

**VILLAGE OF PEMBERTON
BYLAW No. 923, 2022**

A bylaw to amend Village of Pemberton Fees and Charges Bylaw No. 905, 2021

The Council of the Village of Pemberton, in open meeting assembled, **ENACTS AS FOLLOWS:**

PART 1: CITATION

1. This bylaw may be cited for all purposes as the “Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Fee Waivers) Bylaw No. 923, 2022”.

PART 2: INTERPRETATION

2. In this Bylaw, a reference to a statute, regulation, or enactment refers to that enactment as amended or replaced from time to time.

PART 3: APPLICATION

- 3(1) Village of Pemberton Fees and Charges Bylaw No. 905, 2021, is amended as follows:
 - a) Schedule G, Development Procedures, is struck out and a new Schedule G is inserted in its place.
 - b) Schedule N, Public and Private Sewer Usage Connection, is struck out and a new Schedule N is inserted in its place.
 - c) Schedule R, Water Service Connections and Outdoor Water Use, is struck out and a new Schedule R is inserted in its place.
 - d) Schedule T, Building, is struck out and a new Schedule T is inserted in its place.
 - e) Schedule U, Parking and Traffic Control, is inserted.
 - f) Schedule V, Street Naming and Civic Addressing, is inserted.

PART 4: SCHEDULE

- 4(1) Schedules G, N, R, T, U and V are attached to and form part of this Bylaw.

READ A FIRST TIME this 8th day of March, 2022.

READ A SECOND TIME this 8th day of March, 2022.

READ A THIRD TIME this 8th day of March, 2022.

ADOPTED this 5th day of April, 2022.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

SCHEDULE G - DEVELOPMENT PROCEDURES

1. The following fees, charges, and deposits apply to development permits and services:

Application Type	Non-Refundable Application Fee		Public Notification Fee	Water and Sanitary Servicing Model Analysis Deposit
<i>Official Community Plan & Zoning Bylaw Amendment</i>	\$1200.00	Residential + \$250.00 for each additional lot or dwelling unit in excess of the first ten (10) lots or dwelling units proposed	All Other Uses + \$250.00 for each additional 100 m2 of floor area in excess of the first 1000.00 m2	Water: \$3000.00 Sanitary: \$3000.00 *additional expenses may be required depending on the complexity of the required analysis
<i>Official Community Plan Bylaw Amendment</i>	\$900.00			
<i>Zoning Bylaw Amendment</i>	\$900.00			
Major Development Permit for Form and Character	\$900.00			
Minor/Major Development Permit for Environmental Protection	\$600.00			
Minor Development Permit for Land Constraints	\$400.00			
Minor Development Permit for Enhancement of Agriculture	\$400.00			
Major Development Permit Renewal	\$200.00			
Minor Development Permit	\$360.00			
Minor Development Permit Renewal	\$200.00			
Development Variance	\$450.00			
Temporary Use Permit	\$500.00		\$500.00	
<i>Subdivision</i>	\$500.00	+ \$150.00 for each additional lot created		
Bare Land Strata	\$500.00			
Strata Title Conversion	\$500.00			
Tentative Approval Letter Extension	\$200.00			
Discharge of a Covenant	\$200.00			
Cost Recovery	Staff and Contractor Time Expenses		Admin Fee	Total
Applies to all applications.	The cost of additional time spent processing applications above the application fee deposit will be recovered based on actual costs for <i>Village of Pemberton</i> staff and contractor time.		10% administration fee is added to the Cost Recovery Fee based on staff and contractor expenses.	Staff & Contractor Expenses at cost + 10% Admin Fee = Total Cost Recovery Fee

2 (1) Council may by resolution, waive, reduce, or refund any Schedule G fees and charges when the applicant seeks approval for:

- (a) not-for-profit or affordable rental housing, including supportive living housing;
- (b) not-for-profit or affordable equity/fee simple housing, provided that the affordability is maintained over time;

- (c) for-profit affordable rental housing; or
- (d) development for use by a not-for-profit society, provided that the use by the not-for-profit society is maintained over time.

2 (2) Council may, by resolution, establish the conditions or requirements that must be met to obtain a waiver, reduction, or refund of fees.

SCHEDULE N – PUBLIC AND PRIVATE SEWER USAGE

1. The following fees, charges, and deposits apply to public and private sewer connection permits, inspections, and services:

DESCRIPTION	FEE
SINGLE OCCUPANCY	
CONNECTION AT PROPERTY LINE	\$500
MULTIPLE OCCUPANCY	
PER UNIT, CONNECTION AT PROPERTY LINE	\$200
MINIMUM FEE	\$500
INSPECTION	
INSPECTION OF HOLDING TANK CONSTRUCTION	\$250
IF INSTALLATION OF SERVICE PIPE FROM SANITARY SERVICE MAIN TO LOT BOUNDARY IS REQUIRED	
CONNECTION	ACTUAL COST** PLUS \$250
DEPOSIT	200% OF ESTIMATED COST OF INSTALLATION
**COST TO INCLUDE ENGINEERED DESIGN AND SUPERVISION IF APPLICABLE	
NOTE: THE ABOVE FEES WILL BE WAIVED IF THE CONNECTION AND THE SEWER MAIN ARE LOCATED ON THE PROPERTY WITHIN A STATUTORY RIGHT-OF-WAY OR IF THE SEWER WAS INSTALLED AT THE DEVELOPER'S COST PRIOR TO THE DATE OF ADOPTION OF BYLAW NO. 363, 1994.	

- 2 (1) Council may by resolution, waive, reduce, or refund any of the above Schedule N fees and charges when the applicant seeks approval for:
- (a) not-for-profit or affordable rental housing, including supportive living housing;
 - (b) not-for-profit or affordable equity/fee simple housing, provided that the affordability is maintained over time;
 - (c) for-profit affordable rental housing; or
 - (d) development for use by a not-for-profit society, provided the use by the not-for-profit society is maintained over time.
- 2 (2) Council may, by resolution, establish the conditions or requirements that must be met to obtain a waiver, reduction, or refund of fees.

SCHEDULE R – WATER SERVICE CONNECTIONS AND OUTDOOR WATER USE

1. The following fees, charges, and deposits apply to water connections and water use, inspections, and services:

DESCRIPTION	FEE
PROPERTIES INSIDE VILLAGE BOUNDARIES EXCLUDING INDUSTRIAL PARK	
CONNECTION FEE, RESIDENTIAL SINGLE OCCUPANCY	GREATER OF \$500.00 OR COST PLUS 15%
CONNECTION FEE, RESIDENTIAL MULTIPLE OCCUPANCY	GREATER OF \$200 PER UNIT OR COST PLUS 15%; MINIMUM FEE \$500
CONNECTION FEE, COMMERCIAL/INDUSTRIAL	
¾" SERVICE	GREATER OF \$500 OR COST PLUS 15%
1" – 4" SERVICE	GREATER OF \$2,500 OR COST PLUS 15%
GREATER THAN 4" SERVICE	GREATER OF \$4000.00 OR COST PLUS 15%
ADDITIONAL FEES IF WATER LINE MUST BE EXTENDED FROM MAIN LINE TO PROPERTY LINE, IF PAVEMENT, TUNNEL, SIDEWALK OR BOULEVARD TO BE CUT, OR IF WINTER OR INCLEMENT WEATHER AFFECTS THE WORK	ESTIMATE OF ADDED COST OF ALL PARTS, LABOUR, AND MATERIALS, PAID IN ADVANCE*
DISCONNECTION FEE (MINIMUM 48 HOURS NOTICE REQUIRED)	\$100.00
RECONNECTION FEE (WATER CONNECTION APPLICATION REQUIRED)	\$100.00
PROPERTIES IN THE INDUSTRIAL PARK**	
CONNECTION FEE, RESIDENTIAL SINGLE OCCUPANCY	GREATER OF \$500.00 OR COST PLUS 15%
CONNECTION FEE, RESIDENTIAL MULTIPLE OCCUPANCY	GREATER OF \$200 PER UNIT OR COST PLUS 15%; MINIMUM FEE \$500
CONNECTION FEE, COMMERCIAL/INDUSTRIAL	
¾" SERVICE	GREATER OF \$500 OR COST PLUS 15%
1" – 4" SERVICE	GREATER OF \$2,500 OR COST PLUS 15%
GREATER THAN 4" AND UP TO 6" SERVICE	GREATER OF \$4000.00 OR COST PLUS 15%

ADDITIONAL FEES IF WATER LINE MUST BE EXTENDED FROM MAIN LINE TO PROPERTY LINE, IF PAVEMENT, TUNNEL, SIDEWALK OR BOULEVARD TO BE CUT, OR IF WINTER OR INCLEMENT WEATHER AFFECTS THE WORK	ESTIMATE OF ADDED COST OF ALL PARTS, LABOUR, AND MATERIALS, PAID IN ADVANCE*
DISCONNECTION FEE (48 HOURS NOTICE REQUIRED)	\$100.00
RECONNECTION FEE (WATER CONNECTION APPLICATION REQUIRED)	\$100.00
<p>*Any excess shall be refunded, and any shortfall shall be charged to the applicant. ** Service is available for industrial, commercial, or residential use only; size of service to each property will be at the sole discretion of the Works Foreman. Connection fees are payable at the time of application.</p>	
RESIDENTIAL PROPERTIES OUTSIDE VILLAGE BOUNDARIES ADJACENT TO MUNICIPAL INFRASTRUCTURE	
<p>CONDITIONS OF SERVICE:</p> <ol style="list-style-type: none"> 1. Service is available for domestic or residential use only; 2. The size of service to each property is restricted to one 1-inch (25mm) connection per residential dwelling; 3. <i>Residential dwelling</i> means a self-contained unit with a separate entrance and intended for year-round occupancy; 4. The property owner shall provide irrevocable consent and support for boundary extension to include the subject property provided through a covenant registered on title of the property that will allow for service to be terminated if consent is withheld; 5. The following works will be undertaken by the owner of the property requesting the connection and all associated costs shall be the responsibility of owner: <ol style="list-style-type: none"> a. supply and installation of all parts, labour, and materials including but not limited to: <ol style="list-style-type: none"> i. a radio-read, in-ground meter installed at the property line; ii. curb stop; and iii. degal box; b. if applicable, additional costs for sidewalk and/or pavement repairs; and c. all costs for upsizing the water line if required by the Village; 6. Connection fees are payable on application and include the cost of inspection and a lump sum payment roughly equivalent to the present value of the cost of currently amortized water system infrastructure as well as a prorated share of the estimated cost of infrastructure proposed to be constructed/installed in the next five years (2009 to 2013); 7. An 'as-built' drawing, satisfactory to the Works Manager, must be filed with the Village and a final inspection must be conducted and approved by the Works Manager before the connection can be backfilled and the water turned on. 8. Any connection that is backfilled without a Village inspection will have to be reopened at the cost of the owner for inspection; 9. Non-conforming connections, including unfinished remedial work, may be rectified by the Village at the cost of applicant; 10. The property owner will protect and save harmless the Village of Pemberton from all claims and damages caused by leaking water, the bursting of pipes or any other damages in relation to this agreement; and 11. The Village reserves the right to inspect the property and/or residence for any unauthorized use of water and will provide 24 hours notice to the property owner in advance of any inspection. 	
CONNECTION FEE	\$5,395
INSPECTION FEE	\$500
TEMPORARY WATER CONNECTION (HYDRANT)	

PERMIT	\$50.00
DAMAGE DEPOSIT	\$500.00
SURCHARGE FOR UNPERMITTED CONNECTION	\$200.00
WATER RATE, WEEKLY	SEE WATER REGULATION CONNECTION AND RATES BYLAW NO. 232, 1989
CROSS CONNECTION CONTROL DEVICE RENTAL. PER DAY	\$35.00
DAMAGE DEPOSIT	\$1,200.00
OUTDOOR WATER USE	
PERMIT	\$30.00

2 (1) Council may by resolution, waive, reduce, or refund any of the above Schedule R fees and charges when the applicant seeks approval for:

- (a) not-for-profit or affordable rental housing, including supportive living housing;
- (b) not-for-profit or affordable equity/fee simple housing, provided that the affordability is maintained over time;
- (c) for-profit affordable rental housing; or
- (d) development for use by a not-for-profit society, provided the use by the not-for-profit society is maintained over time.

2 (2) Council may, by resolution, establish the conditions or requirements that must be met to obtain a waiver, reduction, or refund of fees.

SCHEDULE T – BUILDING

1. The following fees, charges, and deposits apply to services that are or may be provided under Building Bylaw No. 912, 2021:

Fee Type	Fee	Unit
Building Permit Fees		
Building permit; pool permit; pond permit*	\$10.00	/ \$1,000 of cost of construction or fraction thereof up to \$100,000
	\$7.00	/ \$1,000 of cost of construction or fraction thereof in excess of \$100,000
	\$100	minimum fee per permit
Penalty if Work Without Permit or Stop Work notice issued prior to issuance of permit	\$1,000	permit
Other Permit Fees		
Excavation permit	\$250	building or structure
Foundation permit	\$250	building or structure
Demolition permit	\$160	building or structure
Relocation permit (plus cost of capping off Village services)	\$160	building or structure
Solid fuel burning appliance permit	\$75	appliance
Fire suppression system permit	\$3	sprinkler head
	\$75	minimum fee per system
Fire detection and alarm system permit	\$75	system
Plumbing permit	\$15	fixture
	\$90	minimum fee per permit
Masonry permit	\$75	flue
Plan Processing Fee**		
Standard building	\$300	permit
Complex building	25% of permit fee	permit
Farm building	\$150	permit
Tenant improvement or building permit if cost of construction of proposed work is less than \$30,000	\$75	permit
INSPECTION FEES		
Re-inspection and special inspection	\$100	inspection
ADMINISTRATIVE AND MISCELLANEOUS FEES		
Professional design fee reduction if all aspects of the building or structure are certified in compliance with the Building Code	-5% of permit fee to a	permit

Fee Type	Fee	Unit
and final Schedule Cs for all disciplines are submitted prior to occupancy	maximum of \$500	
Preparation and registration of covenants and other legal documents	\$100 + costs + 10%	document
Building Regulation Notice Against Title (Land Title and Survey Authority) Notice application/removal and administrative and registration fees	Greater of \$500 or cost + 10%	notice
Review of proposed alternative solution, in-house	\$100 + applicable taxes	hour; minimum 1 hour
Review of proposed alternative solution by third party	\$100 + costs + 10%	review
Miscellaneous services not otherwise listed	\$100 + applicable taxes	hour; minimum ¼ hour
Provisional occupancy permit	\$150	permit
Transfer of a permit to another person	\$100	permit
Building permit extension	\$100	permit
Plan revision after submission of building permit application	\$100 + applicable taxes	hour; minimum ¼ hour
SECURITY DEPOSITS		
Security deposit for site services as-built drawings	\$1,000	building permit
Security deposit for foundation permit	\$1,000	permit
Security deposit for work proposed on lands within 10 metres of Village works, detached or duplex	\$2,500	permit
Security deposit for work proposed on lands within 10 metres of Village works, multi-family residential	\$1,000	unit
Security deposit for work proposed on lands within 10 metres of Village works, other than residential	\$5,000	permit
Repair to damaged Village works	Costs + 10% + applicable taxes	

*See definition of *cost of construction*, Building Bylaw No. 912, 2021

** Non-refundable fee due at time of application.

2 (1) Council may by resolution, waive, reduce, or refund any Schedule T fees and charges when the applicant seeks approval for:

- (e) not-for-profit or affordable rental housing, including supportive living housing;
- (f) not-for-profit or affordable equity/fee simple housing, provided that the affordability is maintained over time;
- (g) for-profit affordable rental housing; or
- (h) development for use by a not-for-profit society, provided that the use by the not-for-profit society is maintained over time.

2 (2) Council may, by resolution, establish the conditions or requirements that must be met to obtain a waiver, reduction, or refund of fees.

SCHEDULE U – PARKING & TRAFFIC CONTROL

1. The following fees and charges apply to parking and traffic control:

DESCRIPTION	FEE
TOWING AND IMPOUNDMENT	ACTUAL COST
ADMINISTRATIVE FEE	\$25.00

SCHEDULE V – STREET NAMING AND CIVIC ADDRESSING

1. The following fees and charges apply to street naming and civic addressing:

DESCRIPTION	FEE
STREET RENAMING APPLICATION FEE	\$150.00
CIVIC ADDRESS CHANGE APPLICATION FEE	\$150.00
PUBLIC INFORMATION SESSION	ACTUAL COST*
DESIGN, FABRICATION, AND INSTALLATION OF NEW STREET SIGNS	ACTUAL COST*

*Actual cost includes materials, contract costs, staff wages and benefits, plus 10% administrative fee.