

REGIONAL DISTRICT OF CENTRAL OKANAGAN

BYLAW NO. 1483

Being a bylaw to establish fees and charges for planning application and building permit application services and information.

The Regional Board of the Regional District of Central Okanagan, in open meeting assembled, enacts as follows:

PART 1 TITLE

1. This bylaw may be cited as the “Development Application Fees and Charges Bylaw No.1483, 2021.”

PART 2 INTERPRETATION AND SEVERABILITY

Interpretation

2. 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.
3. 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.
4. The schedules attached to this bylaw form part of this bylaw.

Definitions

5. 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

6. 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

7. The Regional District imposes fees and charges for the provision of services and information as specified in the schedules of this bylaw.
8. 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

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

READ A FIRST TIME THIS	13 th	DAY OF	May	2021
READ A SECOND TIME THIS	13 th	DAY OF	May	2021
READ A THIRD TIME THIS		DAY OF		2021
ADOPTED THIS		DAY OF		2021

CHAIRPERSON

DIRECTOR OF CORPORATE SERVICES

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1483 cited as the "Regional District of Central Okanagan Development Application Fees and Charges Bylaw No.1483" as adopted by the Regional Board on the ____ day of _____, 2021.

Dated at Kelowna this
 day of 2021

DIRECTOR OF CORPORATE SERVICES

SCHEDULE 1: BUILDING PERMIT FEES

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

BUILDING PERMIT FEES	2021	2022	2023	2024	2025
1. Building Application Fee A non-refundable fee required at time of building permit application for projects with a valuation less than \$100,000.	\$175	\$180	\$180	\$185	\$190
2. Building Application Fee A non-refundable fee required at time of building permit application for projects with a valuation over \$100,000.	\$500	\$510	\$520	\$530	\$540
3. Building Permit Fee for issuance of building permits for construction, addition, alteration, repair, removal or demolition of a building or part thereof:	\$0 to \$500,000.....\$12 per \$1,000 (1.2%) of valuation				
	\$500,001 to \$1,000,000.....\$10 per \$1,000 (1.0%) of valuation				
	Over \$1,000,000.....\$8 per \$1,000 (0.8%) of valuation				
4. Building Permit Fee for issuance of building permits for construction of retaining walls, swimming pool fences, mobile home parks, campgrounds, site services and other projects	\$12 per \$1,000 (1.2%) of valuation				
5. Evaluation of Existing Building to be Moved	\$200	\$205	\$210	\$215	\$215
	+ \$75/hour + travel costs for travel outside the Regional District				
6. Building Move For placing a moved on dwelling (CSA Z240, CSA A277 or other relocated dwelling) on a property.	\$400	\$410	\$415	\$425	\$435
	+ 1.2% of the foundations, mountings, skirting, and blockings				
7. Strata Title Conversion	\$400 + \$100/unit	\$410 + \$100/unit	\$415 + \$105/unit	\$425 + \$105/unit	\$435 + \$110/unit
8. Solid Fuel Burning Appliances	\$175	\$180	\$180	\$185	\$190
9. Temporary Building or Structure For placing a temporary building or structure on a property.	\$175	\$180	\$180	\$185	\$190
10. Swimming Pool	\$175	\$180	\$180	\$185	\$190

ADDITIONAL FEES	2021	2022	2023	2024	2025
11. Plumbing Fixture Fee 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				
12. Fire Protection System and Equipment Fee	\$50 + \$1 per sprinkler head + \$10 per fire hydrant, hose cabinet, hose outlet, and stand pipe				
13. Alternative Solution Fee A non-refundable fee per alternative solution.	\$200	\$205	\$210	\$210	\$215
14. Plan Review Fee A non-refundable fee for review of revised plans submitted after the completion of the plan check.	\$400	\$410	\$415	\$425	\$435
15. Permit Transfer Fee A non-refundable fee for transferring a permit to a new owner or new contractor.	\$100	\$100	\$105	\$105	\$110
16. Permit Extension Fee A non-refundable fee to e	\$100	\$100	\$105	\$105	\$110
INSPECTION FEES	2021	2022	2023	2024	2025
17. Re-inspection fee	\$150	\$155	\$155	\$160	\$165
18. Special inspection fee	\$150	\$155	\$155	\$160	\$165
SECURITY DEPOSIT					
19. Building Move	\$5,000				
20. Complex Building Applies to buildings covered by Part 3 of the <i>BC Building Code</i> .	\$2,500				
21. Simple Building Applies to buildings covered by Part 9 of the <i>BC Building Code</i> .	\$1,500				
22. Demolition	\$1,500				
23. Temporary Building or Structure	\$1,000				
FEE REDUCTIONS, REFUNDS, & REBATES					
24. Permit Fee Reduction 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%				

25. Permit Fee Refund	<p>If the Building Permit is cancelled prior to its expiry and construction has not commenced under the permit, the fees will be returned as follows:</p> <p>Permit fee of \$400 or less.....No refund</p> <p>Permit fee over \$400.....Refund of permit fee less the greater of \$175 or 25%</p>				
	<p>If the Building Permit is cancelled prior to its expiry and construction has commenced under the permit, the fees will be returned as follows:</p> <p>Permit fee of \$400 or less.....No refund</p> <p>Permit fee over \$400..... Refund of permit fee less the greater of \$175 or 25% and reduced further by 20% for each inspection that has been completed by the Regional District</p>				
26. Energy Step Code Rebate					
PENALTIES	2021	2022	2023	2024	2025
26. Construction commenced prior to issuance of a building permit	<p>Double the value of the building permit fee to a maximum of \$10,000</p>				

Calculating Construction Value

27. 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.
28. 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	2021	2022	2023	2024	2025
Zoning Bylaw Amendment or Rural Land Use Bylaw Amendment					
1. Text amendment that adds no additional density and no potential for additional parcels	\$1,550	\$1,580	\$1,610	\$1,645	\$1,680
2. Rezoning to any of the following zones or land use designations: <ul style="list-style-type: none"> - commercial (C zones and land use designations); - multiple family (R3 zones); - manufactured home housing (RMP zone); - institutional (P2 zone and P-102 land use designation); and, - industrial (I zones). 	\$3,260	\$3,325	\$3,390	\$3,460	\$3,530
3. Rezoning to all other zones and land use designations	\$2,500	\$2,550	\$2,600	\$2,655	\$2,705
4. Comprehensive Development Zone	\$5,000	\$5,100	\$5,200	\$5,300	\$5,400
5. Secondary Suite	\$1,000	\$1,020	\$1,040	\$1,060	\$1,080
Official Community Plan Amendments					
6. OCP Amendment, major An OCP Amendment that involves a change to the future land use designation.	\$3,500	\$3,570	\$3,640	\$3,715	\$3,790
7. OCP Amendment, minor An OCP Amendment that involves a text amendment only.	\$2,500	\$2,550	\$2,600	\$2,655	\$2,705
8. OCP Amendment, major in conjunction with a bylaw amendment	\$2,750	\$2,805	\$2,860	\$2,920	\$2,975
9. OCP Amendment, minor in conjunction with a bylaw amendment	\$1,875	\$1,915	\$1,950	\$1,990	\$2,030
Development Variance Permit					
10. Development Variance Permit	\$1,000 + \$110 per additional variance	\$1,020 + \$110 per additional variance	\$1,040 + \$115 per additional variance	\$1,060 + \$115 per additional variance	\$1,080 + \$120 per additional variance

Development Permits					
For clarity, where land is subject to a natural environment or hazardous condition development permit area and a form and character development permit area, the applicant will be required to pay each applicable fee.					
11. Minor A Minor Development Permit applies where site disturbance is less than 50m ² in area, value of the work is less than \$50,000 and no variances are requested.	\$300	\$305	\$310	\$320	\$325
12. Natural Environment/Hazardous Condition (delegated)	\$1,000 + \$15 per additional lot	\$1,020 + \$15 per additional lot	\$1,040 + \$15 per additional lot	\$1,060 + \$15 per additional lot	\$1,080 + \$15 per additional lot
13. Natural Environment/Hazardous Condition (Board review)	\$1,750 + \$15 per additional lot	\$1,785 + \$15 per additional lot	\$1,820 + \$15 per additional lot	\$1,855 + \$15 per additional lot	\$1,895 + \$15 per additional lot
14. Form & Character (delegated)	\$1,000	\$1,020	\$1,040	\$1,060	\$1,080
15. Form & Character (Board review)	\$1,750 + \$110 per variance	\$1,785 + \$110 per variance	\$1,820 + \$115 per variance	\$1,855 + \$115 per variance	\$1,895 + \$120 per variance
16. Development Permit Amendment (delegated)	\$250	\$255	\$260	\$265	\$270
17. Development Permit Amendment (Board review)	\$875	\$890	\$910	\$930	\$945
18. Development Permit Renewal	\$250	\$255	\$260	\$265	\$270
Temporary Use Permit					
19. Temporary Use Permit	\$1,500	\$1,530	\$1,560	\$1,590	\$1,625
20. Temporary Use Permit renewal	\$1,200	\$1,225	\$1,250	\$1,275	\$1,300
Liquor Licence Applications					
21. All liquor licence applications and endorsements	\$1,250	\$1,275	\$1,300	\$1,325	\$1,355
22. Occupant load calculation	\$250	\$255	\$260	\$265	\$270
Covenant Amendment or Discharge					
23. Covenant amendment or discharge requiring Board resolution	\$1,100	\$1,120	\$1,145	\$1,165	\$1,190
24. Covenant amendment or discharge requiring Board resolution and public hearing	\$2,000	\$2,040	\$2,080	\$2,120	\$2,165

Other Applications					
25. Floodplain Exemption	\$700	\$715	\$730	\$745	\$760
26. Board of Variance	\$750	\$765	\$780	\$795	\$810
27. Discharge of a Land Use Contract	Free	Free	Free	Free	Free
28. Phased Development Agreement	\$3,000	\$3,060	\$3,120	\$3,185	\$3,250
29. Neighbourhood Plan Preparation	\$9,250 base fee + \$85/ha to a maximum of \$30,000	\$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
30. Antenna Systems Concurrence Request	\$1,250	\$1,275	\$1,300	\$1,325	\$1,355
Additional Costs to Applicants					
31. Pre-application meetings	One free meeting + \$100 per additional meeting	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
32. Application Extension Request	\$200	\$205	\$210	\$210	\$215
33. 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
34. Additional Title Registering a permit on additional titles (the first is included in the application fee.)	At cost	At cost	At cost	At cost	At cost

Refund of Development Application Fees

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

Development Application Fee Type	Fee Refund
35. All application types, except for minor development permit, Board of Variance, and Neighbourhood Plan Preparation applications	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
36. Board of Variance	50% if the application is withdrawn or has lapsed prior to preparation of a report to the Board of Variance
37. Neighbourhood Plan preparation	50% if the application is withdrawn or has lapsed prior to the first public meeting

SCHEDULE 3: ADMINISTRATIVE FEES

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

ADMINISTRATIVE FEES	2021	2022	2023	2024	2025
1. Property Status Letter	\$150	\$155	\$155	\$160	\$165
2. Property Information Request Requests include information requiring more than 15 minutes of staff time.	First 15 minutes free + \$15 for each additional 15 minutes				
3. Title or other document search with Land Title and Survey Authority of BC	At cost + \$5 administrative fee per document				
4. Removal of Notice on Title	\$250	\$255	\$260	\$265	\$270