CORPORATION OF THE CITY OF NEW WESTMINSTER

PLANNING & DEVELOPMENT FEES AND RATES BYLAW NO. 7683, 2014

(Adopted November 3, 2014)

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.

AMENDMENT BYLAW	EFFECTIVE DATE
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
8009, 2018 (Change to Sch. C)	May 1, 2018
8047, 2018 (Changes to Sch. B)	September 17, 2018
8061, 2018 (Replace Sch. A, B, C, D & F)	January 1, 2019
8053, 2018 (Change to Sch. C)	November 19, 2018
8076, 2019 (Changes to Sch. B)	January 14, 2019
8094, 2019 (Changes to definitions, Sch. A)	February 25, 2019
8098, 2019 (Changes to definitions, Sch. A, B, C, F)	March 11, 2019
8129, 2019 (Replace Sch. A)	September 9, 2019
8157, 2019 (Replace Sch A, B, C, D, F)	January 1, 2020
8153, 2019 (Replace Sch C)	January 27, 2020
8177, 2020 (Replace A, D, one change to C)	January 27, 2020
8198, 2020 (Change “Public Hearing” to “Public Consultation”)	May 4, 2020
8228, 2020 (replace line 38 of Sch B)	November 9, 2020
8232, 2020 (add to S5 and replace	November 9, 2020

	Sch B, C, D, F)	
8293, 2021	(add to S5 and replace Sch A, B, C, D, F)	January 1, 2022
8358, 2022	(replace Sch A, B, C, D, F and insert new Sch E)	January 1, 2023
8428, 2023	(amend S5.6, delete Sch B and replace Sch A,C,D,E,F)	January 1, 2024
8478, 2024		January 1, 2025

Amendment	Adoption Date	Effective Date
8541, 2025	September 29, 2025	January 1, 2026
8580, 2026	June 8, 2026	June 8, 2026

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 The number of any amending bylaw that has been repealed is not referred to in this consolidation.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 Legislative Services Department

CONSOLIDATED FOR CONVENIENCE ONLY
(June 15, 2026)

CORPORATION OF THE CITY OF NEW WESTMINSTER
PLANNING AND DEVELOPMENT FEES AND RATES
BYLAW NO. 7683, 2014

A Bylaw to Establish the Planning and Development Fees and Rates 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 “Planning and Development Fees and Rates Bylaw No. 7683, 2014.”

(b) Council hereby adopts Appendix A attached to this Bylaw as “Planning and Development Fees and Rates 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 Planning and Development Fees and Rates 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) 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 Planning and Development Fees and Rates Bylaw No. 7683, 2014"

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

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

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

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

BYLAW 8094, 2019

(g) This Bylaw shall come into force January 1st, 2015.

Severability

(h) 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:

Planning and Development Fees and Rates and Rates Bylaw

1. Definitions / Interpretation

BYLAW 8094, 2019

BUILDING OFFICIAL means the individual designated by the City as the Manager of Building Inspections (as that title may be changed from time to time) and such person or persons as he or she may designate from time to time as his or her assistants.

CITY means the City of New Westminster.

BYLAW 8098, 2019

COMPREHENSIVE DEVELOPMENT PROJECT: a development application within any area designated as Comprehensive Development in the Official Community Plan, Downtown Community Plan and/ or Queensborough Community Plan.

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.

BYLAW 8098, 2019

LARGE PROJECTS: Multi-unit residential or mixed-use projects over 6 units; or all Commercial or Industrial projects defined at the discretion of the Director of Development Services.

BYLAW 8098, 2019

MASTER PLANNING PROJECT: a development application within an area for which, due to the complexity and/ or scale of the proposed development, the City requires an applicant to prepare a master plan, showing an overall development concept that generally includes urban design, landscaping, infrastructure, service provision, circulation, present and future land use and/ or built form.

BYLAW 8098, 2019

MULTIPLE-PHASE PROJECT: a development application which, at the indication of the applicant and/or, due to the complexity and/or scale of the proposed development, at the requirement of the City, would be constructed in distinct stages which would be outlined within a development agreement.

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.

BYLAW 8098, 2019

SMALL PROJECTS: Residential projects that are 6 units or less; or all Commercial or Industrial projects defined at the discretion of the Director of Development Services.

BYLAW 8098, 2019

STUDY AREA PROJECT: a development application within any area designated as Study Area in the Official Community Plan, Downtown Community Plan and/ or Queensborough Community Plan.

BYLAW 8098, 2019

TREE PROTECTION BARRIER SIGN: any sign required by the Director of Development Services to be affixed to a Tree Protection Barrier per Tree Protection and Regulation Bylaw 7799, 2016, Section 6.1(c).

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. Planning Fees

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

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

4.3 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.

BYLAW NO. 8193, 2020

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

BYLAW NO. 8193, 2020

4.5 A Public Consultation Fee shall be paid by the applicant at the time of application and shall be required to be paid each time any portion of the public consultation is repeated.

BYLAW NO. 8232, 2020; 8293, 2021; 8428, 2023

4.6 A Transportation Review Fee is required as outlined in Appendix 3 and Schedule C – 2022 Planning Fees, except where an application is deemed to be non-complex and has limited impacts to the surrounding transportation network, the Transportation Review Fee may be waived.

BYLAW NO. 8293, 2021

4.7 Where concurrent applications for heritage revitalization agreements and heritage alteration permits are received at the same time and for the same lands, only the heritage revitalization agreement fee will be collected by the City.

5. Plumbing Fees

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

BYLAW NO. 7852, 2016; 7869, 2016; 8358, 2022

6. Tree Protection and Regulation Fees

6.1 Tree fees shall be required as outlined in Schedule E

Schedule 'A'
2026 Building Permit Fees

General Fees

Fee Description	Fee Amount
Alternate Solutions Fee	a. Up to two items included in one report: $593.00 (plus GST) b. Each subsequent item in same report: $263.00 (plus GST) c. For an amendment to an original report after acceptance or rejection of the report: $169.00 (plus GST)
Change of Address Basic service for a change of address resulting from any processed application.	$712.00 An additional $169.00 shall be paid for the change of or creation of a new suite or unit number.
Comfort Letters Basic service for the preparation of a comfort letter (includes responses from the Planning, Fire, Licensing, Building Departments).	$358.00 For the preparations of a response from any individual department only a fee of $169.00 shall be payable.
Conditional Occupancy Certificates	a. Residential: $112.00 per dwelling unit (maximum $7,500.00) per 30 days b. Other: $628.00 per 30 days
Double Permit Fee If any work for which a permit is required under this bylaw shall commence before a permit has been obtained.	Double the fees and charges payable, up to $25,625.00.
Credit Card Convenience Fee Applicable to all payments made by credit card. This fee is non-refundable and shall not be returned in the event of permit cancellation or refund.	An additional 1.75% on the invoice total for payments made by credit card.

Fee Description	Fee Amount
Extension of Permit To extend a permit that has lapsed and the City has established that the proposed work complies with this bylaw and all other applicable bylaws.	A base fee of $169.00 plus a fee, based upon the City hourly rate of $84.60/hour for staff time hourly charges as needed to review and confirm extension request.
Occupant Load Basic service for reviewing floor plans for the purposes of documenting the maximum occupant load for a business.	$169.00
Re-inspections 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: i. Third inspection — $169.00 plus applicable taxes ii. Fourth inspection — $332.00 plus applicable taxes iii. Fifth inspection — $496.00 plus applicable taxes iv. Each subsequent inspection — $663.00 plus applicable taxes v. Where work is not ready for inspection when the inspector calls, a re-inspection fee may be charged at $169.00, plus GST.	
Revision to Permit – Prior to Permit Issuance Applicable to an application: a. that requires 3 or more revisions, and/or b. where the design is revised and/or substituted with a new design.	$169.00
Revision to Permit – Issued Building Permit Base service.	Based upon the City hourly rate of $84.60/hour for staff time (with a minimum fee of $169.00) shall be paid.

Fee Description	Fee Amount
Sign Permit Fees Every application for a sign permit, as required by Sign Bylaw No. 7867, 2017, shall be accompanied by the applicable fees.	New Sign (or existing unpermitted signs): $572.00
Solar Hot Water Ready Exemption	A non-refundable fee of $593.00 (plus GST) shall be paid.

Special Inspections

Special inspections during normal working hours "(including courtesy inspections for unissued permits);

a. A fee, based upon the City hourly rate of $84.60/hour for staff time (with a minimum fee of $169.00) shall be paid;

Special inspection outside of normal working hours;

Monday to Friday:

a. First two hours –$127.00/hour (with a minimum fee of $254.00) shall be paid

b. Each additional hour – $169.00/hour for staff time

Weekends:

a. A fee of $169.00/hour for staff time (with a minimum fee of $337.00) shall be paid

b. ½ hour meal break shall be included for each shift 4 hours or more, to be charged at the $169.00/hour rate.

Inspections conducted outside of city limits:

a. Mileage rate based on Canadian Revenue Agency requirements for reimbursement in effect at the time of the inspection.

Fee Description	Fee Amount
Transfer of Permit Applicable in the event of a change of ownership or contractor before the construction is complete. For changes in ownership, the new permit holder shall become responsible for depositing with the City, Security as required under this bylaw. For changes in contractor, the new contractor must take full responsibility for the work completed to date.	$169.00 plus a fee, based upon the City hourly rate of $84.60 for staff time hourly charges as needed to review and confirm request.

Building Permit Processing Fees

Fee Description	Fee Amount
Application Fee	$169.00 (non-refundable)
Paper Application Fee All paper Building Permit Applications are subjected to the following fees to digitize the applications.	a. Administration Fee: $57.00 (plus GST) b. All scanning/copies: $2.70 per page (plus GST) (Paper size 8½ x11, 8 ½ x14, 11x17 and/or digital) c. Large format printing (paper sizes greater than 11x17) at City's cost to third-party vendor plus an administrative fee of 10% of the printing cost or $57.00 (plus GST), whichever is greater.

Fee Description	Fee Amount
Building Permit Fee based on Construction Value Shall be collected as set forth below: a. Building Plan Review Fee - A non-refundable Building Plan Review Fee shall be paid for all applications in the amount of 50% of the Building Permit Fee (based on Construction Value), with a minimum fee of $169.00 and a maximum fee of $20,000.00. The Building Plan Review Fee is non-refundable (once the review has started) and shall be credited against the Building Permit Fee when the building permit is issued; and b. Building Permit Issuance Fee – remainder of the Building Permit Fee less any paid Building Plan Review Fee. i. $18.50 for each $1,000.00 of construction value or fraction thereof up to and including $50,000.00 ii. $16.40 from each $1,000.00 of construction value or fraction thereof between $50,001.00 and $150,000.00 iii. $14.40 for each additional $1,000.00 of construction value or fraction thereof in excess of $150,000.00	
Phased Permit Fee Permits requiring phased issuance shall be billed based on the construction value of each phase tracked as a separate permit.	
Discount for Professionals Projects where one or more professional engineers or architects, registered as such under Provincial legislation, certify that the plans comply with current Provincial building regulations shall be given a discount.	1% of the building permit fee up to $513.00 maximum

NOTE ON 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 Building Plan Review fee.

Document Fees

Fee Description	Fee Amount
Permanent Records To assist in the cost of preparing efficient permanent construction records, every person making application for a building permit.	1.0% of the construction value, subject to $14.00 minimum and $317.00 maximum.
Building Records Search - Document	$25.00 (plus GST) per document.
Building Records Search - Drawing	a. Administration Fee: $57.00 (plus GST), b. All copies: $2.70 per page (plus GST) (Paper size 8½ x11, 8 ½ x14, 11x17 and/or digital) c. Large format printing (paper sizes greater than 11x17) At City's cost to third-party vendor plus an administrative fee of 10% of the printing cost or $57.00 (plus GST), whichever is greater.
BC Registry, Land Title and Similar Reports To assist applicants by charging a cost-recovery fee for staff to secure Title Reports and Company Summaries on behalf of the applicant.	$25.00 (plus GST) per report.

Demolition Permits Fees

Fee Description	Fee Amount
Application Fee	$169.00
Demolition Permit Accessory building such as a garage or shed and demolition of interior commercial spaces under 2500sq.ft.	$169.00 per building.

Fee Description	Fee Amount
Demolition Permit All other structures. Payment shall be collected as set forth below: a. Demolition Plan Review Fee - A non-refundable Building Plan Review Fee shall be paid for all applications in the amount of 50% of the Demolition Permit Fee. The Demolition Plan Review Fee is non-refundable (once the review has started) and shall be credited against the Demolition Permit Fee when the demolition permit is issued; and b. Demolition Permit Issuance Fee – remainder of the Demolition Permit Fee less any paid Demolition Plan Review Fee.	Minimum of $1,440.00 plus an hourly charge for demolitions exceeding 5,000 sq. ft. of building area.
Paper Application Fee All paper Building Permit Applications are subjected to the following fees to digitize the applications.	a. Administration Fee: $57.00 (plus GST) b. All scanning/copies: $2.70 per page (plus GST) (Paper size 8½ x11, 8 ½ x14, 11x17 and/or digital) c. Large format printing (paper sizes greater than 11x17) at City's cost to third-party vendor plus an administrative fee of 10% of the printing cost or $57.00 (plus GST), whichever is greater.
Waste Disposal and Recycling Services For Single Family Homes and Commercial Interiors.	- $309.00 non-refundable portion, plus - $5,438.00 per building to be demolished, deconstructed, or disassembled (refundable portion)
Waste Disposal and Recycling Services For Structures Accessory to Dwelling Units.	- $309.00 non-refundable portion, plus - $1,632.00 per building to be demolished, deconstructed, or disassembled (refundable portion)

Fee Description	Fee Amount
Waste Disposal and Recycling Services For all other Buildings.	- $309.00 non-refundable portion, plus - 100% of the demolition cost per building to be demolished, deconstructed, or disassembled (*refundable portion*)
Fee Incentive	- 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
Delayed Demolition Every application to delay demolition of a dwelling or to relocate a second dwelling on a lot shall be accompanied by the applicable fees prescribed in Schedule A, Building Permit Processing Fees (including the Building Plan Review Fee) and may also be subject to a security deposit in a form acceptable to the City.	$51,250.00
Temporary Building Every application for a temporary building shall be accompanied by the applicable fees prescribed in Schedule A, Building Permit Processing Fees (Including the Building Plan Review Fee) and may also be subject to a security deposit in a form acceptable to the City.	$25,625.00

Schedule 'B'

2026 Planning and Development Fees and Rates

General and Administrative Fees

The following fees are applicable to most application types listed on this schedule.

Fee Description	Fee Amount
Public Consultation Fee For all applications requiring a public consultation, including Public Hearings, City-led Consultation and Opportunities to be Heard.	$1,559.00
Additional Notification Basic service for additional public meeting and/or change of date request requiring notification.	$2,109.00
Council Appeal Basic service for Council reconsideration of a Director's decision.	50% of required current application fee.
Staff Attendance at Applicant Open Houses For large scale projects, defined as non-residential projects or residential projects with more than six units.	$557.00 for up to two staff members. - $279.00 for each additional staff member.
Land Title Registration Fee For all applications requiring notices or other documentation to be registered with the Land Title Office.	$39.00
Site Disclosure Statement Fee Administration Basic service for all districts.	$100.00
Land Purchase Request Basic service for all districts.	$2,195.00 plus appraisal, survey and legal costs. Not refundable after first report to LUPC or Council.

Fee Description	Fee Amount
Applicant or Owner Change Basic service for requested change of owner or authorized agent for any application.	$376.00
Revisions to an Active Application For an application that requires 3 or more revisions.	A fee, based upon the City hourly rate of $84.60/hour for staff time (with a minimum fee of $169.00) shall be paid.
Application Resubmission For an application that introduces significant changes or a whole new design outside the scope of suggested revisions from staff.	A fee, based upon the City hourly rate of $84.60/hour for staff time, with a minimum fee of - $169.00 for small scale projects; or - $338.00 for large scale projects, shall be paid.
Application Time Extension Applicable at the discretion of staff, for applications set to exceed one year of inactivity, before they are cancelled.	Up to 50% of application fee as calculated using current rates.
Reissuance of an Expired Permit Review of project for which a Development Permit was previously issued and which has expired. Reissuance is contingent on project compliance with this bylaw and all other applicable bylaws.	50% of application fee as calculated using current rates.
Delayed Satisfaction of Adoption Requirements For applications that have not satisfied adoption requirements within 12 months of the date of third reading of the project's bylaws.	10% of the application fee, with a minimum fee of $1,559.00 and a maximum fee of $5,707.00

Fee Description	Fee Amount
Preparation of Legal Documents All costs incurred by the City for the preparation of legal documents (such as covenants and rights of way) shall be recoverable and charged to the applicant.	- $106.00 for laneway and carriage houses; - $1,056.00 for applications with 6 units or fewer; - $2,112.00 for applications for infill housing, townhouses, or additions of more than 6 units to an existing building; - $3,695.00 for apartment or mixed-use buildings of 6 storeys or less and non-residential land uses; - $8,974.00 for apartment or mixed-use buildings.
Discharge of Legal Documents Basic service for discharge requests where there is no current development application.	Legal costs incurred by the City, with a minimum fee of $528.00.
Street Naming Fee Basic service for processing a request to name a new street created through subdivision, or rename an existing street.	$2,784.00
Telecommunication Review Basic service for all applications that require review of telecommunications antennae.	$3,966.00 per application.
Landscape Plan Review The following fees shall be paid for the review of landscape plans in accordance with Development or Special Development Permits.	- Laneway and carriage house initial review: $295.00 - Basic initial review: $633.00 - Large projects: $633.00 per tower/building, phase, or 50 townhouse units. - Subsequent project reviews: $633.00

Fee Description	Fee Amount
Landscape Inspection The following fees shall be paid for the on-site review of landscaping in accordance with Development or Special Development Permits.	- Laneway and carriage house initial review: $295.00 - Basic initial review: $633.00 - Large projects: $633.00 per tower/building, phase, or 50 townhouse units. - Subsequent project reviews: $633.00
Landscape Deposit All applications other than Laneway and Carriage House Development Permits, projects with less than six units, exclusively for child care, and/or exclusively for affordable housing.	An amount equal to 125% of the costs of hard and soft landscaping on the site, including labour.
Paper Application Fee All paper applications are subjected to the following fees to digitize the applications.	a. Administration Fee: $57.00 (plus GST) b. All scanning/copies: $2.70 per page (plus GST) (Paper size 8½ x11, 8 ½ x14, 11x17 and/or digital) c. Large format printing (paper sizes greater than 11x17) at City's cost to third-party vendor plus an administrative fee of 10% of the printing cost or $57.00 (plus GST), whichever is greater.
Credit Card Convenience Fee Applicable to all payments made by credit card. This fee is non-refundable and shall not be returned in the event of permit cancellation or refund.	An additional 1.75% on the invoice total for payments made by credit card.

Preliminary Application Review

Fee Description	Fee Amount
Preliminary Application Review (PAR) Applicable for development inquiries that cannot proceed without City feedback on a critical question due to their complexity.	The greater of: - $1,256.00; - $40.00 per 1,000 sq. ft. (92.90 sq. m.), or portion thereof, of improved site area; or - $159.00 per housing unit. up to a maximum of $5,707.00.

Official Community Plan Amendment

Fee Description	Fee Amount
Official Community Plan Basic service for Map Designation.	$48.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area (with a minimum fee of $3,801.00) plus $19.50 per 1,000 sq. ft. (92.90 sq. m.) of improved site area over 20,500 sq. ft. (1,904.50 sq. m.).
Official Community Plan Basic service for Text Amendment.	$1,144.00
Master Plan Review An additional review fee which applies to all Zoning Bylaw and/or Official Community Plan Amendments for multiple-phase projects, master planning projects, study area projects, comprehensive development projects and/or other sites over 6,000 square metres (64,583 sq. ft.).	$105,575.00 for the first 10,000 square metres (107,639 sq. ft.) of site area or portion thereof; and $416.00 per additional 100 square metres (1,076 sq. ft.) of site area to a maximum of $474,988.00.

Rezoning

Fee Description	Fee Amount
Rezoning Basic services for Single Detached and Duplex Dwelling districts, child care uses and Text Amendments.	$3,167.00
Rezoning Basic service, unless otherwise noted.	$41.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area, or: - $179.00 per housing unit for the first 60 units, - $159.00 per housing unit for 61 – 185 units, - $142.00 per housing unit for 186 – 250 units, - $53.00 per housing unit for 251 – 450 units, - $27.00 per housing unit for each subsequent unit, whichever is greater (with a minimum fee of $2,520.00)
Creation of a Comprehensive Zoning District Basic service for creation of new Comprehensive Zoning District, unless otherwise noted.	$2,520.00 for Basic Service; $1,266.00 for supportive housing and child care, or single detached dwellings and duplexes, and other infill housing forms such as triplexes, quadraplexes, townhouses and infill townhouses.
Tenant Assistant Plan Review For Rezoning applications.	$1,447.00

Fee Description	Fee Amount
Master Plan Review An additional review fee which applies to all Zoning Bylaw and/or Official Community Plan Amendments for multiple-phase projects, master planning projects, study area projects, comprehensive development projects and/or other sites over 6,000 square metres (64,583 sq. ft.).	$105,575.00 for the first 10,000 square metres (107,639 sq. ft.) of site area or portion thereof; and $416.00 per additional 100 square metres (1,076 sq. ft.) of site area to a maximum of $474,988.00.

Heritage Revitalization Agreement

Fee Description	Fee Amount
Heritage Revitalization Agreement Basic service for Single Detached, Duplex Dwelling, and Infill Housing districts and child care uses.	$41.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area (with a minimum fee of $1,584.00).
Heritage Revitalization Agreement Basic service, unless otherwise noted (includes Major Amendment to Heritage Revitalization Agreements where requested amendments affect Form, Character, Use or Density).	$41.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area, or: - $179.00 per housing unit for the first 60 units, - $159.00 per housing unit for 61 – 185 units, - $142.00 per housing unit for 186 – 250 units, - $53.00 per housing unit for 251 – 450 units, - $27.00 per housing unit for each subsequent unit, whichever is greater (with a minimum fee of $2,520.00)
Heritage Revitalization Agreement Minor Amendment Basic service for Minor Changes that do not affect Form, Character, Use or Density for Single Detached and Duplex Dwelling districts.	$26.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area (with a minimum fee of $326.00).

Fee Description	Fee Amount
Heritage Revitalization Agreement Minor Amendment Basic service for Minor Changes that do not affect Form, Character, Use or Density for Multiple Unit Residential, Commercial, Industrial, and Institutional districts.	$26.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area (with a minimum of $652.00).
Tenant Assistant Plan Review For Heritage Revitalization Agreement applications.	$1,448.00
Master Plan Review An additional review fee which applies to all Zoning Bylaw and/or Official Community Plan Amendments for multiple-phase projects, master planning projects, study area projects, comprehensive development projects and/or other sites over 6,000 square metres (64,583 sq. ft.).	$105,575.00 for the first 10,000 square metres (107,639 sq. ft.) of site area or portion thereof; and $416.00 per additional 100 square metres (1,076 sq. ft.) of site area to a maximum of $474,988.00.

Heritage Alteration Permit

Fee Description	Fee Amount
Heritage Alteration Permit Basic service for subdivision of land within heritage conservation area.	$125.00
Heritage Alteration Permit Basic service for demolition of building or structure within heritage conservation area.	$1,732.00
Heritage Alteration Permit Basic service for construction of a new principal dwelling within heritage conservation area.	$1,126.00
Heritage Alteration Permit Basic service for construction of a new Laneway or Carriage House within heritage conservation area.	$242.00

Fee Description	Fee Amount
Landscape Deposit All applications other than Laneway and Carriage House Development Permits, projects with less than six units, exclusively for child care, and/or exclusively for affordable housing.	An amount equal to 125% of the costs of hard and soft landscaping on the site, including labour.

NOTE: Heritage Alteration Permits not listed above for properties outside heritage conservation area, and for alteration of land, buildings, structures, or protected features within heritage conservation area are free of charge.

Development Variance Permit

Fee Description	Fee Amount
Development Variance Permit Basic service for all districts, unless otherwise noted.	$48.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area, or $98.00 per housing unit, whichever is greater (with a minimum fee of $2,227.00).
Development Variance Permit Basic service for a delegated DVP, modified site plan for a protected tree (Tree Protection and Regulation Bylaw No. 7799, 2016), and child care.	$24.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area, or $47.00 per housing unit, whichever is greater (with a minimum fee of $772.00).
Development Variance Permit Basic service for Variances to the Sign Bylaw.	$1,143.00
Development Variance Permit Amendment Basic service for all districts including Variances to the Sign Bylaw.	$26.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area (with a minimum fee of $652.00).

Board of Variance

Fee Description	Fee Amount
Board of Variance Application Basic service for Single Detached Dwelling districts.	$545.00
Board of Variance Application Basic service, unless otherwise noted.	$49.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area, or $97.00 per housing unit, whichever is greater (with a minimum fee of $492.00).

Temporary Use Permit

Fee Description	Fee Amount
Temporary Use Permit Basic service, unless otherwise noted.	$62.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area, or $123.00 per housing unit, whichever is greater (with a minimum fee of $2,482.00).
Temporary Use Permit Basic service for all districts involving a non-profit organization.	$41.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area, or $81.00 per housing unit, whichever is greater (with a minimum fee of $1,143.00).
Temporary Use Permit Amendment Basic service for all districts.	$26.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area (with a minimum of $652.00).
Landscape Deposit All applications other than a Laneway and Carriage House Development Permits, projects with less than six units, exclusively for child care, and/or exclusively for affordable housing.	An amount equal to 125% of the costs of hard and soft landscaping on the site, including labour.

Development Permit

Fee Description	Fee Amount
Development Permit Basic service for all Development Permits, unless otherwise noted.	$48.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area, or, - $179.00 per housing unit for the first 60 units, - $159.00 per housing unit for 61 – 185 units, - $142.00 per housing unit for 186 – 250 units, - $53.00 per housing unit for 251 – 450 units, - $27.00 per housing unit for each subsequent unit, whichever is greater (with a minimum fee of $3,074.00).
Development Permit Basic service for Industrial and Mixed Employment, and Employment Lands Development Permits, unless otherwise noted.	$26.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area (with a minimum fee of $3,074.00).
Development Permit Projects with less than seven residential units, unless otherwise noted.	$2,227.00

Fee Description	Fee Amount
Development Permit Basic service for: - Laneway House and Carriage House Development Permits, - changes to an existing building that do not include changes to massing, - changes to landscaping, surface parking lots, or accessory buildings, - temporary residential unit sales centres, unless otherwise noted, or - minor addition (maximum 500 square metres/ 5,382 square feet of gross floor area or 10 percent of total floor space of building, whichever is greater) unless otherwise noted.	$1,574.00
Development Permit Amendment Basic service for all Development Permit Amendments, unless otherwise noted.	$26.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area (with a minimum fee of $1,225.00).
Development Permit Amendment Basic service for Industrial and Mixed Employment, and Employment Lands Development Permit Amendments, unless otherwise noted.	$26.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area (with a minimum fee of $1,225.00).

Fee Description	Fee Amount
Development Permit Amendment Basic service for: - changes to an existing building that do not include changes to massing, - changes to landscaping, surface parking lots, or accessory buildings, - temporary residential unit sales centres, or - minor addition (maximum 500 square metres/ 5,382 square feet of gross floor area or 10 percent of total floor space of building, whichever is greater) unless otherwise noted.	$1,574.00
Development Permit Amendment Basic service for amendments to Laneway House and Carriage House Development Permit Amendments.	$326.00
Minor Development Permit or Minor Development Permit Amendment Basic service for: - Hazard Area Development Permit - Natural Features Development Permit - improvements with a total value of $100,000 or less, or - façade renovation for buildings affected by water penetration.	$326.00

Fee Description	Fee Amount
Master Plan Review An additional review fee which applies to all Zoning Bylaw and/or Official Community Plan Amendments for multiple-phase projects, master planning projects, study area projects, comprehensive development projects and/or other sites over 6,000 square metres (64,583 sq. ft.).	$105,575.00 for the first 10,000 square metres (107,639 sq. ft.) of site area or portion thereof; and $416.00 per additional 100 square metres (1,076 sq. ft.) of site area to a maximum of $474,988.00.
Development Permit Landscape Deposit Applications for Laneway and Carriage House Development Permits, projects with less than six units, exclusively child care, and/or exclusively affordable housing.	$7,918.00 - $5,279.00 for each additional unit up to 6 units
Landscape Deposit All applications other than Laneway and Carriage House Development Permits, projects with less than six units, exclusively for child care, and/or exclusively for affordable housing.	An amount equal to 125% of the costs of hard and soft landscaping on the site, including labour.

Special Development Permit

Fee Description	Fee Amount
Special Development Permit Basic service for all Special Development Permits, unless otherwise noted.	$48.00 per 1,000 sq. ft. (92.90 sq. m.), or a portion thereof, of Improved Site Area, or, - $179.00 per housing unit for the first 60 units, - $159.00 per housing unit for 61 – 185 units, - $142.00 per housing unit for 186 – 250 units, - $53.00 per housing unit for 251 – 450 units, - $27.00 per housing unit for each subsequent unit, whichever is greater (with a minimum fee of $3,074.00).
Special Development Permit Projects with less than six residential units, unless otherwise noted.	$2,227.00
Special Development Permit Basic service for: - changes to an existing building that do not include changes to massing, - changes to landscaping, surface parking lots, or accessory buildings, - temporary residential unit sales centres, or - minor addition (maximum 500 square metres/ 5,382 square feet of gross floor area or 10 percent of total floor space of building, whichever is greater) unless otherwise noted.	$1,574.00

Fee Description	Fee Amount
Special Development Permit Amendment Basic service for all Development Permit Amendments, unless otherwise noted.	$26.00 per 1,000 sq. ft. (92.90 sq. m.), or portion thereof, of Improved Site Area (with a minimum fee of $1,225.00).
Special Development Permit Amendment Basic service for: - changes to an existing building that do not include changes to massing, - changes to landscaping, surface parking lots, or accessory buildings, - temporary residential unit sales centres, or - minor addition (maximum 500 square metres/ 5,382 square feet of gross floor area or 10 percent of total floor space of building, whichever is greater unless otherwise noted.	$1,574.00
Minor Special Development Permit or Minor Special Development Permit Amendment Basic service for: - improvements with a total value of $100,000 or less, or - façade renovation for buildings affected by water penetration.	$326.00
Special Development Permit – All Types Reissuance of an expired permit.	50% of application fee as calculated using current rates.

Fee Description	Fee Amount
Master Plan Review An additional review fee which applies to all Zoning Bylaw and/or Official Community Plan Amendments for multiple-phase projects, master planning projects, study area projects, comprehensive development projects and/or other sites over 6,000 square metres (64,583 sq. ft.).	$105,575.00 for the first 10,000 square metres (107,639 sq. ft.) of site area or portion thereof; and $416.00 per additional 100 square metres (1,076 sq. ft.) of site area to a maximum of $474,988.00.
Comprehensive Sign Permit Review Basic service for sign plans required as part of Development Permit approvals.	$593.00
Development, Special Development Permit Landscape Deposit Secured rental residential unit additions to an existing rental building.	$7,918.00
Landscape Deposit All applications other than a Laneway and Carriage House Development Permits, projects with less than six units, exclusively for child care, and/or exclusively for affordable housing.	An amount equal to 125% of the costs of hard and soft landscaping on the site, including labour.

Transportation Review

Fee Description	Fee Amount
Transportation Review – Pre Application Review Applicable to applications undergoing a Preliminary Application Review (PAR).	$264.00
Transportation Review – Official Community Plan Amendment	$2,639.00

Fee Description	Fee Amount
Transportation Review – Rezoning Basic service for all districts.	The greater of: - $1,584.00; - $22.00 per 100 sq. metre, or a portion thereof, of gross floor area for non-residential uses; - $74.00 per housing unit for the first 250 units; or $22.00 per housing unit for each subsequent unit.
Transportation Review – Heritage Revitalization Agreements Basic service, for residential uses five units or greater, and all non-residential uses 100 square metres or greater in gross floor area.	The greater of: - $1,584.00; or - $22.00 per 100 sq. metre, or a portion thereof, of gross floor area; or, Unit fee, calculated as follows: - $74.00 per housing unit for the first 250 units; $22.00 per housing unit for each subsequent unit
Transportation Review – Temporary Use Permit Basic service for all districts except those involving a non-profit organization.	$792.00
Transportation Review – Temporary Use Permit Amendment Basic service for all districts involving a non-profit organization.	$264.00
Transportation Review – Development Permit Basic service for all Residential Development Permits, unless otherwise noted.	$1,056.00

Fee Description	Fee Amount
Transportation Review – Development Permit Basic service for Industrial and Mixed Employment, and Employment Lands Development Permits, unless otherwise noted.	The greater of: - $1,454.00; or $13.00 per 100 sq. metres or a portion thereof, of improved site area
Transportation Review – Special Development Permit Basic service for all Residential Development Permits, unless otherwise noted.	$1,056.00

Schedule 'C'
2026 Plumbing Fees

1.0 Plumbing Fixture Permit Fee Schedule

Fee Description	Fee Amount
1 to 4 fixtures	**$169.00** (minimum permit fee)
Each additional fixture	**$39.00**
Backflow Assembly Test Report	**$31.00** (annual test fee)

For the purpose of this section, the following is an example list (not exhaustive) of items considered plumbing fixtures:

Automatic washer	**Glass washer**	**Neutralizing tank**
Backflow assembly	Grease interceptor	Patio drain
Bar sink	Hand sink	Planter drain
Bathtub	Hot water heater	Pot sink
Bed pan washers/grinder	Hot water storage tank	Roof drain
Bidet	Hub drain	Sanitary B.W.V.
Condensate drain	Hose bib	Sanitary lift station
Deck drain	Janitor sink	Shower
Dialysis machine	Ice makers	Steam machine
Dishwasher	Kitchen sink	Urinal
Drinking fountain	Laundry tub	Wash basin
Floor drain	Lawn irrigation	Water closet
Foot bath	Mop sink	Water filter
Swimming pool	Backwash sump	Future drainage/venting/ water connection
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.)

2.0 Domestic Water Re-pipe Fee Schedule

Fee Description	Fee Amount
Per Suite Fee	**$67.00 per suite** (fee includes in-suite water pipe and distribution mains)
Single Family Dwelling	**$169.00** min. permit fee (1-4 fixtures) **$226.00** (5-9 fixtures) **$301.00** (10-15 fixtures) **$364.00** (16-20 fixtures) **$431.00** (21-25 fixtures) **$497.00** (26-30 fixtures)
Domestic Water Mains and/or Risers Re-pipe Installation Only	**$169.00** for the first 100 feet or less **$66.00** for each additional 100 feet or portion thereof **$169.00** (min. permit fee)

3.0 Plumbing & Outside Services Permit Fee Schedule

Fee Description	Fee Amount
Residential (SFD & Duplex), Multiplex, Townhomes	**$79.00** each item (**$169.00** min. permit fee)

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

Fee Description	Fee Amount
Multi-residential (three or more dwelling units), Commercial and Industrial	**All piping $2.70 per foot** ($169.00 min. permit fee)

Drain Tile	Storm Sewer
Sanitary Sewer	Water Service
Solid Rain Water Leader Piping	

Fee Description	Fee Amount
Precast Concrete Works and Associated Receptacles	**$79.00** each item (**$169.00** min. permit fee)

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

Fee Description	Fee Amount
Waterworks	**$79.00** each item (**$169.00** min. permit fee)

Combined Water Service	Domestic Water Service
Fire Hydrant	Fire Line
Isolating Valve	Yard Hydrant

4.0 Paper Application Fee

All paper Plumbing, Hydronic Heating, and Outside Services Permit Applications are subjected to the following digitization fees

Fee Description	Fee Amount
Administration Fee	**$57.00** (plus GST)

Fee Description	Fee Amount
All scanning/copies (paper size 8½ x11, 8 ½ x14, 11x17 and/or digital)	**$2.70 per page** (plus GST)
Large format printing (paper sizes greater than 11x17)	At City's cost to third-party vendor plus an administrative fee of **10%** of the printing cost or **$57.00** (plus GST), whichever is greater.

5.0 Hydronic Heating Permit Fee Schedule

Fee Description	Fee Amount
Residential (SFD & Duplex)	**$461.00** Flat Rate per dwelling unit

6.0 Sprinkler Permit Fee Schedule

Fee Description	Fee Amount
Residential (SFD & Duplex), Multiplex, Townhomes	**$169.00** 1st Sprinkler Head **$4.22** Each additional sprinkler head

Fee Description	Fee Amount
All other buildings	**$331.00** 1st Sprinkler Head **$4.22** Each additional sprinkler head

Fee Description	Fee Amount
Additional Sprinkler Permit Charges	**$79.00 each item** (**$169.00** min. permit fee)

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

7.0 Miscellaneous Fee Schedule

Fee Description & Amount
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, to a maximum fee of **$10,865.00**
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.
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: i. Third inspection — **$169.00** plus applicable taxes ii. Fourth inspection — **$332.00** plus applicable taxes iii. Fifth inspection — **$496.00** plus applicable taxes iv. Each subsequent inspection — **$663.00** plus applicable taxes v. Where work is not ready for inspection when the inspector calls, a re-inspection fee may be charged at **$169.00**, plus GST.
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 **$169.00**. The new contractor must take full responsibility for the work completed to date.
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 **$169.00** plus a fee, based upon the City hourly rate of **$84.60/hour** for staff time hourly charges as needed to review and confirm extension request.

Fee Description & Amount
REVISIONS TO PERMITS a. **REVISION PRIOR TO PERMIT ISSUANCE** A fee, based upon the City hourly rate of **$84.60/hour** for staff time (with a minimum fee of **$169.00**) shall be paid on an application i) that requires 3 or more revisions, and/or ii) where the design is revised and/or substituted with a new design b. **REVISION TO ISSUED PERMIT** A fee, based upon the City hourly rate of **$84.60/hour** for staff time (with a minimum fee of **$169.00**) shall be paid on an application
SUBDIVIDING A SINGLE PROJECT BETWEEN MULTIPLE CONTRACTORS Where a Plumbing/Sprinkler/Services/Hydronic 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.
Credit Card Convenience Fee An additional fee of **1.75%** shall be added to the total cost of the invoice to any permits paid by credit card online. This fee is non-refundable and shall not be returned in the event of permit cancellation or refund.

8.0 Special Inspections (linked or not linked to an issued permit)

Fee Description & Amount
Special inspection during normal working hours (including courtesy inspections for unissued permits): i. A fee, based upon the City hourly rate of **$84.60/hour** for staff time (with a minimum fee of **$169.00**) shall be paid
Special inspection outside normal working hours: **i. Monday to Friday:** i. First two hours – **$127.00/hour** (with a minimum fee of **$254.00**) shall be paid ii. Each additional hour – **$169.00/hour** for staff time **ii. Weekends:** i. A fee of **$169.00/hour** for staff time (with a minimum fee of **$337.00**) shall be paid **ii.** ½ Hour meal break shall be included for each shift 4 hours or more, to be

Fee Description & Amount
charged at **$169.00/hour** rate.
Inspections conducted outside of City Limits **Shall be charged an additional fee for mileage:** i. Mileage rate based on Canadian Revenue Agency requirements for reimbursement in effect at the time of the inspection.

Schedule ‘D’

2026 Tree Protection and Regulation Fees

Application Fee

Fee Description	Fee Amount
Application Fee	$132.00
Application Fee (Resident Applicant)	$0.00 if addressing only a hazardous tree
Application Fee (Resident Applicant)	$106.00
Paper Application Fee (Additional Fee) All paper applications are subjected to the following digitization fees 1.Administration Fee 2. All scanning/copies (paper size 8½ x11, 8 ½ x14, 11x17 and/or digital) 3. Large format printing (paper sizes greater than 11x17)	a. $57.00 (plus GST) b. $2.70 per page (plus GST) c. At City’s cost to third-party vendor plus an administrative fee of 10% of the printing cost or $57.00 (plus GST), whichever is greater.
Credit Card Convenience Fee	An additional fee of 1.75% shall be added to the total cost of the invoice to any permits paid by credit card online. This fee is non-refundable and shall not be returned in the event of permit cancellation or refund.

Tree Permit Fee

Fee Description	Fee Amount
Permit fee (general)	$106.00 per tree for first 5 trees to be cut or removed, $211.00 per tree for each additional tree to be cut or removed, $158.00 per specimen tree for the first tree, $264.00 per tree for each additional specimen tree to be cut or removed.
Permit fee for cutting or removal of hazardous trees only a. Permit to cut or remove a single hazardous tree b. Permit to cut or remove multiple hazardous trees	a. $79.00 b. $79.00 for the first tree, plus $26.00 for each additional tree to be cut
Permit fee for transplanting a protected tree	$0.00 plus security deposit as follows: Non-resident Applicant: $792.00 Resident Applicant: $686.00
Permit fee (Resident Applicant)	$0.00 per hazardous tree and $81.00 per tree for all other trees to a maximum fee of $1,584.00.
Water bag For all issued tree removal/replacement permits.	$27.00 per bag* *Optional service being provided to applicants choosing to purchase a water bag directly from City.

Security or Cash-in-Lieu for Replacement Trees

Fee Description	Fee Amount
Security or cash-in-lieu per replacement tree (general)	Non-resident Applicant: $792.00 Resident Applicant: $686.00
Security or cash-in-lieu per replacement tree When replacing a hazardous specimen tree	Non-resident Applicant: $792.00 Resident Applicant: $686.00
Security or cash-in-lieu per replacement tree When replacing a non-hazardous specimen tree.	Non-resident Applicant: $12,933.00 Resident Applicant: Minimum of $6,335.00 to a maximum of $10,811.00
Security or cash-in-lieu per replacement tree When replacing a hazardous non-specimen tree.	Non-resident Applicant: $792.00 Resident Applicant: $686.00
Maximum combined security or cash-in-lieu for all replacement trees for Resident Applicants	$10,811.00
Cash-in-lieu per replacement tree per City tree removed	$897.00

Securities for Retained Trees

Fee Description	Fee Amount
Security per retained protected tree For other than a specimen tree.	Non-resident Applicant: $3,959.00 Resident Applicant or CRZ Resident Requestor: $2,703.00 to a maximum of $10,811.00
Security per retained specimen tree	Non-resident Applicant: $15,836.00 Resident Applicant or CRZ Resident Requestor: $10,811.00

Fee Description	Fee Amount
Maximum combined security for retained protected trees Including specimen trees, for a Resident Applicant or a CRZ Resident Requestor	$10,811.00

Tree Protection Barrier Inspection Fees

Fee Description	Fee Amount
Inspection of tree protection barriers For non-resident applicants.	$158.00 for first tree barrier inspection plus $26.00 per each additional barrier on a lot.
Inspection of tree protection barriers For resident applicants.	$106.00 for first tree barrier inspection plus $26.00 per each additional barrier on a lot.
Return inspection of tree protection barriers For non-resident applicants	$158.00 for first tree barrier inspection plus $26.00 per each additional barrier on a lot.
Return inspection of tree protection barriers For resident applicants.	$106.00 for first tree barrier inspection plus $26.00 per each additional barrier on a lot.
Tree protection barrier sign deposit	$32.00 per sign, refundable upon return of each sign.