

CORPORATION OF THE CITY OF NEW WESTMINSTER



DEVELOPMENT SERVICES FEES AND RATES BYLAW NO. 7683, 2014

EFFECTIVE DATE: November 3, 2014

CONSOLIDATED FOR CONVENIENCE ONLY
(December 8, 2017)

This is a consolidation of the bylaws listed below. The amendment bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws on this subject.

<u>AMENDMENT BYLAW</u>	<u>EFFECTIVE DATE</u>
7790, 2015 (Schedule A, B, C & D)	January 1, 2016
7826, 2016 (Schedule C)	April 18, 2016
7852, 2016 (S. 7, App. 3, App. 5)	July 4, 2016
7869, 2016 (Delete S. 7, Replace Sch. A, B, C, D, Delete Sch. E)	January 1, 2017
7930, 2017 (Replace Sch. C)	June 13, 2017
7940, 2017 (Changes to Sch. C)	October 2, 2017
7967, 2017 (Changes to Sch. A, B, C D &F)	January 1, 2018

The bylaw numbers highlighted in this consolidation refer to the bylaws that amended the principal Bylaw No. 7683, 2014. The number of any amending bylaw that has been repealed is not referred to in this consolidation.

Obtainable from the City Clerk's Office

**CORPORATION OF THE CITY OF NEW WESTMINSTER
DEVELOPMENT SERVICES FEES BYLAW NO. 7683, 2014**

A Bylaw to Establish the Development Services Fees Bylaw No. 7683, 2014

WHEREAS the Council of the Corporation of the City of New Westminster deems it expedient to provide for fees for development services;

AND WHEREAS Section 194 of the *Community Charter* authorizes municipalities to, by bylaw, impose fees and charges in respect of all or part of a service of the municipality, the use of municipal property, or the exercise of authority to regulate, prohibit or impose requirements;

AND WHEREAS Section 931 of the *Local Government Act* authorizes municipalities to impose fees for an application to initiate changes to the provisions of a plan or bylaw under Part 26 or Part 27 of the Act, and for the issue of a local government permit under Part 26 or Part 27;

AND WHEREAS Council deems it necessary and desirable to exercise the authority provided by the *Community Charter* and the *Local Government Act* to cover costs of associated with the permits and applications processed by the Development Services Department;

NOW THEREFORE, the CITY COUNCIL of the Corporation of the City of New Westminster in open meeting assembled ENACTS AS FOLLOWS:

- (a) This Bylaw may be cited for all purposes as “Development Services Fees Bylaw No. 7683, 2014.”
- (b) Council hereby adopts Appendix A attached to this Bylaw as “Development Services Fees Bylaw No. 7683, 2014.”
- (c) Building Bylaw No. 6897, 2003 is amended by:
 - a. Deleting Schedule A; and
 - b. Replacing Section 13 with the following:

“13.1 Every person making an application for a building permit or obtaining a service from the City shall pay the applicable fees and charges imposed in the Development Services Fees Bylaw No. 7683, 2014.

13.2 If the building permit has not been issued and all applicable building permit fees paid within 60 days of the date of notification to the owner that the permit is

ready to be issued, the application shall be cancelled and materials related to the application returned to the owner.

13.3 An application for a permit shall be cancelled if the application is incomplete and substantially inactive for six (6) months or longer.”

(d) Business License Bylaw No. 5640, 1986 is amended by:

- a. Deleting Schedule A;
- b. Deleting Sections 4(3), 7, 8, and 9.
- c. Replacing section 4(2) with “It shall be incumbent upon each person to renew the license and pay the fee set out in the Development Services Fees Bylaw No. 7683, 2014 prior to the beginning of each calendar year.”

(e) Plumbing Bylaw No. 4901, 1976 is amended by:

- a. Deleting Schedule A; and
- b. Replacing section 16 (d) (i) with “Every person making an application for a plumbing permit or obtaining a service from the City shall pay the applicable fees and charges imposed in the Development Services Fees Bylaw No. 7683, 2014”

(f) Development Approvals Procedures Bylaw No. 5658, 1987 is amended by:

- a. Deleting Schedule B; and
- b. Deleting Section 4.

(g) Downtown Redevelopment Bylaw No. 5859, 1989 is amended by:

- a. Deleting Schedule A; and
- b. Deleting Section 3.

(h) This Bylaw shall come into force January 1st, 2015, except the following shall come into force upon adoption of this bylaw:

The following text is added into Schedule A of Building Bylaw No 6897, 2003 as section 8:

“8.0 WASTE DISPOSAL AND RECYCLING SERVICES FEES

The fees in the table below shall be required for demolition permits

<p><i>Waste Disposal and Recycling Services Fee</i></p>	<p><i>\$260 (non-refundable portion)</i></p> <p><i>plus</i></p> <p><i>\$0.87 per square foot of the building, structure, or improvement to be demolished, deconstructed, or disassembled (refundable portion)</i></p>
<p><i>Fee Incentive</i></p>	<p><i>level of compliance according to accepted Compliance Report, multiplied by refundable portion of Waste Disposal and Recycling Services Fee</i></p> <p><i>(_____ %) x (\$ _____) = (\$ _____)</i></p>

“

Severability

- (i) If any part, section, sentence, clause, phrase or word of this Bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction the invalid part, section, sentence, clause, phrase or word shall be severed and the decision that is invalid shall not affect the validity of the remainder which shall continue in full force and effect and be construed as if the Bylaw had been adopted without such invalid portions.

Appendix A to Bylaw No 7683, 2014:
Development Services Fees and Rates Bylaw

Development Services Fees Bylaw No. 7683, 2014

1. Definitions / Interpretation

BUILDING OFFICIAL means a person or persons designated by the City as a Building Inspector, Plan Checker, Plan Reviewer, Plumbing Inspector, Secondary Suite Coordinator or Director of Development Services.

CITY means the City of New Westminster.

IMPROVED SITE AREA means the area of lot, or portion of a lot, to be improved including all buildings, vehicular and pedestrian circulation areas, loading, parking, storage works, decorative areas, landscaped areas and any other areas which have been improved.

NOT FOR PROFIT HOUSING means dwelling units in a development that are of will be:

- (a) operated as rental housing for tenants who meet eligibility criteria related to income, number of occupants, health or other similar criteria;
- (b) secured as rental housing through a zoning bylaw under ss. 903 of the *Local Government Act*, the registration of housing agreement under s. 905 of the *Local Government Act*, or the registration of a covenant under s. 219 of the *Land Title Act*, and
- (c) owned, leased or otherwise held by a public housing body or an incorporated non-profit organization whose purposes include providing housing for low and moderate income persons.

SECURED MARKET RENTAL HOUSING means dwelling units that are occupied pursuant to a residential tenancy agreement and that are:

- (a) secured as rental housing for a minimum of 30 years by a housing agreement under s. 905 of the *Local Government Act* or by covenant under S. 219(2)(a) of the *Land Title Act*;
- (b) designated as affordable rental housing under s. 904(3) of the *Local Government Act*;
- (c) located in a building that is not subdivided under the *Strata Property Act*;
or
- (d) located in a building that is subdivided under that *Strata Property Act* and subject to a covenant under s. 219(2)(d) of the *Land Title Act* that prohibits the sale or transfer of each of the dwelling units separately from the other dwelling units in the building.

2. General Regulations

2.1 Fees and charges imposed under this bylaw shall be required for all corresponding services, licences or permits.

2.2 Fees required by this bylaw are in addition to other applicable fees which may be required in other bylaws.

3. Building Permit Fees

3.1 Building permit fees shall be required as outlined in Schedule A.

3.2 A re-application for a building permit, including cancelled permits, shall be processed as a new application and is subject to payment of all applicable fees as prescribed in Schedule A.

4. Business License Fees

4.1 Business license fees shall be required as outlined in Schedule B.

4.2 It shall be incumbent upon each person to renew the licence and pay the fee set out in Schedule B prior to the beginning of each calendar year.

4.3 Businesses which are carried on from one year to the succeeding year without renewing the licence as required within the first 90 days of the new calendar year will be required to pay the licence fee plus a 10% penalty.

4.4 In the event that a person applies for a license after January 31 in any year, the license fees payable shall be the fee set out in Schedule B prorated over the number of full or partial months remaining in that year.

4.5 In the event that a business ceases operation during any year, the City shall, upon application of the owner, refund the license fee less the prorated amount for any full or partial months in which the business operated in that year.

5. Planning Fees

5.1 Planning Fees shall be required as outlined in Schedule C.

5.2 An applicant must, at the time the application is submitted, pay the application fees as required in Appendix C – Planning Fees.

5.3 The applicant shall be entitled to a refund of 25% of the application fee if the application is withdrawn prior to submission of the first report to Council or prior to any applicant submission to the New Westminster Design Panel.

5.4 The applicant shall be entitled to a refund of a Public Hearing fee if the application is withdrawn at least four weeks prior to any scheduled Public Hearing.

5.5 A public hearing fee shall be paid by the applicant for each required notification of a Public Hearing.

6. Plumbing Fees

6.1 Plumbing Permit Fees shall be required as outlined in Schedule D.

BYLAW NO. 7852, 2016; 7869, 2016

Delete Section 7

BYLAW NO. #7967, 2017

8.0 INTEGRATED SERVICES FEES

8.1 Integrated Services Fees shall be required as outlined in Schedule 'F'.

Bylaw No. 7790, 2015; 7869, 2016, 7967, 2017

**Appendix 1
Bylaw No. 7967, 2011
2018 Building Permit Fees**

Schedule 'A'
Bylaw No. 7967, 2017
2018 Building Permit Fees

1.0 GENERAL

1.1 **DOUBLE PERMIT FEE** - If any work for which a permit is required under this bylaw shall commence before a permit has been obtained, the fees and charges payable shall be doubled.

1.2 **REFUNDS** - No fees or part thereof paid to the City shall be refunded if a start has been made on construction or an inspection conducted. If no start has been made and no inspection conducted and if the Building Official so certifies, the City shall refund to the applicant with respect to a valid building permit, 50% of the building permit fee, such refund shall not include the plan processing fee.

1.3 **RE-INSPECTION FEES –**

- Where more than two inspections are necessary due to non-compliance with the provisions of this bylaw or to correct violations from previous inspections the following charges shall be administered:

○ Third inspection	\$139.00	plus	applicable	taxes
○ Fourth inspection	\$278.00	“	“	“
○ Fifth inspection	\$418.00	“	“	“
○ Each subsequent inspection	\$557.00	“	“	“
- Where work is not ready for inspection when the inspector calls, a re-inspection fee shall be charged at \$139.00, plus GST.

1.4 **CHANGE OF OWNER** - In the event of a change of ownership before construction is complete, a valid permit may be transferred upon payment of a recording fee of \$139.00 each. The new permit holder shall become responsible for depositing with the City, Security as required under this bylaw.

1.5 **CHANGE/REMOVAL OF CONTRACTOR –** In the event of a change of contractor before construction is completed; a valid permit may be transferred to a new contractor upon payment of a recording fee of \$139.00. The new contractor must take full responsibility for the work completed to date.

1.6 **RENEWALS** - Where a permit has lapsed and the City has established that the proposed work complies with this bylaw and all other applicable bylaws, the permit may be renewed on payment of a renewal fee of \$139.00.

1.7 ALTERNATE SOLUTION FEES

- (a) up to two items included in one report \$500.00 (plus GST)
- (b) each subsequent item in same report \$222.00 (plus GST)
- (c) for an amendment to an original report after acceptance or rejection of the report \$139.00 (plus GST)

1.8 DEMOLITIONS - Where an accessory building such as a garage or shed is to be demolished, the permit fee for such work shall be \$139.00. The fee payable for all other structures shall be \$1,215.00.

1.9 COMFORT LETTERS - For the preparation of a comfort letter (includes responses from the Planning, Fire, Licensing, Building Departments) a fee of \$315.00 shall be payable. For the preparations of a response from any individual department only a fee of \$139.00 shall be payable.

1.10 RECORD VIEWING/COPY – An administration fee of \$27.80 shall be paid for the viewing of record drawings. A fee of \$5.50 shall be paid per drawing page to copy microfilm. Where copying/printing is done off site, the actual cost plus \$139.00 shall be paid. No additional fee will be charged for digital records that are emailed or copied to personal storage device.

1.11 CHANGE OF ADDRESS - A fee of \$600.00 shall be paid where an address change based on personal preference is requested.

1.12 REVISION PRIOR TO PERMIT ISSUANCE - A fee calculated based upon City costs per hour of staff time (min. 1 hour) will be charged on an application

- (a) that requires 3 or more revisions, and/or
- (b) where the design is revised and/or substituted with a new design

1.13 REVISION TO ISSUED BUILDING PERMIT DRAWINGS - A fee calculated based upon City costs per hour of staff time (min. 1 hour) shall be paid.

1.14 SPECIAL INSPECTIONS – for inspection of work linked or not linked to an issued permit.

- (a) Special inspection during normal working hours: A fee based on City costs per hour (min. 1 hour) shall be paid;
- (b) Special inspection outside normal working hours: Monday to Friday:
First 2 hours – a fee based on 1-1/2 times the City hourly rate
Each additional hour – a fee based on double the City hourly rate
Weekends – a fee based on double the City hourly rate (min. 4 hours) plus a ½ hour meal break

2.0 BUILDING PERMIT FEES

2.1 Every person shall pay the following fees (minimum fee \$139.00) for the issuance of a building permit:

- (a) \$13.30 for each \$1,000.00 of construction value or fraction thereof up to and including \$50,000.00
- (b) \$10.70 from each \$1,000.00 of construction value or fraction thereof between \$50,001.00 and \$150,000
- (c) \$8.63 for each additional \$1,000.00 of construction value or fraction thereof in excess of \$150,000.00

2.2 **PLAN PROCESSING FEE:** - A plan processing fee shall be paid for all applications in the amount of 50% of the calculated permit fee, with a minimum fee of \$139.00 and a maximum fee of \$15,000.00. The plan processing fee is non-refundable and shall be credited against the building permit fee when the building permit is issued.

3.0 CHANGE OF USE

For an inspection related to the change of occupancy or use of a building, a fee in the amount of \$139.00 shall be paid.

4.0 PERMANENT RECORDS

To assist in the cost of preparing efficient permanent Construction Records, every person making application for a building permit shall pay a fee equal to 1.0% of the construction value, subject to a \$11.10 minimum and a \$280.00 maximum.

5.0 MOVING A BUILDING OR STRUCTURE

Every application to move a building shall be accompanied by the applicable fees prescribed in Schedule A, Section 2.0 Building Permit Fees (including the Plan Processing Fee) and a security deposit in a form acceptable to the City in the amount prescribed in the table below.–

SECURITY DEPOSITS	
(a) For buildings with 1 storey:	\$10,876.00
(b) For buildings with 2 storeys:	\$16,321.00
(c) For buildings with 3 or more storeys:	\$21,771.75

6.0 SECURITY FOR DAMAGE TO MUNICIPAL FACILITIES AND/OR OBSTRUCTION OF ROADS BY BUILDERS

6.1 In addition to any other fee payable pursuant to this bylaw, where the construction site is served by any street upon which there is a sidewalk, curb and gutter, drainage swale,

street light, storm sewer, sanitary sewer, water service, or a combination of any of these either existing or required to be completed prior to final inspection and acceptance of the property, every applicant for a building permit shall, at the time of application, deposit with the City security, in a form acceptable to the City in the amount prescribed in the table below.

DAMAGE DEPOSITS	
Demolition Permit	\$1000.00
Single Detached Dwelling (SDD) Permit	\$2500.00
Duplex Permit	\$3000.00
Corner Lot – SDD or Duplex	\$3500.00
All Other Building Permits	1% per \$1000 Construction Value Minimum Fee \$3500.00 / Maximum Fee \$50,000.00

- 6.2 The Security may be applied by the City in payment of any costs or expenses which may be incurred by the City in repairing, installing or replacing City properties which are damaged during, and such damage is attributable to the carrying out or construction of the works authorized by the building permit or which are incidental to such works; or, for clearing any debris, materials, dirt, chattels or equipment which has accumulated on any street, road, avenue, alley, sidewalk, boulevard or any part of a road allowance as a result of work carried out in connection with the building permit.
- 6.3 In addition to the deposit of the Security, a non-refundable Damage Deposit Processing Fee of \$55.80 shall be paid prior to issuance of the building permit.
- 6.4 Where additional inspections are required to ensure compliance with this section, a re-inspection fee of \$139.00 will be deducted from the Security for each additional inspection.
- 6.5 The Security shall be returned to the applicant after:
- (a) a final inspection, acceptable to the building official has been conducted;
 - and

- (b) the building official has ascertained either that no damage has occurred or that, if any damage to City property has occurred, the damage has been repaired or corrected to the satisfaction of the building official.

6.6 The building official shall inspect City properties adjacent to the construction site after final inspection and acceptance by the building official. Any damage to City properties caused directly or indirectly by the construction related to the permit not repaired or corrected at the date of such inspection shall be recorded and the building official will request a written estimate from Engineering Operations. The City shall, at its convenience, complete the necessary repairs and the full cost of the repairs shall be taken from the Security. Should the Security be more than the cost of the repairs, the remainder shall be returned to the applicant. Should the cost of the repairs be more than the Security, the applicant or owner of the property for which the building permit has been issued shall be required to pay those costs exceeding the Security. If the costs are not paid, they may be added to, and collected in the same manner as ordinary taxes as authorized in Section 376.(1).(b) of the *Local Government Act*.

6.7 Where during the course of construction, the building official discovers that any street, road, avenue, alley, sidewalk, boulevard or any part of a road allowance is obstructed by debris, materials, dirt, chattels or equipment of the owner or his agent, the building official shall request the owner to remove the obstruction immediately. Failure to comply will result in the City removing the obstruction and claiming the full cost of removal from the Security. The owner shall then deposit sufficient money to return the Security to its original amount.

6.8 Forfeiture of the Security in no way relieves the applicant of responsibility for the total cost of repair or correction should the cost exceed the Security.

6.9 The applicant shall make an inspection of all City properties adjacent to the construction site and shall submit a report, with photographs attached, of any existing damage to the City Engineering Department prior to commencing work. All damage to City property observed at final inspection shall be deemed to be caused by the applicant, unless reported as outlined above.

7.0 WASTE DISPOSAL AND RECYCLING SERVICES FEES

The fees in the table below shall be required for demolition permits

<p>Waste Disposal and Recycling Services Fee</p>	<p>\$264.00 non-refundable portion plus \$0.87 per square foot of the building, structure, or improvement to be demolished, deconstructed, or disassembled (<i>refundable portion</i>)</p>
<p>Fee Incentive</p>	<ul style="list-style-type: none"> • 100% of the refundable portion of the Waste Disposal and Recycling Services Fee if the level of compliance stated on the accepted Compliance Report is greater than or equal to 70%; or • \$0 if the level of compliance stated on the accepted Compliance Report is less than 20%; or • in all other cases, the following as calculated using the level of compliance stated on the accepted Compliance Report, multiplied by the refundable portion of Waste Disposal and Recycling Services Fee: (Level of compliance ÷ 70) x Refundable Portion of Fee = Fee Incentive

Bylaw No. 7790, 2015; 7869, 2016, 7967, 2017

**Appendix 2
Bylaw No. 7967, 2017
2018 Business License Fees**

Schedule 'B'
Bylaw No. 7967, 2017
2018 Business Licence Fees

SECTION I

FEES SET BY BUSINESS TYPE

01	Adult Entertainment Venue Non-Liquor License	From any person carrying on the business of an adult entertainment venue which does not have a valid liquor license	\$2,698.67
02	Auctioneer	From any person selling property by auction (not being a Crown Officer selling crown property by auction, or a Sheriff's Officer or Bailiff selling lands, goods or chattels, under a judgment or a satisfaction of rent or taxes)	\$300.17
03	Automobile Leasing/Renting	From any person carrying on the business of leasing or renting motor vehicles ➤ one to five vehicles ➤ over five vehicles	\$300.16 \$602.19
04	Automobile Service Station	From any person carrying on the business of an automobile service station for each nozzle	\$92.25
05	Barber, Hairdresser or Esthetician	From any person carrying on the business of a barber shop, hairdresser or esthetician ➤ for the first person ➤ for each additional person	\$143.61 \$21.85
06	Bed & Breakfast Accommodation	From any person carrying on the business of a temporary sleeping accommodation with the provision of a daily breakfast.	\$176.96
07	Book or Magazine Agent	From any person who sells or disposes of books, periodicals or other written matter	\$151.07
08	Bowling Alley	From any person who carries on the business of a bowling alley ➤ per lane ➤ minimum	\$40.59 \$176.64

09	Care Facility - Group Child Care - Adult	From any person carrying on the business of group child care or adult care facility	\$0.00
10	Carnival or Circus	From the proprietor or manager of any carnival or circus ➤ one day	\$151.07
11	Christmas Tree Vendor	From any person who carries on the business of a Christmas tree vendor ➤ 2 months	\$72.06
12	Commission Merchant	From any person carrying on the business of a commission merchant	\$123.42
13	Contractor	From any person carrying on the business of a contractor ➤ one to two employees ➤ each additional employee	\$151.07 \$18.22
14	Curling Rink	From any person carrying on the business of curling rink ➤ per sheet of ice ➤ minimum	\$57.46 \$176.95
15	Dating Services	From any person carrying on the business of providing information to persons desirous of meeting other persons for the purpose of social outings	\$176.95
16	Direct Seller	From every person carrying on the business of a direct seller	\$151.07
17	Hall - Rental	From every person engaged in the business of operating a rental hall ➤ one year ➤ one month ➤ one day	\$715.98 \$430.42 \$216.20
18	Inter-Municipal Business Licence (IMBL)	From eligible trades contractor or other professional pursuant to Bylaw No. 7610	\$250.00

19	Laundromat	From any person carrying on the business of a laundromat by the operation of coin-operated automatic washing and drying machines whether or not any person or persons is in actual charge of the premise ➤ one machine ➤ each additional machine	\$123.42 \$17.08
20	Liquor License "1" (Liquor Primary)	"Liquor Primary" License - from any person licensed under the Liquor Control and Licensing Act to carry on business as a "Liquor Primary" licensed establishment	\$2,698.67
21	Liquor License "2" (Food Primary)	"Food Primary" License - from any person licensed under the Liquor Control and Licensing Act to carry on business as a "Food Primary" licensed establishment	\$337.44
22	Liquor License "3" (Food Primary with Lounge)	a) "Food Primary" License - from any person licensed under the Liquor Control and Licensing Act to carry on business as a "Food Primary" licensed establishment with patron participation entertainment	\$1,349.03
		b) "Food Primary with Lounge Endorsement" License - from any person licensed under the Liquor Control and Licensing Act to carry on business as a "Food Primary with Lounge Endorsement" licensed establishment	\$1,349.03
		c) "Food Primary with Lounge Endorsement" License - from any person licensed under the Liquor Control and Licensing Act to carry on business as a "Food Primary with Lounge Endorsement" licensed establishment with patron participation entertainment	\$1,349.03
23	Liquor License (Retail Store)	vii) "Licensee Retail Store" License - from any person licensed under the Liquor Control and Licensing Act to carry on business as a "Licensee Retail Store" licensed establishment	\$2,698.67

24	Liquor License (Private Club)	“Liquor Primary - Private Club” License - from any person licensed under the Liquor Control and Licensing Act to carry on business as a “Liquor Primary - Private Club” licensed establishment	\$0.00
25	Mobile Food Vending (Food Truck)	From any person operating a Food Truck pursuant to Bylaw No. 7850 ➤ Single Event Licence ➤ Application Fee (applicable to Annual Licence only) ➤ Annual Licence: 1-3 employees ➤ Annual Licence: 4+ employees	\$50.00 \$50.00 \$176.96 \$257.29
26	Parking Lot	from every person carrying on the business of a private parking lot	\$215.05
27	Peddler	from every person who goes from place to place or house to house selling or taking orders for selling, or offering for sale or vending on any street, lane, or public place within the City, whether such person is acting on that person’s own behalf or as an employee of another	\$450.30
28	Pool Rooms and Billiard Halls	from any person keeping a premise where a billiard table or pool table is used for hire or profit ➤ per table ➤ minimum	\$56.33 \$176.95
29	Relaxation Body Rub	from any person providing relaxation body-rub services.	\$2698.67
30	Secondhand Dealer	from any person carrying on the business of a secondhand dealer	\$298.51
31	Shoe Shine Stand	from any person carrying on the business of a shoe shine stand ➤ for each chair on such stand ➤ minimum	\$17.08 \$92.25

32	Social Escort Service	from any person carrying on the business of providing or furnishing male escorts or female partners for social occasions	\$2,698.67
33	Street Entertainer / Busker	from any person carrying on the business of providing entertainment on a street or public place	\$33.13
34	Street Vendor	from any person carrying on the business of selling wares on a street or public place	\$176.96
35	Storage Yard	from any person carrying on the business of storage of goods or equipment	\$176.96
36	Tea Cup Reader	from every person engaged in the occupation of a tea cup reader	\$46.93
37	Theatre and Amusement Halls	<p>from the proprietor, lessee or manager of any theatre, concert hall, or other place of entertainment, amusement or exhibition</p> <ul style="list-style-type: none"> ➤ one year ➤ one month ➤ one day <p>provided that where one building contains more than one Theatre a separate license fee shall be payable in respect of each theatre. Provided further that no such license shall be required in respect of a performance, concert, exhibition or entertainment, the entire proceeds of which are disbursed to charitable or religious purposes</p>	<p>\$715.98</p> <p>\$430.42</p> <p>\$216.19</p>

SECTION II

EMPLOYEE BASED BUSINESS

Every person carrying on within the City of New Westminster any business, professional practice, trade, employment, occupation, calling, not herein before enumerated, shall pay to the City of New Westminster a fee specified as follows plus any applicable taxes:

1 – 3	Persons Engaged in the Business	\$176.96
4 - 10	Persons Engaged in the Business	\$257.29
11 - 25	Persons Engaged in the Business	\$487.88
26 - 50	Persons Engaged in the Business	\$974.42
51 - 100	Persons Engaged in the Business	\$1,986.83
over 100	Persons Engaged in the Business	\$2,698.67

SECTION III

VENDING MACHINES

For any person carrying on the business of operating vending machines the following fees per machine plus any applicable taxes apply:

(a)	For the sale of confectionery, including beverages	\$34.28
(b)	For the sale of tobacco, cigars or cigarettes	\$72.07
(c)	For amusement when operated by coins greater than one cent	\$50.84
(d)	For the sale and/or distribution of newspapers	\$43.08
(e)	For coin operated laundry machines	\$14.39
(f)	Automated Bank Teller Machine at locations other than at a financial institution	\$176.96
(g)	Any other vending machine	\$34.28

SECTION IV

RENTAL ACCOMMODATION FEES

For any person carrying on the business of operating Apartments, Rooming houses, Lodging Houses, Rental Houses and any other place where rooms are available for rental for human habitation.

For the purpose of calculating fees under this Bylaw, each rental unit shall be considered as follows:

Housekeeping / Bachelor rental unit	2 Rooms
1 Bedroom rental unit	3 Rooms
2 Bedroom rental unit	4 Rooms
3 Bedroom rental unit	5 Rooms

Fee:

Property not Certified by the Crime Free Multi Housing Program	\$15.77 (per room)
Property Certified by the Crime Free Multi Housing Program (if applicable)	\$14.19 (per room)

SECTION V

COMMERCIAL VEHICLE FEES

The license fees payable by licensees who are carrying on the business of carriers of persons or chattels are in the following amounts plus any applicable taxes:

VEHICLE TYPE		
Class "A" – Taxi	For each vehicle –	\$199.01
	If also used for displaying materials, the additional fee per vehicle -	\$7.65
Class "B" – Bus	For each vehicle -	\$75.18
Class "C" – Hearse	For each vehicle -	\$25.15
Class "D" – Limousine	For each vehicle -	\$25.15
Class "F" – Driver Testing or Training Vehiclce	For each vehicle -	\$31.44
Class "L" – Handicapped Persons Transportation Vehicle	For each vehicle -	\$199.01
Class "P" – Pedicab	For each vehicle -	\$31.44

BYLAW NO. 7790, 2015; 7826, 2016 , 7852, 2016, 7869, 2016, 7967, 2017

**Appendix 3
Bylaw No. 7967, 2017
2018 Planning Fees**

Schedule 'C'
Bylaw No. 7967, 2017
2018 Planning Fees

Application Type	Required Fee
<i>Pre Application Review</i>	<ul style="list-style-type: none"> • 507.50
<i>Official Community Plan</i> Basic Service for Map Designation	<ul style="list-style-type: none"> • \$39.60 per 1,000 sq. ft., or a portion thereof, of Improved Site Area (with a minimum fee of \$2,811.55.00) plus \$16.25 per 1,000 sq. ft. of improved site area over 20,000 sq. ft.
<i>Official Community Plan</i> Basic Service for Text Amendment	<ul style="list-style-type: none"> • \$943.95
<i>Official Community Plan</i> Application Time Extension	<ul style="list-style-type: none"> • 50% of application fee
<i>Rezoning</i> Basic Service for Single Detached and Duplex Dwelling Districts and Text Amendments	<ul style="list-style-type: none"> • \$1811.80
<i>Rezoning</i> Basic Service for Multiple Unit Residential, Commercial, Industrial, Institutional Districts, and Text Amendments	<ul style="list-style-type: none"> • \$33.50 per 1,000 sq. ft., or a portion thereof, of Improved Site Area, or, <ul style="list-style-type: none"> - \$134.00 per housing unit for the first 250 units, - \$43.65 per housing unit for the next 200 units, - \$22.35 per housing unit for each subsequent unit, <p>whichever is greater (with a minimum fee of \$2,080.75)</p>
<i>Rezoning</i> Basic Service for Creation of New Zoning District	<ul style="list-style-type: none"> • \$2,080.75
<i>Rezoning</i> Basic Service for Creation of New Zoning District that includes adaptable or supportive housing and child care.	<ul style="list-style-type: none"> • \$1,045.45

<p><i>Heritage Revitalization Agreement</i> Basic Service for Single Detached, Duplex Dwelling Districts and Child Care Uses</p>	<ul style="list-style-type: none"> • \$33.50 per 1,000 sq. ft., or a portion thereof, of Improved Site Area (with a minimum fee of \$943.95)
<p><i>Heritage Revitalization Agreement¹</i> Basic Service for Multiple Unit Residential, Commercial, Industrial, and Institutional Districts</p>	<ul style="list-style-type: none"> • \$33.50 per 1,000 sq. ft., or a portion thereof, of Improved Site Area, or, <ul style="list-style-type: none"> - \$134.00 per housing unit for the first 250 units, - \$43.65 per housing unit for the next 200 units, - \$22.35 per housing unit for each subsequent unit, <p>whichever is greater (with a minimum fee of \$2080.75)</p>
<p><i>Heritage Revitalization Agreement Minor Amendment</i> Basic Service for Minor Changes that do not affect Form, Character, Use or Density for Single Detached and Duplex Dwelling Districts</p>	<ul style="list-style-type: none"> • \$21.30 per 1,000 sq. ft., or a portion thereof, of Improved Site Area (with a minimum fee of \$269.00)
<p><i>Rezoning or Heritage Revitalization Agreement</i> Application Time Extension.</p>	<ul style="list-style-type: none"> • 50% of application fee
<p><i>Heritage Alteration Permit</i> For property outside heritage conservation area</p>	<ul style="list-style-type: none"> • No charge
<p><i>Heritage Alteration Permit</i> For alteration of land, buildings, structures, or protected features within heritage conservation area</p>	<ul style="list-style-type: none"> • No charge
<p><i>Heritage Alteration Permit</i> For subdivision of land within heritage conservation area</p>	<ul style="list-style-type: none"> • \$103.00
<p><i>Heritage Alteration Permit</i> For demolition of building or structure within heritage conservation area</p>	<ul style="list-style-type: none"> • \$1,430.00

¹ Includes Major Amendment to Heritage Revitalization Agreement where requested amendments affect Form, Character, Use or Density

<i>Heritage Alteration Permit</i> For construction of a new principal dwelling within heritage conservation area	<ul style="list-style-type: none"> • \$930.00
<i>Heritage Alteration Permit</i> For construction of a new Laneway or Carriage House within heritage conservation area	<ul style="list-style-type: none"> • \$200.00
<i>Heritage Designation Bylaw</i>	<ul style="list-style-type: none"> • No charge
<i>Development Variance Permit</i> Basic Service for All Districts	<ul style="list-style-type: none"> • \$39.60 per 1,000 sq. ft., or a portion thereof, of Improved Site Area, or \$81.20 per housing unit, whichever is greater (with a minimum fee of \$1,319.50)
<i>Development Variance Permit</i> Basic Service for Variances to the Sign Bylaw	<ul style="list-style-type: none"> • \$943.95 minimum fee.
<i>Development Variance Permit Amendment</i> Basic Service for all Districts including Variances to the Sign Bylaw	<ul style="list-style-type: none"> • \$21.30 per 1,000 sq. ft., or a portion thereof, of Improved Site Area (with a minimum fee of \$537.95)
<i>Development Variance Permit</i> Application Time Extension	<ul style="list-style-type: none"> • 50% of application fee
<i>Board of Variance Application</i> Basic Service for Single Detached Dwelling Districts	<ul style="list-style-type: none"> • \$450
<i>Board of Variance Application</i> Basic Service for Multi-Family, Industrial or Institutional Districts	<ul style="list-style-type: none"> • \$40.60 per 1,000 sq. ft., or a portion thereof, of Improved Site Area, or \$80.20 per housing unit, whichever is greater (with a minimum fee of \$406.00)
<i>Temporary Use Permit</i> Basic Service for all Districts except those involving a non-profit organization	<ul style="list-style-type: none"> • \$50.75 per 1,000 sq. ft., or a portion thereof, of Improved Site Area, or \$101.50 per housing unit, whichever is greater (with a minimum fee of \$1,421.00)
<i>Temporary Use Permit</i> Basic Service for all Districts involving a non-profit organization	<ul style="list-style-type: none"> • \$33.50 per 1,000 sq.ft., or a portion thereof, of Improved Site Area, or \$67.00 per housing unit, whichever is greater (with a minimum fee of \$943.95)

<p>Temporary Use Permit Amendment Basic Service for All Districts</p>	<ul style="list-style-type: none"> • \$21.30 per 1,000 sq. ft., or a portion thereof, of Improved Site Area (with a minimum of \$537.95)
<p>Temporary Use Permit Application Time Extension</p>	<ul style="list-style-type: none"> • 50% of application fee
<p>Development Permit Basic Service for all Districts except Industrial Districts, Flood Hazard Districts, and applications for a Laneway or Carriage House</p>	<ul style="list-style-type: none"> • \$39.60 per 1,000 sq. ft., or a portion thereof, of Improved Site Area, or, <ul style="list-style-type: none"> - \$147.20 per housing unit for the first 250 units, - \$50.75 per housing unit for the next 200 units, - \$25.40 per housing unit for each subsequent unit, <p>whichever is greater (with a minimum fee of \$2,537.50)</p>
<p>Development Permit Basic Service for Industrial Districts</p>	<ul style="list-style-type: none"> • \$21.30 per 1,000 sq. ft., or a portion thereof, of Improved Site Area (with a minimum fee of \$2,537.50)
<p>Development Permit Amendment Basic Service for all Districts</p>	<ul style="list-style-type: none"> • \$21.30 per 1,000 sq. ft., or a portion thereof, of Improved Site Area (with a minimum fee of \$537.95)
<p>Development Permit Application Time Extension</p>	<ul style="list-style-type: none"> • 50% of application fee
<p>Development Permit Minor/Amendment Improvements with a total value of \$100,000 or less or façade renovation for buildings affected by water penetration. .</p>	<ul style="list-style-type: none"> • \$269.00 (consolidated fee for Minor DP and for Minor DP Amendment Fee)
<p>Development Permit Minor/Amendment Minor Addition (maximum 1,000 square feet of gross floor area or 10 percent of total floor space of building, whichever is greater)</p>	<ul style="list-style-type: none"> • \$269.00 plus 50% of basic service fee
<p>Development Permit Flood Hazard Development Permits</p>	<ul style="list-style-type: none"> • \$269.00

<p>Development Permit Laneway House or Carriage House Development Permits</p>	<ul style="list-style-type: none"> • \$1,300.00
<p>Special Development Permit Basic Service for all Districts</p>	<ul style="list-style-type: none"> • \$39.60 per 1,000 sq. ft., or a portion thereof, of Improved Site Area, or, <ul style="list-style-type: none"> - \$147.20 per housing unit for the first 250 units, - \$50.75 per housing unit for the next 200 units, - \$25.40 per housing unit for each subsequent unit, <p>whichever is greater (with a minimum fee of \$2,080.75)</p>
<p>Special Development Permit Minor/Amendment Improvements with a total value of \$100,000 or less or façade renovation for buildings affected by water penetration</p>	<ul style="list-style-type: none"> • \$269.00 service fee
<p>Special Development Permit Minor/Amendment Minor Addition (maximum 1,000 square feet of gross floor area or 10 percent of total floor space of building, whichever is greater)</p>	<ul style="list-style-type: none"> • \$269.00 plus 50% of basic service fee
<p>Special Development Permit Amendment Basic Service for All Districts</p>	<ul style="list-style-type: none"> • \$21.30 per 1,000 sq. ft., or portion thereof, of Improved Site Area (with a minimum of \$537.95)
<p>Special Development Permit Application Time Extension</p>	<ul style="list-style-type: none"> • 50% of application fee
<p>Public Hearing Fee For All Applications Requiring a Public Hearing</p>	<ul style="list-style-type: none"> • \$943.95
<p>Land Title Registration Fee For All Application Requiring Notices or Other Documentation to be Registered with the Land Titles Office</p>	<ul style="list-style-type: none"> • \$32.50
<p>Covenants Preparations of Covenants</p>	<ul style="list-style-type: none"> • \$209.10

Bylaw No. 7790, 2015; 7869, 2016, 7967, 2017

**Appendix 4
Bylaw No. 7967, 2017
2018 Plumbing Permit Fees**

Schedule 'D'
Bylaw No. 7967, 2017
2017 Plumbing Permit Fee Schedule

Plumbing Fixture Permit Fee Schedule

1 To 4 Fixtures	\$139.00 (minimum permit fee)
Each additional fixture	\$33.00
Backflow Assembly Test Report	\$22.50 (annual retest)

For the purpose of this section the following shall be considered plumbing fixtures:

Automatic washer	Grease Interceptor	Planter Drain
Bar sink	Hand sink	Pot sink
Bathtub	Hose Bib	Roof Drain
Bed pan washers/grinder	Hot Water Heater	Sanitary B.W.V.
Bidet	Hot Water Storage Tank	Sanitary Lift Station
Condensate Drain	Hub drain	Shower
Deck Drain	Ice makers	Steam Machine
Dialysis machine	Janitor sink	(Swimming pool backwash
Dishwasher	Kitchen sink	sump)
Drinking Fountain	Laundry tub	Urinal
Floor Drain	Mop Sink	Wash basin
Foot bath	Neutralizing tank	Water closet
Glass Washer	Patio Drain	Water filter

Future Drainage/Venting/Water Connection

****Backflow Assembly**

***Specialty and/or Proprietary equipment/fixture**

**Specialty and/or proprietary equipment/fixtures typically found in medical, mercantile, commercial and industrial applications requiring a connection to the domestic water supply system and/or storm sewer system and/or sanitary sewer system. (Specialty equipment designation, if in question, shall be determined by the Plumbing Inspector.)*

****All new backflow assembly installation permits include one "City of New Westminster Backflow Test Report" form per device.**

1. a) **Domestic Water Re-pipe Plumbing Permit Fee Schedule**

\$56.00 per suite (Fee includes in-suite water pipe and distribution mains)

b) **Domestic Water Mains and/or Risers Re-pipe Installation Only Plumbing Permit Fee Schedule**

\$139.00 for the first 100 feet or less

\$55.50 for each additional 100 feet or portion thereof

\$139.00 (minimum permit fee)

2. **Plumbing Services Permit Fee Schedule**

a) **Residential (SFD & Duplex)**

\$66.50 each item (\$139.00 minimum permit fee)

- Back Flow assembly
- Catch Basin
- Drain Tile
- Sanitary Lift Station
- Sanitary Sewer
- Septic Tank Removal
- Solid Rain Water Leader Piping
- Storm Lift Station
- Storm Sewer
- Storm Sump
- Trench Drain
- Water Service

b) **Multi-residential (three or more dwelling units), Commercial & Industrial Plumbing Services Permit Fee Schedule**

All piping \$2.25 per foot (\$139.00 minimum permit fee)

- | | |
|----------------|--------------------------------|
| Sanitary Sewer | Storm Sewer |
| Drain Tile | Solid Rain Water Leader Piping |

c) **Precast Concrete Works & Associated Receptacles**

\$66.50 each item (\$139.00 minimum permit fee)

- | | |
|--------------|-----------------------|
| Catch Basin | Oil Interceptor |
| Trench Drain | Sanitary Lift Station |
| Manhole | Storm Lift Station |
| Floor Drain | Storm Sump |

d) Waterworks

\$66.50 each item (\$139.00 minimum permit fee)

Fire Hydrant	Yard Hydrant
Isolating Valve	Fire Line
Combined Water Service	Domestic Water Service
Back Flow Assembly	

3. Hot Water Heating Permit Fee Schedule

a) Residential (SFD & Duplex)

\$387.75 Flat Rate per dwelling unit

**Hot water heating systems serving three or more dwelling units must be a professionally engineered design and inspected and approved by the engineer of design. (Permit not required)

4. Sprinkler Permit Fee Schedule

a) Residential (SFD & Duplex)

1 st Sprinkler head	\$139.00
Each additional sprinkler head	\$2.85 each

b) All other Buildings

1 st Sprinkler head	\$278.00
Each additional sprinkler head	\$2.85 each

c) Additional Sprinkler Permit Charges

\$66.50 each item (\$139.00 minimum permit fee)

Dry Pipe Valves	Alarm Valves
Fire Department Connection	Fire Hydrants
Yard Hydrants	Fire Pump
2 1/2" Hose Valve	1 1/2" Hose Valve
Standpipe	Fire Pump
Deluge Valve	Pre-action Valve
Compressor	Flow Switch
Chemical Based System	

5. Miscellaneous Fee Schedule

- a) **DOUBLE PERMIT FEE** - If any work for which a permit is required under this bylaw commences before a permit has been obtained, the fees and charges payable shall be doubled.

- b) **REFUNDS** - No fees or part thereof paid to the City shall be refunded if a start has been made on construction or an inspection conducted. If no start has been made and no inspection conducted and if the Building Official so certifies, the City shall refund to the applicant 50% of the applicable permit fee.

- c) **RE-INSPECTION FEES –**
 - Where more than two inspections are necessary due to non-compliance with the provisions of this bylaw or to correct violations from previous inspections the following charges shall be administered:

○ Third inspection	\$139.00	plus applicable taxes		
○ Fourth inspection	\$278.00	“	“	“
○ Fifth inspection	\$418.00	“	“	“
○ Each subsequent inspection	\$557.00	“	“	“

 - Where work is not ready for inspection when the inspector calls, a re-inspection fee shall be charged at \$139.00, plus GST.

- d) **CHANGE/REMOVAL OF CONTRACTOR** - In the event of a change of contractor before construction is completed; a valid permit may be transferred to a new contractor upon payment of a recording fee of \$139.00. The new contractor must take full responsibility for the work completed to date.

- e) **CHANGE OF USE** - For an inspection related to the change of occupancy or use of a building, a fee in the amount of \$139.00 shall be paid.

- f) **RENEWAL OF LAPSED PERMITS** - Where a permit has lapsed and the proposed work is at a stage that is still accessible for inspection the permit may be renewed upon payment of \$139.00.

- g) **REVISED PLAN REVIEW SUBMISSION** - Where a revision to the originally submitted and approved plumbing, sprinkler or hot water heating permit plans is received an administrative fee calculated based upon City costs per hour of staff time (min. 1 hour) shall be paid.

h) SUBDIVIDING A SINGLE PROJECT BETWEEN MULTIPLE CONTRACTORS -

Where a plumbing/sprinkler/hot water heating project covered by a single Building Permit is then divided into two or more phases with multiple mechanical contractors the full permit fee shall be collected from each individual contractor for their portion of work.

6. Special Inspections

Special inspection requests for work linked or not linked to an issued permit:

- Special inspection during normal working hours:

A fee based on City costs per hour (min. 1 hour) shall be paid;

- Special inspection outside normal working hours:

Monday to Friday:

First 2 hours – a fee based on 1-1/2 times the City hourly rate

Each additional hour – a fee based on double the City hourly rate

Weekends – a fee based on double the City hourly rate (min. 4 hours) plus a ½ hour meal break

BYLAW NO. 7852, 2016; 7869, 2016

Appendix 5 / Schedule 'E' is deleted

BYLAW NO. 7967, 2017

**Appendix 6
Bylaw No. 7967, 2017
Integrated Services Fees**

Schedule 'F'
Bylaw No. 7967, 2017
2018 Integrated Services Fees

Fees for administration, permits and charges payable in the following amounts plus any applicable taxes:

BYLAW	FEE	
Business Regulations and Licensing (Rental Units) Bylaw No. 6926, 2004	Excessive Nuisance Abatement Fees:	
	Police Nuisance Response and Abatement Service Call	\$250.00/call
	City Staff Nuisance Response and Abatement Service Call	\$100.00/hr
	Administration Fee	10% on Total Service Call Fees
Controlled Substance Property Bylaw No. 6679, 2001	Permit, Inspection Fees and Charges:	
	For Special Inspection	\$600.00
	For each inspection prior to issue of Occupancy Permit	\$400.00
	To Obtain Occupancy Permit	\$500.00
Unightly Premises Bylaw No. 5969, 1991	Administration Fee for hiring contractor as per Section 9	\$75.00