

## REGIONAL DISTRICT OF CENTRAL OKANAGAN

### DEVELOPMENT APPLICATION FEES AND CHARGES BYLAW NO. 1483

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Being a bylaw to establish fees and charges for planning application and building permit application services and information under Part 14 of the *Local Government Act*.

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WHEREAS the *Local Government Act* provides that the Board may by bylaw establish fees and charges for various Regional District services and information;

AND WHEREAS in accordance with Section 397 [imposition of fees and charges] and Section 462 [fees related to applications and inspections] of the *Local Government Act*; the Regional Board wishes to establish fees and charges which reflect cost recovery for services and information provided;

NOW THEREFORE, the Regional Board of the Regional District of Central Okanagan, in open meeting assembled, ENACTS AS FOLLOWS:

#### **PART 1 – TITLE**

- 1.1 This bylaw may be cited as the “Development Application Fees and Charges Bylaw No. 1483, 2023.”

#### **PART 2 – INTERPRETATION AND SEVERABILITY**

##### **Interpretation**

- 2.1 A reference in this bylaw to any enactment of British Columbia is a reference to the enactment as amended, revised, consolidated or replaced from time to time.
- 2.2 A reference in this bylaw to any bylaw of the Regional District is a reference to the bylaw as amended, revised, consolidated or replaced from time to time.
- 2.3 The schedules attached to this bylaw form part of this bylaw.

##### **Definitions**

- 2.4 In this bylaw:

***Director of Community Services*** means the person appointed as such and includes his/her designate.

***Regional Board*** means the duly elected and appointed officials of the Board of Directors of the Regional District of Central Okanagan.

***Regional District*** means the Regional District of Central Okanagan as described in its Letters Patent and amendments thereto but shall not include incorporated municipalities.

**Severability**

2.5 If any section, subsection, sentence, clause or phrase of this bylaw is held to be invalid by a court of competent jurisdiction, that section, subsection, sentence, clause or phrase, as the case may be, will be severed and the validity of the remaining portions of the bylaw will not be affected.

**PART 3 – FEES & CHARGES**

3.1 Regional District imposes fees and charges for the provision of services and information as specified in the schedules of this bylaw.

3.2 Fees or charges imposed under this bylaw for the provision of services or information apply instead of fees or charges imposed under other bylaws for the same services or information.

**PART 4 – EFFECTIVE DATE**

4.1 This bylaw comes into force and takes effect on the date of adoption.

READ A FIRST AND SECOND TIME THIS 13<sup>TH</sup> DAY OF MAY, 2021.

SECOND AND THIRD READINGS RESCINDED THIS 4 DAY OF MAY , 2023.

RE-READ A FIRST, SECOND AND THIRD TIME THIS 4 DAY OF MAY , 2023.

ADOPTED THIS 4 DAY OF MAY , 2023.

“Original signed by”

“Original signed by”

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
CORPORATE OFFICER

## SCHEDULE 1: BUILDING PERMIT FEES

Words used in this section have the same meaning as in Building Bylaw No. 1483, 2023

BUILDING PERMIT FEES	2023	2024	2025	2026	2027
<b>1. Building Application Fee</b> A non-refundable fee required at time of building permit application for projects with a valuation less than \$100,000.	\$180	\$180	\$185	\$190	\$195
<b>2. Building Application Fee</b> A non-refundable fee required at time of building permit application for projects with a valuation over \$100,000.	\$510	\$520	\$530	\$540	\$550
<b>3. Building Permit Fee</b> for issuance of building permits for construction, addition, alteration, repair, removal or demolition of a building or part thereof:	1.2% of project valuation (\$12 per \$1000 of valuation) or minimum building application fee whichever is greater.				
<b>4. Building Permit Fee</b> for issuance of building permits for construction of retaining walls, swimming pool fences, mobile home parks, campgrounds, site services and other projects	1.2% of project valuation (\$12 per \$1000 of valuation) or minimum building application fee whichever is greater.				
<b>5. Building Move</b> For placing a moved on dwelling (CSA Z240, CSA A277 or other relocated dwelling) on a property.	\$410	\$415	\$425	\$435	\$445
	+ 1.2% of site construction and servicing				
<b>6. Strata Title Conversion</b>	\$410 + \$100/unit	\$415 + \$105/unit	\$425 + \$105/unit	\$435 + \$110/unit	\$445 + \$115/unit
<b>7. Solid Fuel Burning Appliance (per appliance)</b>	\$180	\$180	\$185	\$190	\$195
	+ 1.2 % of valuation				
<b>8. Temporary Building or Structure</b> For placing a temporary building or structure on a property.	\$180	\$180	\$185	\$190	\$195
	+ 1.2 % of valuation				
<b>9. Swimming Pool</b>	\$180	\$180	\$185	\$190	\$195
	+ 1.2 % of valuation				

<b>ADDITIONAL FEES</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
<b>10. Plumbing Fixture Fee</b> Where a project includes plumbing, the following fee will be charged per fixture. Each trap, roof drain, floor drain and yard or parking lot drain is considered a fixture.	\$15 per fixture				
<b>11. Fire Protection System and Equipment Fee</b>	1.2% of project valuation (\$12 per \$1000 of valuation) or minimum building application fee whichever is greater.				
<b>12. Alternative Solution Fee</b> A non-refundable fee per alternative solution.	\$205	\$210	\$210	\$215	\$220
<b>13. Plan Review Fee</b> A non-refundable fee for review of revised plans submitted after the completion of the plan check.	\$410	\$415	\$425	\$435	\$445
<b>14. Permit Transfer Fee</b> A non-refundable fee for transferring a permit to a new owner or new contractor.	\$100	\$105	\$105	\$110	\$115
<b>15. Permit Extension Fee</b> A non-refundable fee.	\$100	\$105	\$105	\$110	\$115
<b>INSPECTION FEES</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
<b>16. Re-inspection fee</b>	\$155	\$155	\$160	\$165	\$170
<b>17. Special inspection fee</b>	\$155	\$155	\$160	\$165	\$170
<b>SECURITY DEPOSIT</b>					
<b>18. Building Move</b>	\$2,500				
<b>19. Complex Building</b> Applies to buildings covered by Part 3 of the <i>BC Building Code</i> .	\$2,500				
<b>20. Simple Building</b> Applies to buildings covered by Part 9 of the <i>BC Building Code</i> .	\$1,500				
<b>21. Demolition</b>	\$1,000				
<b>22. Temporary Building or Structure</b>	\$1,000				
<b>FEE REDUCTIONS, REFUNDS, &amp; REBATES</b>					
<b>23. Permit Fee Reduction</b> Where the Regional District has stated in writing that it is relying on the Certification of a Professional Engineer or Architect, registered as such under provincial legislation, that the plans or the aspects of the plans, complied with the <i>BC Building Code</i> or other applicable enactment, the building permit fee shall be reduced by the following:	10%				

<b>24. Permit Fee Refund</b>	If the permit is cancelled prior to expiry and the project has not commenced, the refund shall be 75% of the permit fee in excess of the non-refundable Building Application Fee
	If the permit is cancelled prior to expiry and the project has commenced, the refund shall be 75% of the permit fee in excess of the non-refundable Building Application Fee and further reduced by 20% for each inspection that has been completed by the Regional District.
<b>PENALTIES</b>	
<b>25. Construction commenced prior to issuance of a building permit</b>	Double the value of the building permit fee to a maximum of \$10,000

### Calculating Construction Value

26. Contract price or the current edition of the Marshall and Swift Valuation Service may be used by the building inspector to determine the value of construction for the purpose of assessing permit fees.
27. Where the submitted value of building construction is lower than the value determined by using the Marshall & Swift Valuation Service, the value of building construction determined by the Marshall & Swift Valuation Service shall be used in calculating the building permit fees.

## SCHEDULE 2: DEVELOPMENT APPLICATION FEES

The following fees shall be paid to the Regional District of Central Okanagan:

DEVELOPMENT APPLICATION TYPE OR PLANNING SERVICE	2023	2024	2025	2026	2027
<b>Zoning Bylaw Amendment or Rural Land Use Bylaw Amendment</b>					
<b>1. Text amendment that adds no additional density and no potential for additional parcels</b>	\$1,580	\$1,610	\$1,645	\$1,680	\$1,715
<b>2. Rezoning to any of the following zones or land use designations:</b> <ul style="list-style-type: none"> <li>- commercial (C zones and land use designations);</li> <li>- multiple family (R3 zones);</li> <li>- manufactured home housing (RMP zone);</li> <li>- institutional (P2 zone and P-102 land use designation);</li> <li>and,</li> <li>- industrial (I zones).</li> </ul>	\$3,325	\$3,390	\$3,460	\$3,530	\$3,600
<b>3. Rezoning to all other zones and land use designations</b>	\$2,550	\$2,600	\$2,655	\$2,705	\$2,760
<b>4. Comprehensive Development Zone</b>	\$5,100	\$5,200	\$5,300	\$5,400	\$5,500
<b>5. Secondary Suite</b>	\$1,020	\$1,040	\$1,060	\$1,080	\$1,110
<b>Official Community Plan Amendments</b>					
<b>6. OCP Amendment, major</b> An OCP Amendment that involves a change to the future land use designation.	\$3,570	\$3,640	\$3,715	\$3,790	\$3,865
<b>7. OCP Amendment, minor</b> An OCP Amendment that involves a text amendment only.	\$2,550	\$2,600	\$2,655	\$2,705	\$2,760
<b>8. OCP Amendment, major in conjunction with a bylaw amendment</b> (fees are in addition to bylaw amendment)	\$2,805	\$2,860	\$2,920	\$2,975	\$3,035
<b>9. OCP Amendment, minor in conjunction with a bylaw amendment</b> (fees are in addition to bylaw amendment)	\$1,915	\$1,950	\$1,990	\$2,030	\$2,070

<b>DEVELOPMENT APPLICATION TYPE OR PLANNING SERVICE</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
<b>Development Variance Permit</b>					
<b>10. Development Variance Permit</b>	\$1,020 + \$110 per additional variance	\$1,040 + \$115 per additional variance	\$1,060 + \$115 per additional variance	\$1,080 + \$120 per additional variance	\$1,110 + \$125 per additional variance
<b>11. Development Variance Permit (Minor)</b>	\$620 + \$110 per additional variance	\$630 + \$110 per additional variance	\$640 + \$110 per additional variance	\$650 + \$110 per additional variance	\$660 + \$110 per additional variance
<b>12. Development Variance Permit (Board of Variance)</b>	\$765 + \$110 per additional variance	\$780 + \$110 per additional variance	\$795 + \$110 per additional variance	\$810 + \$110 per additional variance	\$825 + \$110 per additional variance
<b>Development Permits</b> For clarity, the applicant will be required to pay each applicable fee.					
<b>13. Minor</b> A Minor Development Permit applies where site disturbance is less than 50m <sup>2</sup> in area, value of the work is less than \$50,000 and no variances are requested.	\$305	\$310	\$320	\$325	\$330
<b>14. Natural Environment/Hazardous Condition (delegated)</b>	\$1,020 + \$15 per additional lot	\$1,040 + \$15 per additional lot	\$1,060 + \$15 per additional lot	\$1,080 + \$15 per additional lot	\$1,110 + \$15 per additional lot
<b>15. Natural Environment/Hazardous Condition (Board review)</b>	\$1,785 + \$15 per additional lot	\$1,820 + \$15 per additional lot	\$1,855 + \$15 per additional lot	\$1,895 + \$15 per additional lot	\$1,935 + \$15 per additional lot
<b>16. Form &amp; Character (delegated)</b>	\$1,020	\$1,040	\$1,060	\$1,080	\$1,110
<b>17. Form &amp; Character (Board review)</b>	\$1,785 + \$110 per variance	\$1,820 + \$115 per variance	\$1,855 + \$115 per variance	\$1,895 + \$120 per variance	\$1,935 + \$125 per variance
<b>18. Development Permit Amendment (delegated)</b>	\$255	\$260	\$265	\$270	\$275
<b>19. Development Permit Amendment (Board review)</b>	\$890	\$910	\$930	\$945	\$965
<b>20. Development Permit Extension</b>	\$255	\$260	\$265	\$270	\$275

DEVELOPMENT APPLICATION TYPE OR PLANNING SERVICE	2023	2024	2025	2026	2027
<b>Temporary Use Permit</b>					
21. Temporary Use Permit	\$1,530	\$1,560	\$1,590	\$1,625	\$1,660
22. Temporary Use Permit renewal	\$1,225	\$1,250	\$1,275	\$1,300	\$1,325
<b>Liquor Licence Applications</b>					
23. All liquor licence applications, permits and endorsements	\$1,275	\$1,300	\$1,325	\$1,355	\$1,380
24. Occupant load calculation	\$255	\$260	\$265	\$270	\$275
<b>Covenant Amendment or Discharge</b>					
25. Land title charge amendment or discharge requiring Board resolution	\$1,120	\$1,145	\$1,165	\$1,190	\$1,215
<b>Other Applications</b>					
26. Floodplain Exemption	\$715	\$730	\$745	\$760	\$775
27. Board of Variance	\$765	\$780	\$795	\$810	\$825
28. Phased Development Agreement	\$3,060	\$3,120	\$3,185	\$3,250	\$3,315
29. Neighbourhood Plan Preparation	\$9,435 base fee + \$85/ha to a maximum of \$30,000	\$9,625 base fee + \$90/ha to a maximum of \$30,000	\$9,815 base fee + \$90/ha to a maximum of \$30,000	\$10,010 base fee + \$90/ha to a maximum of \$30,000	\$10,210 base fee + \$95/ha to a maximum of \$30,000
30. Antenna Systems Concurrence Request	\$1,275	\$1,300	\$1,325	\$1,355	\$1,380
31. Other request for Board resolution	\$500	\$510	\$520	\$530	\$540
<b>Additional Costs to Applicants</b>					
32. Pre-application meetings	One free meeting + \$100 per additional meeting	One free meeting + \$105 per additional meeting	One free meeting + \$105 per additional meeting	One free meeting + \$110 per additional meeting	One free meeting + \$110 per additional meeting
33. Application Extension Request	\$205	\$210	\$210	\$215	\$220
34. Readvertising (Public Hearing)	At cost	At cost	At cost	At cost	At cost
35. Legal fees Any additional Regional District legal costs which are required in the processing of any of the applications listed in this schedule will be borne by the owner or agent, including but not limited to the preparation and registration of restrictive covenants and phased development agreements.	Cost of RDCO's legal review fees	Cost of RDCO's legal review fees	Cost of RDCO's legal review fees	Cost of RDCO's legal review fees	Cost of RDCO's legal review fees



<b>36. Additional Title</b> Registering a permit on additional titles (the first is included in the application fee.)	At cost	At cost	At cost	At cost	At cost
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### Refund of Development Application Fees

Refunds shall be granted to an applicant for development application fees as follows:

<b>Development Application Fee Type</b>	<b>Fee Refund</b>
<b>37. All application types, except for minor development permit, Board of Variance, and Neighbourhood Plan Preparation applications</b>	75% if the application is withdrawn or has lapsed prior to the referral of the application to other agencies  50% if the application is withdrawn or has lapsed prior to preparation of a report to the Regional Board or Director of Community Services
<b>38. Board of Variance</b>	50% if the application is withdrawn or has lapsed prior to preparation of a report to the Board of Variance
<b>39. Neighbourhood Plan preparation</b>	50% if the application is withdrawn or has lapsed prior to the first public meeting

### SCHEDULE 3: ADMINISTRATIVE FEES

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The following fees shall be paid to the Regional District of Central Okanagan:

ADMINISTRATIVE FEES	2023	2024	2025	2026	2027
<b>1. Property Status Letter</b>	\$155	\$155	\$160	\$165	\$170
<b>2. Property Information Request</b> Requests include information requiring more than 15 minutes of staff time.	First 15 minutes free + \$15 for each additional 15 minutes				
<b>3. Title or other document search with Land Title and Survey Authority of BC</b>	At cost + \$30 administrative fee per document				
<b>4. Removal of Notice on Title</b>	\$255	\$260	\$265	\$270	\$275