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CONSOLIDATED FOR CONVENIENCE TO INCLUDE
BYLAW NO. 1539 (2023), 1548 (2024), 1554 (2024) and 1577 (2026)

REGIONAL DISTRICT OF CENTRAL OKANAGAN

DEVELOPMENT APPLICATION FEES AND CHARGES BYLAW NO. 1483

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

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

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

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

PART 1 – TITLE

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

PART 2 – INTERPRETATION AND SEVERABILITY

Interpretation

2.1 A reference in this bylaw to any enactment of British Columbia is a reference to the enactment as amended, revised, consolidated or replaced from time to time.

2.2 A reference in this bylaw to any bylaw of the Regional District is a reference to the bylaw as amended, revised, consolidated or replaced from time to time.

2.3 The schedules attached to this bylaw form part of this bylaw.

Definitions

2.4 In this bylaw:

BL1548

Director of Development and Engineering Services means the person appointed as such and includes their designate.

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

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

Severability

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

PART 3 – FEES & CHARGES

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

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

PART 4 – EFFECTIVE DATE

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

READ A FIRST AND SECOND TIME THIS 13TH DAY OF MAY, 2021.

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

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

ADOPTED THIS 4 DAY OF MAY , 2023.

SCHEDULE 1: BUILDING PERMIT FEES

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

BUILDING PERMIT FEES	2023	2024	2025	2026	2027
1. Building Application Fee A non-refundable fee required at time of building permit application for projects with a valuation less than $100,000.	$180	$180	$185	$190	$195
2. Building Application Fee A non-refundable fee required at time of building permit application for projects with a valuation over $100,000.	$510	$520	$530	$540	$550
BL1548 **2.a. Secondary Suite Application Fee** A non-refundable fee required for applications to add a suite to an existing dwelling, or to include a suite in a new single-family dwelling (fee is in addition to standard application fee).	N/A	$520	$530	$540	$550
BL1554 **2.b. Decommissioning Application Fee** A non-refundable fee required to convert a building from a legal or illegal residential use to a non-residential accessory building (fee is in addition to standard application fee).	N/A	$520	$530	$540	$550
BL1554 **3. Building Permit Fee** for issuance of building permits for construction, addition, alteration, repair, removal, decommissioning or demolition of a building or part thereof:	1.2% of project valuation ($12 per $1000 of valuation) or minimum building application fee whichever is greater.				
4. Building Permit Fee for issuance of building permits for construction of retaining walls, swimming pool fences, mobile home parks, campgrounds, site services and other projects	1.2% of project valuation ($12 per $1000 of valuation) or minimum building application fee whichever is greater.				
5. Building Move For placing a moved on dwelling (CSA Z240, CSA A277 or other relocated dwelling) on a property.	$410	$415	$425	$435	$445
	+ 1.2% of site construction and servicing				

6. Strata Title Conversion	$410 + $100/unit	$415 + $105/unit	$425 + $105/unit	$435 + $110/unit	$445 + $115/unit
7. Solid Fuel Burning Appliance (per appliance)	$180	$180	$185	$190	$195
	+ 1.2 % of valuation				
8. Temporary Building or Structure For placing a temporary building or structure on a property.	$180	$180	$185	$190	$195
	+ 1.2 % of valuation				
9. Swimming Pool	$180	$180	$185	$190	$195
	+ 1.2 % of valuation				
ADDITIONAL FEES	**2023**	**2024**	**2025**	**2026**	**2027**
10. Plumbing Fixture Fee Where a project includes plumbing, the following fee will be charged per fixture. Each trap, roof drain, floor drain and yard or parking lot drain is considered a fixture.	$15 per fixture				
11. Fire Protection System and Equipment Fee	1.2% of project valuation ($12 per $1000 of valuation) or minimum building application fee whichever is greater.				
12. Alternative Solution Fee A non-refundable fee per alternative solution.	$205	$210	$210	$215	$220
13. Plan Review Fee A non-refundable fee for review of revised plans submitted after the completion of the plan check.	$410	$415	$425	$435	$445
14. Permit Transfer Fee A non-refundable fee for transferring a permit to a new owner or new contractor.	$100	$105	$105	$110	$115
15. Permit Extension Fee A non-refundable fee.	$100	$105	$105	$110	$115
INSPECTION FEES	**2023**	**2024**	**2025**	**2026**	**2027**
16. Re-inspection fee	$155	$155	$160	$165	$170
17. Special inspection fee	$155	$155	$160	$165	$170
SECURITY DEPOSIT					
18. Building Move	$2,500				
19. Complex Building Applies to buildings covered by Part 3 of the *BC Building Code*.	$2,500				
20. Simple Building Applies to buildings covered by Part 9 of the *BC Building Code*.	$1,500				
21. Demolition	$1,000				

22. Temporary Building or Structure	$1,000
BL1554 **22a. Temporary occupancy of a dwelling during the construction of a new principal dwelling.**	$20,000
FEE REDUCTIONS, REFUNDS, & REBATES	
23. Permit Fee Reduction a) Where the Regional District has stated in writing that it is relying on the Certification of a Professional Engineer or Architect, registered as such under provincial legislation, that the plans or the aspects of the plans, complied with the *BC Building Code* or other applicable enactment, the building permit fee shall be reduced.	10%
BL1539 b) Where there has been a regionally significant event, the Regional Board may, at its discretion, reduce or waive the fees in this Schedule by a resolution of the Regional Board.	
24. Permit Fee Refund	If the permit is cancelled prior to expiry and the project has not commenced. the refund shall be 75% of the permit fee in excess of the non-refundable Building Application Fee
	If the permit is cancelled prior to expiry and the project has commenced, the refund shall be 75% of the permit fee in excess of the non-refundable Building Application Fee and further reduced by 20% for each inspection that has been completed by the Regional District.
PENALTIES	
25. Construction commenced prior to issuance of a building permit	Double the value of the building permit fee to a maximum of $10,000

Calculating Construction Value

26. Contract price or the current edition of the Marshall and Swift Valuation Service may be used by the building inspector to determine the value of construction for the purpose of assessing permit fees.

27. Where the submitted value of building construction is lower than the value determined by using the Marshall & Swift Valuation Service, the value of building construction determined by the Marshall & Swift Valuation Service shall be used in calculating the building permit fees.

BL1577

SCHEDULE 2: DEVELOPMENT APPLICATION FEES

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

DEVELOPMENT APPLICATION TYPE OR PLANNING SERVICE	2023	2024	2025	2026	2027
Zoning Bylaw Amendment or Rural Land Use Bylaw Amendment					
1. Text amendment that adds no additional density and no potential for additional parcels	$1,580	$1,610	$1,645	$1,680	$1,715
2. Rezoning to any of the following zones or land use designations: - commercial (C zones and land use designations); - multiple family (R3 zones); - manufactured home housing (RMP zone); - institutional (P2 zone and P-102 land use designation); and, - industrial (I zones).	$3,325	$3,390	$3,460	$3,530	$3,600
3. Rezoning to all other zones and land use designations	$2,550	$2,600	$2,655	$2,705	$2,760
4. Comprehensive Development Zone	$5,100	$5,200	$5,300	$5,400	$5,500
5. Secondary Suite (Joe Rich Rural Land Use Bylaw only)	$1,020	$1,040	$1,060	$1,080	$1,110
Official Community Plan Amendments					
6. OCP Amendment, major An OCP Amendment that involves a change to the future land use designation.	$3,570	$3,640	$3,715	$3,790	$3,865
7. OCP Amendment, minor An OCP Amendment that involves a text amendment only.	$2,550	$2,600	$2,655	$2,705	$2,760
8. OCP Amendment, major in conjunction with a bylaw amendment (fees are in addition to bylaw amendment)	$2,805	$2,860	$2,920	$2,975	$3,035
9. OCP Amendment, minor in conjunction with a bylaw amendment (fees are in addition to bylaw amendment)	$1,915	$1,950	$1,990	$2,030	$2,070

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

DEVELOPMENT APPLICATION TYPE OR PLANNING SERVICE	2023	2024	2025	2026	2027
Temporary Use Permit					
21. Temporary Use Permit	$1,530	$1,560	$1,590	$1,625	$1,660
22. Temporary Use Permit renewal	$1,225	$1,250	$1,275	$1,300	$1,325
Liquor Licence Applications					
23. All liquor licence applications, permits and endorsements	$1,275	$1,300	$1,325	$1,355	$1,380
24. Occupant load calculation	$255	$260	$265	$270	$275
Covenant Amendment or Discharge					
25. Land title charge amendment or discharge requiring Board resolution	$1,120	$1,145	$1,165	$1,190	$1,215
Other Applications					
26. Floodplain Exemption	$715	$730	$745	$760	$775
27. Board of Variance	$765	$780	$795	$810	$825
28. Phased Development Agreement	$3,060	$3,120	$3,185	$3,250	$3,315
29. Neighbourhood Plan Preparation	$9,435 base fee + $85/ha to a maximum of $30,000	$9,625 base fee + $90/ha to a maximum of $30,000	$9,815 base fee + $90/ha to a maximum of $30,000	$10,010 base fee + $90/ha to a maximum of $30,000	$10,210 base fee + $95/ha to a maximum of $30,000
30. Antenna Systems Concurrence Request	$1,275	$1,300	$1,325	$1,355	$1,380
31. Other request for Board resolution	$500	$510	$520	$530	$540
32. Soil Removal and/or Soil Deposition Permit	$1,020	$1,040	$1,060	$1,080	$1,110
33. Soil Removal and/or Soil Deposition Permit – Renewal/Revision	$255	$260	$265	$270	$275
Additional Costs to Applicants					
34. Pre-application meetings	One free meeting + $100 per additional meeting	One free meeting + $105 per additional meeting	One free meeting + $105 per additional meeting	One free meeting + $110 per additional meeting	One free meeting + $110 per additional meeting
35. Application Extension Request	$205	$210	$210	$215	$220
36. Readvertising (Public Hearing)	At cost	At cost	At cost	At cost	At cost

DEVELOPMENT APPLICATION TYPE OR PLANNING SERVICE	2023	2024	2025	2026	2027
37. Legal fees Any additional Regional District legal costs which are required in the processing of any of the applications listed in this schedule will be borne by the owner or agent, including but not limited to the preparation and registration of restrictive covenants and phased development agreements.	Cost of RDCO's legal review fees	Cost of RDCO's legal review fees	Cost of RDCO's legal review fees	Cost of RDCO's legal review fees	Cost of RDCO's legal review fees
38. Additional Title Registering a permit on additional titles (the first is included in the application fee.)	At cost	At cost	At cost	At cost	At cost

Refund of Development Application Fees

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

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

SCHEDULE 3: ADMINISTRATIVE FEES

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

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