

# CITY OF KELOWNA

## BYLAW NO. 10560

### DEVELOPMENT APPLICATION FEES

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The Council of the City of Kelowna, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "Development Application Fees Bylaw No. 10560".
2. The fees for Development Applications shall be as shown on Schedule "A" attached to and forming part of this bylaw.
3. The City of Kelowna, "Development Application Fees Bylaw No. 8034" and all amendments thereto, are repealed.
4. This bylaw shall come into full force and take effect and be binding on all persons as and from the date of adoption.

Read a first, second and third time this 13<sup>th</sup> day of June, 2011.

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk

**Schedule "A"**  
**Development Application Fees - Table 1**

Development Category	Application Fee <sup>1</sup>	APC Fee <sup>c</sup> + Applicable Tax
Area Structure Plans & Area Redevelopment Plans	\$5,500.00 base fee + \$75.00/ha	\$525.00
OCP Amendments	\$3,262.00	\$525.00
Comprehensive Development Zone	\$3,262.00	\$525.00
Phased Development Agreement	\$3,262.00 + City's Legal Review Fees	
Zoning Amendments		
Rezoning to Add "S" Designation for Secondary Suite	\$578.00	
Bylaw Enforcement - Add "S" for Secondary Suite	\$964.00	
Add "t" Designation for Agri-Tourist Accomodation	\$636.00	
RU6, RR & A1	\$1,386.00	\$525.00
Text Amendments	\$1,386.00	\$525.00
All Other Zones	\$1,779.00	\$525.00
Urban Design Development Permits		
With APC Review	\$1,386.00	\$525.00
Without APC Review	\$694.00	
Natural Environment Development Permits		
Council Review - Natural Environment Development Permit	\$1,386.00	
Major Direct Natural Environment Development Permit	\$694.00	
Minor Direct Natural Environment Development Permit	\$150.00	
Development Variance Permit		
With APC Review	\$694.00 + \$100.00 per Variance	\$525.00
Without APC Review	\$694.00 + \$100.00 per Variance	
Development Application Renewal Fee	\$150.00	
Pre-Application Meeting (2 Free Meetings)	\$150.00	
Non-Standardized Legal Document Review	Legal Review Fees	
Development Applicaton Amendments (Applicant Initiated)		
Major Amendments Requiring Recirculation	\$636.00	
Minor Amendments to Approved Development Permits	\$100.00	
Public Hearing Advertising / Public Hearing Re-Advertising (hearing cancelled by applicant)	\$500.00 MINIMUM. If maps are required for Public Hearing advertisement, additional costs will be incurred prior to Public Hearing	
Land Use Contracts		
Discharge	\$0.00	
Amendments	\$3,262.00	\$525.00
Temporary Use Permit	\$1,779.00	\$525.00
Heritage		
Heritage Revitalization Agreement	\$1,779.00	\$525.00
Heritage Alteration Permit (Council approval required with APC review)	\$694.00 + \$100.00 per Variance	\$525.00
Heritage Alteration Permit - Council approval	\$694.00	
Heritage Conservation Covenant	\$150.00	
Heritage Alteration Permits - Director approval	\$0.00	
Heritage Designation	\$150.00	

<sup>1</sup> Refundable Amounts:

- (a) Development Fees which are refunded prior to Land Use Management Department report to Council for consideration are eligible for the cost of the Development Fee less 50% administrative costs and the APC fee, where applicable.

- (b) No development fees will be refunded if the application has been submitted to Council.
- (c) Subdivision fees are non-refundable.
- (d) Board of Variance Fees for appeals withdrawn prior to the Secretary preparing the appeal for advertising and circulation to City staff and Board of Variance members are eligible for a \$200.00 refund.

<sup>2</sup> Concurrent development applications considered at the same APC meeting will be charged the sum of each appropriate application fee, plus one APC meeting fee (plus applicable taxes).

<sup>3</sup> An application fee for heritage designation will not be required if processed in conjunction with a Heritage Revitalization Agreement.

Category	Application Fee
ALR Applications (City retains \$250.00 of permit fees)	
Subdivision/Non-Farming	\$600.00
Application for Exclusion	\$600.00
Board of Variance Application	\$578.00

Document Administration Fee <sup>4</sup> (Restrictive covenants, utility right-of-ways, road reservation agreements, road exchanges, road closures, servicing agreements, developer initiated road name changes, quit claim documents excluding land use contracts, written response to inquiry etc.) Not applicable for documents forming part of a subdivision application	\$150.00
Land Title Office Registration	\$50.00
Site Profile Fees	\$50.00

Category	Application Fee
Liquor License Applications Requiring Public Meeting <sup>5</sup>	
New Liquor Primary License (100 persons or greater)	\$700.00 + \$1,500.00 for notification
New Liquor Primary License (less than 100 persons)	\$450.00 + \$1,500.00 for notification
Change to Existing License	\$450.00 + \$1,500.00 for notification
Liquor License Applications (No Council Resolution)	\$50.00

<sup>4</sup> Requests for information not available in published form requiring research will be charged a fee of \$30.00 per hour.

<sup>5</sup> This application fee does not eliminate the need to pay for rezoning and/or development permit application fees where required.

## Schedule "A"

## DEVELOPMENT FEES - TABLE 2

FEES PURSUANT TO SUBDIVISION, DEVELOPMENT, AND SERVICING BYLAW NO. 7900  
AND LAND TITLE ACT

Subdivision Applications	Application Fee
Fee Simple Subdivision and Bare Land Strata Subdivisions(Preliminary Layout Review)	(0 - 5 Lots) - \$1,500.00 (5 - 10 Lots) - \$2,000.00 (Over 10 Lots) - \$3,000.00 Plus \$100.00 Per Total # of Lots Created
Technical Subdivision Approval	\$350.00
Phased Strata Development	\$150.00
Form "P" Approval	300.00
Preliminary Layout Review Renewal	\$250.00 Per Year
Subdivision , Bare Land Strata, Phased Strata & Form "E" Final Re-Approval Fee	\$150.00
Building Strata Conversions	\$1,000.00 Plus \$100.00 Per Unit Over 5 Units
Soil Removal/Deposit Permit for applications made after work in progress (fines may also be applicable)	\$250.00
Road Renaming Applications	\$500.00
Document Execution Fee - Including but not limited to: No Build / No Disturb Covenant Wildfire Covenant ALC Conservation Covenant	\$150.00

Development Category	Application Fee
Street / Traffic Sign (Installed by City)	The Owner is responsible for the purchase and installation costs of all signs required for their development. Costs will be determined by Development Engineering. (Third party developer to apply for) (Tax exempt)
Survey Monument Fee	\$50.00 per new lot (Tax exempt)
Survey Monument Replacements (If disturbed by Construction)	\$1200.00 (Tax. exempt)
Fire Hydrant Levy	For subdivisions serviced by community water distribution systems:  \$250.00 per newly created lot (Tax exempt)  Note: In subdivisions where the developer is extending the water mains and installing fire hydrants this levy does not apply.  The City shall accumulate the funds accrued from the hydrant levy and these funds shall be used to install fire hydrants as may be required.
Latecomer Agreement Processing Fee	\$1000.00 per agreement (No charge for agreements of one day duration)
Subdivision and Development Engineering and Inspections Fee Assessed for the Following:  <ul style="list-style-type: none"> <li>• Fee Simple Subdivision</li> <li>• Off-site Works</li> </ul>	3.0% of the total cost of off-site and on-site construction (minimum \$300.00) determined as follows:  <ol style="list-style-type: none"> <li>1. Full cost of construction for "on-site" (new roads) and "off-site" (existing fronting roads), including clearing, grubbing, blasting, cuts and fills, gravel, compaction, pavement, concrete work, ditches, boulevard work if applicable, etc.</li> <li>2. All deep utilities such as storm drainage works, sanitary sewer work if applicable and water and fire protection including water utility construction of other water irrigation districts.</li> <li>3. Costs of civil works only for shallow utilities such as installation costs of ducting for power, telephone and cable TV. The cost of private utility cable work, BC Gas works, service lines, street lighting etc. is <u>not</u> included in the construction cost for administration charge calculations.</li> <li>4. Consulting Engineering design fees are <u>not</u> included in the administration fee calculation.</li> <li>5. Administration charge is calculated at 3.0% of the actual construction costs as determined using the above identified items, substantiated by contractor unit prices, or payment invoices, or if levied before construction costs are in, by using the consulting engineer's construction cost estimates. These figures may be adjusted up or down by the City, if in our opinion an adjustment is warranted. This may take the form of a 10% contingency added or deletion of certain items. It is incumbent on the developer to provide actual construction costs if he does not agree with the engineers estimate.</li> </ol>

Schedule "A"

DEVELOPMENT FEES - TABLE 3

FEES PURSUANT TO SIGN BYLAW NO. 8235

Category	Application Fee
Temporary Portable Signs	For a period of 30 days or less \$30.00 per sign. For a period of 31 days to 60 days \$40.00 per sign. For a period of 61 days and 90 days \$50.00 per sign.
All Signs (Excluding temporary signs)	\$30.00 Minimum plus \$5.00 for each square meter of sign area. For the purposes of fee calculation, sign areas involving a fraction of a square meter shall be calculated to the closest whole meter, and only one side of a two-sided sign shall be counted.

Note: Sign permit fees are not refundable if the work authorized by the permit is not commenced.