Building Sanitary Sewer	\$25 \$35 \$20 \$20 \$25 \$25
Service Pipes – Commercial Inspection Fee Storm, Sanitary, Water, Fire Lines	\$20 first 15m + \$7/additional 15m or part
All Other Construction Inspection Fee – (other service fixtures – each) Sumps, Catch Basins, Manholes Rainwater Leaders (per roof drains) Fire Hydrants Wet and dry outlets, fire hose cabinet, hose outlet & standpipe, for each item Manholes, Inspection Chambers	\$15 \$15 \$15 \$15 \$15
Sprinkler System Inspection Fee Minimum Sprinkler Permit Fee (per sq. meter of building)	\$40 \$0.50
Administration Fee Non-Active File Review Code Equivalency Report	\$50 per hour \$200 up to four equivalencies \$300 for more than four equivalencies

<p>Permit Drawing Replacement and or Revision Fee Plan re-stamping and revision fee The Plan Re-stamping Fee applies to the replacement of Building Permit drawings and shall be in addition to reproduction charges. The fee for revisions of Building Permit drawings shall be applied for each time a Builder elects or is directed to revise drawings after the Building Permit has been issued.</p>	<p>\$50</p>
<p>Sign Permit Fee Minimum Fee Per square meter of signage calculated to next whole metre Special Event Signage (maximum fee) Minimum Performance Bond Sign Permit Renewal</p>	<p>\$40 \$5 per m² – max \$150 per sign \$200 \$200 \$20</p>
<p>Secondary Suite Authorization Permit Fee Where a permit is required in order to authorize an illegal suite constructed prior to 2005-FEB-07, the fee shall be \$500 or based on the value of construction, whichever is greater.</p>	<p>\$500 minimum</p>

LAND TITLE COST RECOVERY (7016.05, .06)

Land Title cost recovery fees to be recovered in accordance with the Land Title and Survey Authority Fee Schedule as amended from time to time.