

# BYLAW

## Fees and Charges Bylaw

### No. 575, 2019

Consolidated for convenience only March 2026

This Consolidation includes the following Bylaw

Amendments:

575-1, 2020	575-8, 2023	575-16, 2025
575-2, 2021	575-9, 2023	575-17, 2025
575-3, 2021	575-10, 2023	575-18, 2025
575-4, 2021	575-12, 2023	
575-6, 2022	575-14, 2023	
575-7, 2022	575-15, 2024	

Note: 575-11, 2023, was repealed.

This version of this bylaw is a consolidation of amendments to the original bylaw as of the date specified. This consolidation is done for the convenience of users and accurately reflects the status of this bylaw as of the specified date but must not be construed as the original bylaw and is not admissible in Court unless specifically certified by the Corporate Officer for the District of Sechelt. Persons interested in the definitive wording of this bylaw and its amendments should view the original bylaws at the District of Sechelt.

DISTRICT OF SEHELDT  
FEES AND CHARGES BYLAW NO. 575, 2019

A bylaw to establish rates, fees and charges for District of Sechelt municipal services

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**WHEREAS** Section 194 of the *Community Charter* authorizes a local government to impose fees and charges for all or parts of a service of the municipality;

**NOW THEREFORE** the Council of the District of Sechelt, in open meeting assembled, enacts as follows:

**SECTION 1 GENERAL PROVISIONS**

**1.1 TITLE**

This bylaw may be cited as “Fees and Charges Bylaw No. 575, 2019”.

**1.2 BYLAW SCHEDULES**

Attached as integral parts of the bylaw are the following schedules:

- Schedule A – Financial Services
- Schedule B – Administrative
- Schedule C – RCMP Administrative
- Schedule D – Planning and Subdivision
- Schedule E – Facilities
- Schedule F – Building Permit Fees and Deposits
- Schedule G – Plumbing and Sprinkler
- Schedule H – Solid Waste
- Schedule I – Airport User
- Schedule J – Silm Production
- Schedule K – Animal Control
- Schedule L – Events and Vending
- Schedule M – Business Licencing
- Schedule N – Harbour Fees
- Schedule O – Engineering Fees
- Schedule P – Electric Vehicle Charging Stations

**SECTION 2 ESTABLISHMENT OF FEES AND CHARGES**

**2.1 LATE PAYMENT CHARGES**

2.1.1 Late payment charges shall be added to all fees that remain unpaid after their due dates as follows, unless other provisions in this bylaw apply:

2.1.1.1 A non-compounding 1.5% monthly interest charge, calculated daily, will be

Added to all amounts that remain unpaid after the due date as determined by the Financial Officer.

2.1.1.2 Non-receipt of a District invoice will not be recognized as a valid excuse for failure to pay the fees when due.

2.1.1.3 Postmarks will not be considered as date of payment.

## **2.2 DISHONoured PAYMENT AND OVERPAYMENT REFUND CHARGES**

2.2.1 Where a payment received by the District is not honoured by a payer's financial Institution for any reason other than clerical error, the District may charge the payer a fee of \$40 per payment.

2.2.2 Where an overpayment refund has been requested for any reason, the District may charge the requestor a fee of \$40.

2.2.3 This charge represents a reasonable pre-estimate of the administrative costs incurred by the District as a result of the dishonoured/overpayment.

## **2.3 TAXES**

All fees, charges, and rates in this bylaw exclude federal, provincial and other taxes, unless otherwise indicated, and must be paid as applicable.

## **2.4 REFUNDS**

Unless other provisions in this bylaw apply, no refund will be paid on any fees or charges collected in error after two years from the date of said payment unless the District is satisfied that the claim for the refund results from its own error in calculation or measurement. No refund will be paid after seven years from the date of said payment for any reason.

## **SECTION 3 ADMINISTRATION**

**3.1** The District of Sechelt here by imposes fees for the provision of services and Information as specified in the Schedules attached to this bylaw.

**3.2** This bylaw shall come into force and effect on the date of its adoption.

**3.3** Wherever this bylaw sets out fees and charges with respect to other District of Sechelt bylaws and other such bylaws contain similar fees and charges, this bylaw is deemed to prevail.

**3.4 SEVERABILITY**

The provisions of this bylaw are severable. If any provision is for any reason held to be invalid by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this bylaw.

**3.5 REPEAL**

“Application and Copying Fees Bylaw No. 333, 1998” and all of its amendments are Hereby repealed and replaced by this bylaw.

READ A FIRST TIME THIS	15 <sup>th</sup> DAY OF	MAY, 2019
READ A SECOND TIME THIS	15 <sup>th</sup> DAY OF	MAY, 2019
READ A THIRD TIME THIS	15 <sup>th</sup> DAY OF	MAY, 2019
ADOPTED THIS	5 <sup>th</sup> DAY OF	JUNE, 2019

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Mayor

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Corporate Officer

<b>FEES AND CHARGES BYLAW NO. 575, 2019</b>				
<b>SCHEDULE A: FINANCIAL SERVICES</b>				
ITEM			FEE	UNIT/DESCRIPTION
<i>Accounts Receivable (excluding property taxes)</i>				
Invoicing	Minimum charge per invoice for items not paid for at time of purchase		\$40	Per invoice
Returned payments (NSF)	All forms of tender		\$45	Per payment
Collection Agency Services fee			Actual cost	As a % of outstanding balance, added to arrears
<i>Deposits Held by the District (excluding tax pre-payments)</i>				
Interest	Deposits greater than \$100.00 held for more than 30 days from the date of receipt		Interest rate will parallel the rate provided by the BC Gov't Ministry of Municipal Affairs and Housing Circular, which is the prime lending rate as per the Principal Banker to the Province of BC, less 2%.	
<i>Property Tax and Utilities</i>				
<i>Tax information and documents</i>				
Tax & Utility Account Information Requests	Prior years	Register owners and other parties on behalf of registered owners	\$70	Per hour or portion thereof; First 15 minutes are free; Minimum charge of \$40.00
Tax and utility notice reprints	Prior years	Register owners and other parties on behalf of registered owners	\$70	Per hour or portion thereof; First 15 minutes are free; Minimum charge of \$40.00
Property tax certificate	Current year	Registered owners	No charge	Per certificate per year
		Other parties on behalf of registered owners	\$110	Per additional certificate for registered owners; Per certificate for other parties; manual request
			\$25	Per certificate; request through BC Online Web Application

	Prior years	Register owners and other parties on behalf of registered owners	\$75	Per hour or portion thereof; First 15 minutes are free; Minimum charge of \$40.00
Gross property tax information file	All folios in jurisdiction	Current year, or part thereof	\$300	Per file + electronic media fee, if applicable
Listing for Mortgage company	All applicable folios; full or partial listing	Current year, or part thereof	\$12	Per folio + electronic media fee, if applicable
<i>Payments, Refunds &amp; Transfers</i>				
Returned payments	Pre-authorized Payments (PAP)		\$45	Per payment
Refund of account balance	PAP - For the registered owner, after sale of property only		\$45	Per refund
	PAP - For the registered owner, for overpayment > \$100 in a given tax year		No charge	Per refund
	Non-PAP: For the registered owner		\$45	Per refund
	Mortgage company refund		\$45	Per folio
Service charges on credit card payments for taxes, per management approval			Actual cost	As paid to vendor by the District
<i>Interest &amp; Arrears</i>				
Penalties	Utilities for water, sewer and garbage user fees		10% penalty	Per year
<i>Miscellaneous Fees</i>				
Land titles searches & documents			\$25	Per title search
Listing of Business Licenses			\$35	Per electronic document

<b>FEES AND CHARGES BYLAW NO. 575, 2019 SCHEDULE B: ADMINISTRATION FEES</b>			
ITEM		FEE	UNIT/DESCRIPTION
Printed Documents			
Bylaws	Official Community Plan (OCP), including all schedules/maps	\$150	Each for hard copies; online copies are free
	OCP Map Sheets - full set	\$40	Per set
	OCP Map Sheets - single sheet	\$5	Each for hard copies; online copies are free
	Subdivision Bylaw	\$75	Each for hard copies; online copies are free
	Zoning Bylaw	\$75	Each for hard copies; online copies are free
Bylaws	Zoning Map - Colour; 11" x 17"	\$5	Each
	Zoning Map - Colour; ~34" x 44"	\$50	Each
	Annual Report, with Financial Statements	\$25	Per bound colour copy
Financial Reports	Annual 5-year Financial Plan	\$20	Per bound colour copy
Plotter copies	34" x 44"	\$50	Per page
Photocopying			
<i>For all documents not listed separately in this fee schedule</i>			
Black & White			
Image or text	8 1/2x 11; 8 1/2x14	\$0.50	Per page
	11 x 17	\$1	Per page
Colour (plain paper)			
Image or text	8 1/2x 11; 8 1/2x14	\$2	Per page
	11 x 17	\$4	Per page
Electronic Media			
Scanned documents for electronic delivery	8 1/2x 11; 8 1/2x14	\$0.50	Per page

	11 x 17	\$1	Per page
USB Flash Drive		\$10 +Actual Cost of USB Drive	
Retrieval of Records under Freedom of Information and Protection of Privacy Act (FOIPPA)			
<i>*Note that no fees may be charged for the first three hours spent on a request (FOIPPA 72 (2))</i>			
<i>**The application fee may be waived at the discretion of the Corporate Officer</i>			
Application Fee for FOIPPA requests**		\$10.00	Per request
Locating and retrieving a record (first three hours free)		\$7.50	Per quarter hour
Producing a record manually		\$7.50	Per quarter hour
Preparing a record for disclosure and handling a record		\$7.50	Per quarter hour
Shipping		Actual cost	
Providing a copy of the record		See photocopying rates above	
Custom research / custom document preparation / custom data retrieval for commercial purposes		\$60	Per hour or portion thereof; First 15 minutes are free; Minimum charge of \$40.00
Municipal Goods			
Municipal-branded goods		Cost + 10%	Each
Non- Branded goods	Street banners (used)	\$20	Each; sold used after display within the District.
	Municipal flags	Cost + 10%	Each
	Other goods	Cost + 10Z	Each
Bench with bronze plaque: Parks, Boulevards, Streetscapes	Community Dedication Program	Cost + 10%	Each
Bench with bronze plaque: Beach Access & Wilderness Areas	Community Dedication Program	Cost +10%	Each
Picnic Table with bronze plaque	Community Dedication Program	Cost + 10%	Each

<b>FEES AND CHARGES BYLAW NO. 575, 2019</b>			
<b>SCHEDULE C: RCMP ADMINISTRATION</b>			
	ITEM	FEE	UNIT/ DESCRIPTION
Police Information or Criminal Record Check	General Requests	\$50	Per search
	Volunteers & Students	No charge	
Local Record Check	Record Suspension Application/Other (aka Pardon)	\$50	Per search
Police Certificate		\$50	Per search
Fingerprints	Up to 2 sets	\$50	Per person
	Receiver General fee in addition to the District's fee	Cost	Per Person
	Extra Sets	\$10	Per set
Investigational Report		\$50	Per police file
Insurance Report	Non-Motor Vehicle Incident	\$50	Per police file
Mechanical Inspection Report		\$50	Per vehicle inspection
Traffic Analyst Report (Full)	Includes Integrated Crash Team analysis	\$750	Per incident
Photocopy fee	Black & White; 8x11; 8x14	\$0.50	Per page
CD / DVD		\$25	Each
Shipping charge	Flat rate; courier fee	\$20	Per delivery

<b>FEES AND CHARGES BYLAW NO. 575, 2019</b>				
<b>SCHEDULE D: PLANNING AND SUBDIVISION</b>				
ITEM			FEE	UNIT /DESCRIPTION
<b>OCP Amendments</b>				
	Base Fee for policy amendment or map change		\$5,000	Per Application
Base and additional fee combined shall not exceed \$30,000				
<b>Zoning Amendments (consistent with OCP and utilizing current zones in Bylaw 580)</b>				
	Base Fee		\$3,000	Per application
	Incremental Additional Fee	Residential	\$100	Per Unit
		Non-Residential	\$300	Per 100m2 of land over 900m2
Base and additional fee combined shall not exceed \$30,000*				
<b>Combined OCP and Zoning Bylaw Amendment</b>				
	Base Fee		\$5,000	Per Application
	Incremental Additional Fee	Residential	\$100	Per unit
		Non-Residential	\$300	Per 100m2 of land over 900m2
Base and additional fee combined shall not exceed \$40,000*				
For Mixed Use Development: the fee shall be calculated for the residential component and the applicable non-residential fee for the commercial component. In all cases, the residential unit count and non-residential area shall be calculated based on the maximum possible yield under the proposed zones.				
* For large-scale developments over 500 dwelling units or institutional uses over 500 sleeping units: The base and additional fee combined shall not exceed \$90,000.				
For Non-profit Housing developments: Amendment application fees for non-profit housing developments subject to an affordable housing agreement shall not exceed \$4,000.				
Additional Public Hearing			\$1,000	Per Hearing
Additional Pre-Application Meeting (2 are included in the application fee)			\$300	Per Request
<b>Development Permits</b>				
ITEM			FEE	UNIT/DESCRIPTION
<b>Form and Character Development Permit</b>				
DPA#s #6, #7, #9 and #10	Base Fee (incl. first dwelling unit)		\$3,000	Per permit

	Incremental Additional Fee	Residential	\$100	Per unit over 10 units
		Non-Residential	\$300	Per 100m2 of GFA over 900m2
DPA #8 (intensive residential)			\$1,000	Per permit
Base and additional fee combined shall not exceed \$15,000				
<b>Environmental and Hazard Development Permits</b>				
DPA #1 - #5			\$1,500	Per application
Peer Review			At cost to be paid by applicant	
<b>Other Permit Fees</b>				
If work has commenced without a permit issued			Double the required permit fee	Per application
Changes to Permit (within 2 years of permit issuance)			50% of the original permit fee	
For Non-Profit Housing developments: DP application fees for non-profit housing developments subject to an affordable housing agreement shall not exceed \$3,000				
<b>Development Variance</b>				
	Zoning Bylaw Variance		\$1,500	Per permit
	Sign Bylaw		\$1,000	Per permit
	Subdivision Servicing Bylaw		\$1,500	Per permit
<b>Flood Plain Exemption</b>				
		Base Fee	\$1,800	Per Request
<b>Temporary Use Permits</b>				
		Base Fee	\$2,000	Per Application
	TUP extensions (if not lapsed and no changes to terms)		\$1,000	Per application
<b>ALR Application to Land Reserve Commission</b>				
Landowner application for Exclusion, Subdivision or Non-farm Use			\$1,500	Per application District retains \$300 of fee

District retains \$300				
Landowner application for Inclusion No fee to District			\$1,200	Per application No fees remain with District
<b>Liquor/Cannabis Regulation Branch</b>				
Liquor/Food primary			\$2,000	Per request
Liquor/Food Primary - amendment			\$1,000	Per request
Manufacturer (winery, brewery, cidery, distillery)			\$1,500	Per request
Cannabis –Cultivation, production			\$2,000	Per request
Cannabis Retail License			\$2,500	Per request
<b>Phased Development Agreement</b>				
Review of Phased Development Agreements		Base Fee	\$2,500	Per Agreement
		Legal review	At Cost	As required
<b>Miscellaneous</b>				
Road Closure Bylaw			\$3,000	Per Application
Letter of Comfort (OCP/Zoning Confirmation Letter)		Base Fee	\$150	Per request
Letter of Comfort Research required beyond OCP and zoning			\$60/hr.	Per request
Any permit extension (unless specifically stated elsewhere)			\$300	Per permit
Board of Variance			\$600	Per application
Application for Discharge of a Charge on Title			\$150	Per request
Administration Fee, not otherwise defined			\$150	Per request

Street Patio Applications			\$50	Per application
Road Re-namings			\$500	Per application
<b>Refunds</b>				
For OCP or Zoning Bylaw amendment:	Withdrawn in writing by the applicant within 30 days of submission		50%	Of application fee
For OCP and Zoning Bylaw amendment	Withdrawn in writing by the applicant 30 or more days after submission but prior to the public hearing notice being prepared or advertised.		20%	Of application fee
Permit applications	Withdrawn in writing by the applicant prior to consideration by APC or Council.		20%	Of application fee
Subdivision applications	Withdrawn in writing by applicant within 60 days of submission		50%	Of application fee
Subdivision	Withdrawn in writing by the applicant 60 or more days after submission but prior to issuance of the PLR		30%	Of application fee
There are no refunds granted for applications following the preparation of notification, notice of public hearing or any consideration by Council. There are no refunds for subdivision once a PLR has been issued.				
<b>Subdivision</b>				

Consolidate 2 lots or alter property line between 2 lots (no new lots created)			\$750	Per Application
Subdivision Application- Conventional and Bare Land Strata - PLR				
	Subdivision	Base Fee	\$3,000	Per Application
		Incremental Additional fee	\$750	Per lot
PLR Extensions – no change to plan			\$500	Per Request
Changes/amendments to PLR			\$1,000	Per Request
Final approval of a subdivision			\$500	Per Request
Form P			\$3,000	Per request
Form P Amendment			\$1,000	Per Request
Latecomers Agreement Processing Fee			\$2,000	Per Request

FEES AND CHARGES BYLAW NO. 575, 2019 SCHEDULE					
E: FACILITIES					
ITEM	REGULAR FEE		NON-PROFIT FEE <sup>1</sup>		UNIT/DESCRIPTION
	Per Hour	Per Day <sup>2</sup>	Per Hour	Per Day <sup>2</sup>	
Rockwood Lodge					
Entire Lodge	N/A	\$415	N/A	\$310	Only available for whole day. Includes the whole lodge and outdoor garden area.
Dining room	\$17.50	\$125	\$15.50	\$95	Room at the south side of the building, adjacent to kitchen. Includes nine 3' x 3' tables and 24 chairs.
Living room	\$17.50	\$125	\$15.50	\$95	Room at the north side of the building with couch and chairs including access to the two main floor washrooms near the side entrance.
Basement/ Artspace	\$25.50	\$135	\$15.50	\$95	Includes washroom, kitchen and folding tables and chairs.
Commissary Kitchen	\$25.50	\$165	\$20.50	\$125	Main floor.
Upstairs offices	\$18.50 per square foot		\$15.50 per square foot		Per square feet, per annum. Six office spaces on the top level of the house with access to the washroom on the same level.
Main Floor	\$51	\$310	\$41	\$215	Includes dining room, living room, kitchen and two main floor washrooms.
Mission House					
Entire house	\$17.50	\$125	\$15.50	\$95	Entire house including deck and small grass area beside the deck without restricting public access to the park trails.
Entire house with park	\$41	\$265	\$30.50	\$195	Entire house including deck and all of Mission Park

<sup>1</sup> Non-profit is defined as a corporation or an association that conducts business for the benefit of the general public without shareholders and without a profit motive

<sup>2</sup> Day rate is defined as any 10-hour segment of a 24-hour day.

					without restricting public access to the trails, beach access and Chapman Creek lookout.
Seaside Centre					
Hall and kitchen	\$61	\$620	\$30.50	\$310	The entire building with the exception of the Visitor Information Centre Space. Washrooms are shared with the Visitor Information Centre.
Upstairs	\$25.50	N/A	\$20.50	N/A	The upstairs of the building is only available when there are no conflicting rentals in the hall.
Audio video equipment	\$25.50	\$77	\$20.50	\$62	
Audio only	\$20	\$62	\$15.50	\$46	
Hackett Park Stage					Rental includes use of the electrical, changeroom, and outdoor seating area
Private or Commercial Events	\$25.50	\$130	\$10.50	\$52	An example of Private/Commercial use is a birthday party or fitness class.
Admission-based Events	\$61	\$620	\$30.50	\$310	Admission-based events are any events where tickets are sold.
Hackett Park Concession					
Private or Commercial Events	N/A	\$50	N/A	\$40	
Trail Bay Pier					
End of pier	\$15.50		\$10.50		Per hour West side of the end of the pier not restricting access to the float. No deposit on Pier rental.
Equipment					
Tents	\$10.50				Each 10 x 10 tent. Flat rate per booking.
Tables	\$8.50				Per table when additional tables

					are required from offsite
Portable Microphone and Amplifier Rental	\$20	\$62	\$15.50	\$46	
Portable Projector	\$20	\$62	\$15.50	\$46	
Damage/cleaning deposit and other					
Facilities Rental Deposit				\$300	
Parks Rental Deposit				\$250	
Deposit for Receptions				\$500	Large groups and/or weddings, receptions and banquets.
Garbage Removal				\$55	Waste not removed.
Damage or lost equipment				Cost of repair or replacement	Based on damage done and quote for repair or replacement. Includes lost or damaged facility equipment or damage to facility
Cleaning				At cost	Covers cleaning not conducted per rental agreement.
Setup and Takedown				\$55	Labour cost per hour per person for setup, take down and delivery of requested equipment
Fire Suppression Discharge	Tank Refill	Air Canister Refill	Cleaning Fee	Fire Callout	A fee charged upon accidental trigger of fire alarm and/or discharge of fire suppression equipment.
	\$600	\$100	\$200	\$200	
<i>Cancellations must be made in writing a minimum of 7 days prior to the date(s) affected, otherwise full costs will apply.</i>					

<b>FEEES AND CHARGES BYLAW NO. 575, 2019</b> <b>SCHEDULE F: BUILDING PERMIT FEES AND DEPOSITS</b>		
ITEM	DESCRIPTION	FEE
1	The fees for a permit to erect, repair, alter, or add to a building or other structure are:	
1(a)	\$ 0 to \$1,000	\$210.00
1(b)	\$ 1,001 to \$10,000	\$210.00 plus \$16.65 for each \$1,000 or part thereof over \$1,000
1(c)	\$10,001 to \$30,000	\$359.85 plus \$14.30 for each \$1,000 or part thereof over \$10,000
1(d)	\$30,001 to \$50,000	\$645.85 plus \$12.00 for each 1,000 or part thereof over \$30,000
1(e)	\$50,001 to \$100,000	\$885.85 plus \$10.70 for each \$1,000 or part thereof over \$50,000
1(f)	\$100,001 to \$700,000	\$1,420.85 plus \$9.60 for each \$1,000 or part thereof over \$100,000
1(g)	\$700,001 and over	\$7,180.85 plus \$9.25 for each \$1,000 or part thereof over \$700,000
<b><u>EXCEPT THAT:</u></b>		
1(a)	Minimum building permit application fee for a new single-family building	\$580.00
1(b)	Minimum building permit application fee for a new multi-family building	\$3150.00
1(c)	Minimum building permit application fee for a new commercial or industrial building	\$2360.00
1(d)	Minimum building permit application fee for other permits	50% of the estimated building permit fee to a maximum of \$580.00
2	The value of work under a permit shall be the value accepted or determined by the <i>building official</i> , acting reasonably, on the basis of current construction costs confirmed by the <i>building official</i> using the Marshall Swift construction valuation system or other means acceptable to the <i>building official</i> .	

ITEM	DESCRIPTION	FEE
3	Revision of approved plans	\$260.00
4	Demolition of a building:	
4(a)	Single family or two-unit dwelling	\$370.00
4(b)	Other Buildings	\$830.00
5	A permit to move, remove or place a building within or into the District of Sechelt in addition to any permit fees for related construction	\$1082.00
6	Minimum fee per flue payable for the erection, addition, alteration, or repair of a chimney	\$100.00
7	Permit renewals:	
	VALUE	FEE
7(a)	Less than \$3,000	\$105.00
7(b)	Less than \$200,000	\$158.00
7(c)	More than \$200,000	\$420.00
8	Re-inspect construction which has been rejected on two (2) prior inspections	\$290.00
9	For a required permit inspection requested to be done after the hours during which the offices of District of Sechelt are normally open, an inspection charge shall be payable by the owner, based on actual staff costs incurred by the District of Sechelt in making such inspection, including travel time.	Minimum of \$1,050.00
9(a)	Additional fee for construction or occupancy taking place prior to the issuance of a Permit required under this bylaw shall be double the required fee set out in Section 9.	Up to an additional \$10,900.00
10	Occupancy Permit in relation to a change of use where a building permit is not required.	\$820.00
11	Conversion of an unregistered secondary suite into a registered secondary suite	\$290.00
12	NFPA 96 Kitchen Fire Extinguishing System	\$284.00
13	Transfer of owner to an active building permit	\$250.00
14	Preparation of 219 Covenant	\$1,050.00
15	Removal of notice on title	\$105.00
16	Land title search	\$25.00
17	Special inspection	\$290.00

18	Alternative solutions for a complex building		\$1,155.00/per
19	Permit to construct a driveway on a District highway		\$326.00
<b>PERMITS AS SECURITY/DAMAGE DEPOSITS</b>			
Security Deposits required prior to the issuance of a permit:		<b>CONSTRUCTION VALUE</b>	<b>FEE</b>
20(a)	Deposit to erect, alter, repair or add to a building or other structure (Excluding a temporary building or other temporary structure):	\$0 to \$20,000.00	\$0.00
		\$20,001.00 and above	1% of the construction value to a maximum of \$50,000.00
20(b)	Deposit for construction of a new single family dwelling		\$2,625.00
20(c)	Deposit to move, remove or place a building or structure (excluding temporary buildings or temporary structures)		\$10,500.00
20(d)	Deposit to construct a temporary building or other temporary structure		\$2,705.00
20(e)	Demolition damage deposit		\$2,705.00
20(f)	Deposit to occupy a portion of municipal road during construction		\$4,326.00
20(g)	Deposit to construct a driveway, located in highway right-of-way, under a driveway permit		\$2,705.00

<b>FEES AND CHARGES BYLAW NO. 575, 2019</b>		
<b>SCHEDULE G: PLUMBING AND SPRINKLER PERMIT</b>		
ITEM	DESCRIPTION	FEE
1	Minimum fee for a permit	\$68.25
2	Fee for each inspection after the second inspection where, due to non-compliance with the provisions of the Plumbing Code, more than two inspections are necessary	\$275.00
3(a)	Fee for each fixture 'roughed in':	
	1 fixture	\$32.55
	2 fixtures	\$51.95
	3 fixtures	\$73.50
	4 fixtures	\$92.95
	5 fixtures	\$112.35
	Each additional fixture from 6 to 25	\$16.55
	Each additional fixture over 25	\$14.30
3(b)	'Roughed in' Fee includes installation and inspection of installed fixtures.	
3(c)	In addition to the more common plumbing fixtures, hot water storage tanks, automatic washers and built-in dishwashers, backflow preventers, hub drains and floor drains shall be included as fixtures.	
4	Fee for each water service:	
	Up to 2 inches in diameter per 20m section	\$71.40
	Over 2 inches in diameter per 20 m section	\$178.50
5	Each sanitary building sewer:	
	Not in excess of 30 m	\$68.00
	Each additional 30 m or part thereof	\$41.00
	For each sewage pump	\$51.50
6	Each storm drainage pump	\$51.50
7	Each maintenance hole	\$32.55
8	Each storm water sump or catch basin	\$32.55
9	Each grease interceptor	\$65.10
10	Each oil interceptor	\$108.15
11	Each storm sewer:	
	Not in excess of 30 m	\$71.40
	Each additional 30 m or part thereof	\$43.25
12	Standpipes, hose valves, Fire Dept. Connection:	
	First hose valve	\$118.65
	Fire Department Connection	\$118.65
	Each additional hose valve	\$32.55
13	Fire Sprinkler installations:	
	Minimum (1 to 10 heads)	\$71.40
	Each additional head from 11 to 50	\$5.15

	Each additional head over 50	\$2.50
14	Hydronic Heating Systems:	
	Residential boiler	\$54.10
	Commercial boiler	\$162.25
	Each zone	\$32.55
15	Solar Domestic Hot Water Heating	\$81.10
16	Alteration of pipes (no fixtures)	\$81.10
17	Connection of lawn sprinkler with backflow preventer	\$81.10
18	Sump, drainage, and sanitary sewer for swimming pool	\$216.30
19	Drainage, Storm and Sump for Single-Family Dwelling	\$183.75
20	Hourly rate for unspecified inspection	\$150.00/hr
21	<p>Refund policy:</p> <p>No fee nor part thereof paid to the District of Sechelt for a plumbing permit shall be refunded if the work authorized by the permit has been commenced, as determined by the Building Official. If the work has not been commenced while the permit is still valid, and the Building Official so certifies, a refund shall be made to the person to whom the permit was issued in an amount not exceeding fifty percent (50%) of the portion of the fee paid on the date of the issuance of the permit. Provided, however, that the application for the refund must be received by the Building Official not later than thirty (30) calendar days after the date of the expiration of the permit. No refund in an amount less than \$35.00 shall be made</p>	

<b>FEES AND CHARGES BYLAW NO. 575, 2019</b>		
<b>SCHEDULE H: Solid Waste</b>		
ITEM	FEE	DESCRIPTION
Annual Solid Waste Collection Charge	\$303	Fee includes pickup of all Solid Waste: Garbage, Recycle & Organics
RV/Sani Dump	\$10	Fee per use of the RV sani-dump
Garbage Bin (Black/Grey)	\$100	Replacement fee charged to property owner due to bin damage
Organics Bin (Green/Black)	\$100	Replacement fee charged to property owner due to bin damage
Recycle Bin (Blue)	\$110	Replacement fee charged to property owner due to bin damage
Organics Bin - Wildlife Resistant (Green/Black)	\$200	Replacement fee charged to property owner due to bin damage
Organics Bin - Wildlife Resistant (Green/Black), located in high wildlife areas	\$100	Replacement fee charged to property owner due to bin damage and located in a neighbourhood with high wildlife activity

<b>FEEES AND CHARGES BYLAW NO. 575, 2019 SCHEDULE I: AIRPORT USER FEES</b>				
ITEM	ANNUAL FEE	ANNUAL FEE	ANNUAL FEE	DESCRIPTION
	2025	2026	2027	
Aircraft Tie-Down Fees:				
Per Day	Free	Free	Free	
Overnight/Per Night	\$12	\$14	\$15	Field tie-down
Per Month	\$50	\$55	\$60	Field tie-down
Annually <i>50% reduction after June 30th</i>	\$550	\$600	\$650	Field tie-down
Vehicle Parking:				
Per Day	Free	Free	Free	
Overnight/Per Night	\$5	\$5	\$5	
Monthly Parking Permit	\$10	\$25	\$40	
Annual Vehicle Parking Permit <i>50% reduction after June 30th</i>	\$100	\$200	\$250	
Fuel	Charged at current market rate			Price will fluctuate with current commodity and market rates
New Airport Lease Agreement	\$150	\$160	\$170	

<b>FEES AND CHARGES BYLAW 575, 2019 SCHEDULE J: FILM PRODUCTION</b>		
CATEGORY	DESCRIPTION	FEE
Film Permit Application Fee – Primary Location	Application made 10 or more days prior to filming	\$310 + GST
Film Permit Application Fee – Primary Location	Application made less than 10 days prior to filming	\$515 + GST
Film Permit Application Fee Auxiliary Locations	Per location	\$103 + GST
Student Film Application	One time only	\$50 + GST
Electrical Use	Daily Rate	\$93 per day
Parking Street Usage Fee	Per block per day	\$260 per day
Garbage Fee	Garbage pickup by DOS Staff	\$210 per hour
Municipal Staff and Services	District staff will record staff hours while on site. This will be billed at the end of filming. Fee's to be deducted from the Damage/Security Deposit.	Actual cost + 10% admin fee
Municipal Parks	Including Hackett Park Stage and Amphitheater	\$900 per day
Municipal Facilities - Rockwood, Seaside, Mission House, and Trail Bay Pier	Daily rental fee, in-line with Seaside Centre of \$600	\$620 per day
Municipal Property – District Hall, Operations Centre, and Works Yard (Dusty Road)	After hours filming if possible (security)	\$310 - \$2060 per day
Additional Parking	Public works yard and upper carpark at Rockwood	\$103 per day
Damage/Security Deposit	Repairs to District Property – Actual cost of repairs – Actual cost of repairs	\$1,000 - \$10,000

Road Closures District of Sechelt		\$1030
RCMP Attendance for Traffic and Pedestrian Safety		\$160 (Per member, per hour)
Fire Department Attendance	Four hour minimum, includes four staff, plus one truck	\$800

FEES AND CHARGES BYLAW NO. 575, 2019 SCHEDULE K: ANIMAL CONTROL		
ITEM	FEE	SENIOR FEE
Unaltered Dog (Unneutered/Unspayed)	\$50/ea	\$30/ea
Altered Dog (Neutered/Spayed)	\$25/ea	\$10/ea
Licence Tag Replacement	\$10	\$5
Nuisance Dog	\$250	No Discount
Aggressive Dog	\$450	No Discount
Registered Service Dog	No Fee	No Fee
<b>IMPOUNDMENT</b>		
<i>The following are the fees to be paid prior to the release of an impounded animal.</i>		
UNLICENCED DOGS	FEE	
First Impoundment in one Calendar Year	\$85, Plus Boarding	
Second Impoundment in one Calendar Year	\$150, Plus Boarding	
Third and Each Successive Impoundment in one Calendar Year	\$300, Plus Boarding	
LICENCED DOGS	FEE	
First Impoundment in one Calendar Year	\$65, Plus Boarding	
Second Impoundment in one Calendar Year	\$95, Plus Boarding	
Third and Each Successive Impoundment in one Calendar Year	\$2000, Plus Boarding	
Boarding Fee (licenced/unlicenced)	\$35/per Day	

<b>FEES AND CHARGES BYLAW NO. 575, 2019</b>		
<b>SCHEDULE L: EVENTS AND VENDING</b>		
ITEM	FEE	DESCRIPTION
Special Event Application Fee (Commercial, Non-Profit/Community, Private)	\$25	Non-Refundable fee due at submission of a special event application form.
Special Event Permit Fee – Municipal Hall/Seaside Centre grounds (Block 7) (Commercial)	\$200	Commercial fee for a special event permit at Block 7.
Special Event Permit Fee – Not Block 7 (Commercial)	\$100	Commercial fee for a special event permit for any location except Block 7.
Special Event Permit Fee (Non-Profit)	\$10	Registered non-profit society fee for a special event permit at any location.
Special Event Permit Fee (Private)	\$100	Special event permit fee for non-commercial, non-registered groups at any location.
Stationary Food Vendor Permit – Seasonal	\$200/mo	Includes sale of food and non-alcoholic beverages on approved vending pads at certain District owned locations or private property.
Stationary Vendor Permit – Seasonal	\$200/mo	Includes sale of non food items on approved vending pads at certain District owned locations or private property.
Roaming Food Vendor Permit – General	\$100/mo	Includes sale of food and non-alcoholic beverages from a vehicle that stops only for the period of time necessary to make a sale.
Roaming Vendor Permit – General	\$100/mo	Includes sale of non-food items from a vehicle that stops only for the period of time necessary to make a sale.
Daily Vendor Permit	\$25/day	Park Vending Program Application Fee also applies
Park Vending Program Application Fee	\$50/ea	
Damage, Clean-up & Waste Control	At cost	
Padlock Replacement Fee	\$100/ea	
Barricade or Extra Garbage Can	\$25/per	A service to lend barricades or extra garbage cans for events.

	item	
Electricity Fee	\$75/mo	The monthly rate will be pro-rated for daily use.
Banner Installation and Removal	\$40/per	A service to install and remove banners for events. The fee will be charged for initial installation, plus each time the banner needs to be removed for repairs and then re-installed.
Banner Installation and Removal (Non-profit rate)	\$25/per	A service to install and remove banners for events. The fee will be charged for initial installation, plus each time the banner needs to be removed for repairs and then re-installed.

<b>FEES AND CHARGES BYLAW NO. 575, 2019</b>		
<b>SCHEDULE M: BUSINESS LICENCING</b>		
ITEM	FEE	UNIT/DESCRIPTION
Basic Business Licence Fee	\$150	Applies to all business categories listed in Business Licence Bylaw No. 520, 2012, and its amendments. Non-refundable.
Non-Profit Business Licence Fee	\$1	Applies to all non-profit businesses.
Multiple Business Licence Fee	\$150	For a single business that provides goods or services in two or more of the classifications.
Inter-Community Business Licence Fee	\$75	For a single business that provides goods or services in two or more communities, including the shíshálh Nation, Town of Gibsons and District of Sechelt, in accordance with Inter-Community Business Licence Bylaw No. 549, 2015, and its amendments.
Short Term Rental Application Fee	\$200	Applies to all new short term rental business licence applications, and requests for changes to location, owner or other licence particulars, for business categories listed in Business Licence Bylaw No. 520, 2012, and its amendments. Non-refundable.
Short Term Rental Business Licence – Type 1: Principal Residence	\$500*	Rooms in a house, in accordance with Business Licence Bylaw No. 520, 2012, and its amendments.
Short Term Rental Business Licence – Type 2: Self-Contained Suite on Principal Residence Property	\$900*	Separate suites in the principal residence or external to the principal residence up to a maximum of one, in accordance with Business Licence Bylaw No. 520, 2012, and its amendments.
*Short Term Rental Business Licence issued after July 31 <sup>st</sup> in a calendar year for either Type 1 or Type 2 reduced by 25%		

<b>FEES AND CHARGES BYLAW NO. 575, 2019 SCHEDULE N: Harbour Fees</b>		
<b>Vessel Moorage*</b>	<b>2025</b>	<b>2026</b>
1. Daily Commercial Fishing Vessel rate (per foot)	\$1	\$1.25
Daily Recreation/Other Vessel rate (per foot)	\$1.25	\$1.50
Monthly Commercial Fishing Vessel rate (per foot)	\$4	\$4.50
Monthly Recreation/Other Vessel rate (per foot)	\$7.50	\$8
Temporary Wharfhead moorage rate (per day)	\$60	\$75
Search and Rescue (per month)	\$75	\$90
* 5% discount will be applied on moorage paid three months or more in advance		
<b>Shore Power</b>	<b>Per day</b>	<b>Per month</b>
2. 15 amp	\$2.50	\$35
a) 30 amp	\$5	\$45
b) Miscellaneous	<b>2025</b>	<b>2026</b>
3. Boat Launch (per combined in and out)	\$5	\$5
a) Amenity fee for vessels moored longer than 30 days	\$10	\$10
b) Derrick rental rate, per use	\$10	\$10
c) Holding tank pump-out	Free	Free
d) Commercial launch fees (annual)	\$150	\$175
e) Parking Rates	<b>2025</b>	<b>2026</b>
4. Vehicle: 6am – 6pm	\$4	\$5
a) Vehicle: 24 hour period	\$10	\$11
b) Vehicle with Trailer: 6am – 6pm	\$8	\$10

c) Vehicle with Trailer: 24h period	\$20	\$22
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<b>FEES AND CHARGES BYLAW NO. 575, 2019</b>			
<b>SCHEDULE O: ENGINEERING &amp; OPERATIONS FEES</b>			
CATEGORY	DESCRIPTION	FEE	FEE UNIT/DESCRIPTION
<b>Servicing Agreements</b>			
Base Application Deposit		\$3,000	per application
Incremental Additional Application Deposit	Subdivision	\$500	per lot
	Multi-Unit Residential Development	\$100	per unit
	Commercial/Industrial/Institutional	\$500	per Ha
Base and additional fee combined shall not exceed \$15,000			
Administration Fee	Value of construction costs (estimated or quote of successful contractor)	5%	of first \$200,000
		4%	of next \$250,000
		3%	on remainder
The amounts deposited for the application shall be applied to the Administration Fee			
External Design Review		at cost	
Security Deposit	Value of construction costs (estimated or quote of successful contractor)	110%	of total cost
Maintenance Deposit	Value of construction costs (estimated or quote of successful contractor)	15%	of first \$200,000
		10%	on remainder
Minimum maintenance bond shall be two thousand five hundred dollars (\$2,500)			
Drawing Review Fee	Each drawing review in excess of 3	\$500	per review
Survey Monument Fee		\$1,500	per servicing agreement
<b>Latecomers Agreements</b>			
Base Application Fee		\$1,000	per service
<b>Miscellaneous Permits</b>			
Right-of-Way Work Permit		\$200	per application
Driveway Access Permit		\$300	per application
Sewer Connection Permit		\$300	per application
Pavement Cut Restoration	Road aged <5 years	\$25	per m <sup>2</sup> road cut
	Road aged 5 years or older	\$15	per m <sup>2</sup> road cut
Blasting Permit		\$250	per application
Blasting Permit	Renewal	\$100	per renewal
Sewer Connection Permit		\$500	per application

Permit Deposits			
Driveway Access Permits	Ditch/culvert	\$2,500	per application
	Curb & gutter without sidewalk	\$3,000	per application
	Curb & gutter with sidewalk	\$5,000	per application
Sewer Connection Permit		\$5,000	per application
Sewer Connection Permit	For connections through Ministry of Transportation and Transit right of way	\$10,000	per application
Right-of-Way Work Permit	Potential for remedial work is required	\$5,000	per application

**FEE AND CHARGES BYLAW NO. 575, 2019**  
**SCHEDULE P: ELECTRIC VEHICLE CHARGING STATIONS**

ITEM	FEE	UNIT/DESCRIPTION
Level 2 Charging	\$.28/kwh	Until vehicle is fully charged.
Level 2 Charging	\$5.00	Per hour, after fully charged.
Grace Period	30 Minutes	Following a full charge, 30 minutes are free to move vehicle from space.