



EXPLANATORY MEMO

FEES AND CHARGES AMENDMENT BYLAW 2837, AMENDMENT NO 31, 2021 BYLAW NO. 3198

PURPOSE:

To amend the Fees and Charges Bylaw to update:

- Schedule 2 – Administrative Fees (FOI rates, Mapping Fees, Finance charges, RCMP Criminal Records and Fingerprinting, Police Waivers)
- Schedule 3 – Animal Control (Dog Licence Fees),
- Schedule 4 – Building Permit Fees & Charges (Application and Building Permit Fees, building moves, demolition permits, alternate solution reports, plumbing and fire suppression system fees),
- Schedule 5 – Business Licence Fees (Business Licence Fee),
- Schedule 7 – Engineering and Film Services Fees (Filming / RCMP Officer and Clerical),
- Schedule 8 – Fire Protection and Safety Fees (Review of Fire Safety Plans),
- Schedule 10 – Parks, Facilities and Special Events Fees (PRAC fee and external trainer fee),
- Schedule 11 – Planning, Land & Development Fees (Development Permit, Zoning Bylaw Amendment, Official Community Plan Amendment).

A review was undertaken of the various fees and charges to ensure that they have been incremented for inflation that has occurred over the time since the original charges were introduced.

A detailed listing of the changes included below for reference.

	Previous	New	\$ Change	% Change
Schedule 2 - Administration Fees				
<i>Mapping Data:</i>				
Labour (Per hour - min 1/2 hour)	\$ 50.00	\$ 60.00	\$ 10.00	20%
CD or DVD	\$ 15.00	\$ 15.00	\$ -	0%
USB Drive	\$ -	\$ 25.00	\$ 25.00	*NEW
Mortgage Company Property Tax Listing	\$ 10.00	\$ 12.00	\$ 2.00	20%
Property Tax Certificate, (Non-Owner Request)	\$ 35.00	\$ 40.00	\$ 5.00	14%
Property Tax Certificate, (Online Request)	\$ 25.00	\$ 40.00	\$ 15.00	60%
Refund processing fee	\$ 20.00	\$ 25.00	\$ 5.00	25%
Criminal Record Search	\$ 60.00	\$ 65.00	\$ 5.00	8%
Criminal Record Search (Student)	\$ 20.00	\$ 25.00	\$ 5.00	25%
Finger Printing	\$ 60.00	\$ 65.00	\$ 5.00	8%
Police Certificates/ Waivers	\$ 60.00	\$ 65.00	\$ 5.00	8%
<i>FOI copying records:</i>				
USB Drive	\$ -	\$ 25.00	\$ 25.00	*NEW
CDs and DVDs, recordable or rewritable	\$ 4.00	\$ 15.00	\$ 11.00	275%
Schedule 3 - Animal Control				
Male / Female Dog - regular	\$ 90.00	\$ 96.00	\$ 6.00	7%
Male / Female Dog - discounted < Feb 1	\$ 70.00	\$ 75.00	\$ 5.00	7%
Male / Female Dog - senior owner	\$ 90.00	\$ 96.00	\$ 6.00	7%
Male / Female Dog - sr owner - Discounted	\$ 35.00	\$ 37.00	\$ 2.00	6%
Neutered / Spayed Dog - regular	\$ 45.00	\$ 48.00	\$ 3.00	7%
Neutered / Spayed Dog - discounted < Feb 1	\$ 35.00	\$ 37.00	\$ 2.00	6%
Neutered / Spayed Dog - sr owner	\$ 45.00	\$ 48.00	\$ 3.00	7%
Neutered / Spayed Dog - sr owner discount	\$ 20.00	\$ 21.00	\$ 1.00	5%
Dangerous Dog	\$ 450.00	\$ 480.00	\$ 30.00	7%
Aggressive Dog	\$ 225.00	\$ 265.00	\$ 40.00	18%
Schedule 4 - Building Permit Fees & Charges				
<i>Application:</i>				
Single Family Dwelling	\$ 140.00	\$ 154.00	\$ 14.00	10%
Multi-Family, Commercial, Industrial (alt)	\$ 140.00	\$ 154.00	\$ 14.00	10%
Plumbing	\$ 70.00	\$ 77.00	\$ 7.00	10%
Fire Sprinkler System	\$ 70.00	\$ 77.00	\$ 7.00	10%
All Other Permits	\$ 140.00	\$ 154.00	\$ 14.00	10%
<i>Building Permit Fees:</i>				
\$0 - \$1,0000	\$ 140.00	\$ 154.00	\$ 14.00	10%
\$10,001 - \$50,000	Plus \$ 9.60	\$ 10.56	\$ 0.96	10%
\$50,001 - \$100,000	Plus \$ 9.30	\$ 10.23	\$ 0.93	10%
\$100,001 - \$500,000	Plus \$ 8.75	\$ 9.63	\$ 0.88	10%
\$500,001 - over	Plus \$ 8.50	\$ 9.35	\$ 0.85	10%

		Previous	New	\$ Change	% Change
<i>Miscellaneous Fees:</i>					
Building Moves within	per km	\$ 0.55	\$ 0.59	\$ 0.04	7%
	Plus	\$ 136.00	\$ 154.00	\$ 18.00	13%
	Additional	\$ 9.50	\$ 10.56	\$ 1.06	11%
Building Moves outside the City		\$ 140.00	\$ 154.00	\$ 14.00	10%
Transfer or renewal		\$ 140.00	\$ 154.00	\$ 14.00	10%
Demolition Permit		\$ 140.00	\$ 154.00	\$ 14.00	10%
Re-inspection Fee		\$ 70.00	\$ 77.00	\$ 7.00	10%
Base Plumbing Permit Fee		\$ 70.00	\$ 77.00	\$ 7.00	10%
Fire Suppression Sprinkler System		\$ 70.00	\$ 77.00	\$ 7.00	10%
Schedule 5 - Business Licence Fees					
Automatically increases 3% per year - Schedule in bylaw was from 2018, so updated to 2022					
Non-resident		\$ 188.00	\$ 202.50	\$ 14.50	8%
Mobile Vendor		\$1,450.00	\$ 1,563.00	\$ 113.00	8%
Food Primary (restaurant)		\$ 240.00	\$ 259.00	\$ 19.00	8%
Liquor Primary (bars, pubs)		\$5,200.00	\$ 5,605.00	\$ 405.00	8%
Liquor Primary (cabarets, nightclubs)		\$7,350.00	\$ 7,922.00	\$ 572.00	8%
Gaming Activities		\$7,350.00	\$ 7,922.00	\$ 572.00	8%
Personal Health Enhancement Centres		\$7,350.00	\$ 7,922.00	\$ 572.00	8%
Residential Rental Property (certified)		\$ 188.00	\$ 202.50	\$ 14.50	8%
Residential Rental Property (uncertified)		\$ 670.00	\$ 722.00	\$ 52.00	8%
Home Occupation		\$ 188.00	\$ 202.50	\$ 14.50	8%
Newspaper Vending		\$ 188.00	\$ 202.50	\$ 14.50	8%
Newspaper Vending	Plus / box	\$ 29.00	\$ 32.00	\$ 3.00	10%
Donation Drop Box		\$ 188.00	\$ 202.50	\$ 14.50	8%
Donation Drop Box	Plus / box	\$ 100.00	\$ 100.00	\$ -	0%
All other uses		\$ 188.00	\$ 202.50	\$ 14.50	8%
License Application		\$ 60.00	\$ 60.00	\$ -	0%
Schedule 7 - Engineering and Filming Services Fees					
RCMP Staff time (per hour)		\$ 125.00	\$ 150.00	\$ 25.00	20%
RCMP clerical time (per shoot)		\$ 50.00	\$ 52.50	\$ 2.50	5%
Schedule 8 - Fire Protection & Safety Fees					
Review of a new fire safety plan		\$ 100.00	\$ 200.00	\$ 100.00	100%
Review of an existing or amended fire safety plan		\$ 50.00	\$ 75.00	\$ 25.00	50%
Schedule 10 – Parks, Facilities and Special Event Fees					
PRAC - access to games room and fitness track only		\$ 10.00	\$ 20.00	\$ 10.00	100%
External Trainer Annual Pass \$300 or		\$ -	\$ 300.00	\$ 300.00	*NEW
\$90/quarter plus regular admission fees		\$ -	\$ 90.00	\$ 90.00	*NEW
for trainer and client.					

	Previous	New	\$ Change	% Change
Schedule 11 – Planning, Land & Development Fees				
Development Permit	\$2,500.00	\$ 3,000.00	\$ 500.00	20%
Zoning Bylaw Amendment	\$5,000.00	\$ 6,000.00	\$ 1,000.00	20%
Zoning Bylaw Text Amendment	\$ -	\$ 1,000.00	\$ 1,000.00	*NEW
Official Community Plan Amendment	\$3,500.00	\$ 10,000.00	\$ 6,500.00	186%
Maximum of \$12,000 total application fee for each application type.				



**FEEs AND CHARGES BYLAW, 2010, No. 2837,
AMENDMENT No. 31 BYLAW, 2021
No. 3198**

A Bylaw to amend fees and charges for various services offered by the City of Langley.

1. Title

- (1) This bylaw shall be cited as the “Fees and Charges Bylaw, 2010, No. 2837, Amendment No. 31 Bylaw, 2021, No. 3198.”

2. Amendments

- (1) Fees and Charges Bylaw, 2010, No. 2837 is hereby amended by:

(a) Deleting:

Schedule 2 – Administrative Fees, Schedule 3 – Animal Control (Dog Licence Fees), Schedule 4 – Building Permit Fees & Charges (Application Fees, Building Permit Fees, & Miscellaneous Fees, Plumbing Permit and Inspection Fees, Fire Suppression System Fees), Schedule 5 – Business Licence Fees (Business Licence Fees), Schedule 7 – Engineering and Film Services Fees (Filming / RCMP Officer and Clerical), Schedule 8 – Fire Protection and Safety Fees (Review of Fire Safety Plans), Schedule 10 – Parks, Facilities and Special Events Fees (PRAC fee and External Trainer Fee), Schedule 11 – Planning, Land& Development Fees (Development Permit, Zoning Bylaw Amendment and Official Community Plan Amendment)

(b) Inserting a new:

Schedule 2 – Administrative Fees, Schedule 3 – Animal Control (Dog Licence Fees), Schedule 4 – Building Permit Fees & Charges (Application Fees, Building Permit Fees, & Miscellaneous Fees, Plumbing Permit and Inspection Fees, Fire Suppression System Fees), Schedule 5 – Business Licence Fees (Business Licence Fees), Schedule 7 – Engineering and Film Services Fees (Filming / RCMP Officer and Clerical), Schedule 8 – Fire Protection and Safety Fees (Review of Fire Safety Plans), Schedule 10 – Parks, Facilities and Special Events Fees (PRAC fee and External Trainer Fee), Schedule 11 – Planning, Land& Development Fees (Development Permit, Zoning Bylaw Amendment and Official Community Plan Amendment)

attached to and forming part of this bylaw.

3. Severability

If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

4. Force and Effect

This bylaw shall come into force and effect on January 1, 2022.

READ A FIRST, SECOND AND THIRD TIME on this

ADOPTED this

MAYOR

CORPORATE OFFICER

Schedule 2 – Administrative Fees
Fees and Charges Bylaw No. 3198, 2021

Mapping Fees and Computer Information Charges (all fees are subject to applicable taxes)		
Description	Fees	
	Sheet or .pdf file	Book or .pdf file
Arch D Size Sheets (24" x 36") (Scale 1:2000) 8 sheets	\$ 15.00	\$100.00
Arch E Size Sheets (36" x 48") (Scale 1:4000) Entire City	\$ 30.00	n/a
Miscellaneous Documents		
OCP Bylaw	\$ 30.00	
Zoning Bylaw (Consolidated)	\$ 30.00	
Mapping Data		
Digital Files (First MB)	\$100.00	
Digital Files (Additional MB)	\$ 35.00	
Labour (Per hour – minimum one half hour)	\$ 60.00	
CD or DVD	\$ 15.00	
USB Drive	\$ 25.00	
Finance Charges (all fees are subject to applicable taxes)		
Description	Fees	
Mortgage Company Property Tax Listings	\$12.00 per property	
Property Tax Certificate, (Non-Owner Request)	\$ 40.00	
Property Tax Certificate (Owner Request)	No charge	
Property Tax Certificate (Online Request)	\$ 40.00	
Non-sufficient Funds Returned Cheque Fee	\$ 30.00	
Refund Processing Fee	\$ 25.00	
Miscellaneous Charges (all fees are subject to applicable taxes)		
Description	Fees	
Criminal Records Search for an individual (without fingerprinting)	\$ 65.00	
Criminal Records Search for student courses, job experience or practicum	\$ 25.00	
Criminal Records Search for City Employees (without fingerprinting)	No charge	
Criminal Records Search for volunteers of a City organization	No charge	
Fingerprinting	\$ 65.00	
Police Certificates/Waivers	\$ 65.00	
Mural Application Fee	\$100.00	
City Pins	\$ 1.00	

Schedule 2 – Administrative Fees
Freedom of Information and Protection of Privacy Bylaw, 2009, No. 2788

Freedom of Information Request and Copying Charges (all fees are subject to applicable taxes)	
Description	Fees
1. For applicants other than commercial applicants:	
(a) for locating and retrieving a record	\$7.50 per ¼ hour after the first 3 hours
(b) for producing a record manually	\$7.50 per ¼ hour
(c) for producing a record from a machine readable record from a server or computer	\$7.50 per ¼ hour for developing a computer program to produce the record
(d) for preparing a record for disclosure and handling a record	\$7.50 per ¼ hour
(e) for shipping copies	Actual costs of shipping method chosen by applicant
(f) for copying records	
(i) USB Drive	\$25.00 per USB Drive
(ii) CDs and DVDs, recordable or rewritable	\$15.00 per CD or DVD
(iii) computer tapes	\$40.00 per tape, up to 2400 feet
(iv) microfiche	\$ 3.00 per fiche
(v) microfilm duplication	\$25.00 per roll for 16 mm microfilm \$40.00 per roll for 35 mm microfilm
(vi) microfilm to paper duplication	\$ 0.50 per page
(vii) photographs (colour or black and white)	\$ 5.00 to produce a negative \$12.00 each for 16" x 20" photograph \$ 9.00 each for 11" x 14" photograph \$ 4.00 each for 8" x 10" photograph \$ 3.00 each for 5" x 7" photograph
(viii) photographic print of textual, graphic or cartographic record, black and white	\$12.50 each (8" x 10")
(ix) dot matrix, ink jet, laser print, or photocopy, black and white	\$ 0.25 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
(x) dot matrix, ink jet, laser print, or photocopy, colour	\$ 1.65 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
(xi) scanned electronic copy of a paper record	\$ 0.10 each page
(xii) photomechanical reproduction of 105 mm cartographic record/plan	\$ 3.00 each
(xiii) slide duplication	\$ 0.95 each
(xiv) audio cassette tape (90 minutes or fewer) duplication	\$ 5.00 per cassette plus \$7.00 per ¼ hour of recording
(xv) video cassette recorder (VHS) tape (120 ,minutes or fewer) duplication	\$ 5.00 per cassette plus \$7.00 per ¼ hour of recording
2. For commercial applicants:	
For each service listed in section 1	The actual cost of providing that service.

Schedule 3 – Animal Control
Animal Control Bylaw, 2006, No. 2622

Dog Licence Fees (all fees are subject to applicable taxes)				
Description	Regular Fee	Regular Discounted Fee on or before February 1	Senior Citizen Fee (65 years of age or older)	Senior Citizen Discounted Fee on or before February 1
Male/Female Dog	\$ 96.00	\$ 75.00	\$ 96.00	\$ 37.00
Neutered/Spayed Dog	\$ 48.00	\$ 37.00	\$ 48.00	\$ 21.00
Dangerous Dog	\$480.00	\$480.00	\$480.00	\$480.00
Aggressive Dog	\$265.00	\$265.00	\$265.00	\$265.00
Working Dog used to assist the disabled	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00
Description	Other Fees			
Replacement of lost or destroyed licence tag	\$10.00 each			
Transfer of licence under s. 13 or s. 14 of the Animal Control Bylaw	\$10.00 per transfer			

* For each licence issued on or after April 1 of the calendar year, the fee will be pro-rated on a monthly basis, based on the number of months left in the calendar year.

Impound Fees (all fees are subject to applicable taxes)			
Description	Fee		
	1st Impoundment	2nd Impoundment	3rd and Subsequent Impoundment
Unlicensed dogs	licence fee plus \$100.00	licence fee plus \$150.00	licence fee plus \$200.00
Licensed dogs	licence fee plus \$ 25.00	licence fee plus \$100.00	licence fee plus \$200.00
Bulls or Stallions	\$200.00	\$200.00	\$200.00
Other large animals	\$100.00	\$100.00	\$100.00
First Animal	\$ 25.00	\$ 25.00	\$ 25.00
Each Additional Animal	per animal	per animal	per animal
Description	Fee		
Where additional assistance is engaged by the Animal Control Officer to assist in impounding such dogs or large animals, including bulls and stallions	\$50.00 per hour or portion thereof		
Maintenance Fee for each day or part thereof the dog or large animal, including bulls and stallions remains in the Animal Shelter	\$15.00		
Cost of transportation for large animals, including bulls and stallions, from the place of seizure to the place designated by the Animal Control Officer for their impoundment	Actual Cost		

Schedule 3 – Animal Control
Animal Control Bylaw, 2006, No. 2622

Dangerous Dog Impound Fees (to be paid at time of reclamation of Dangerous Dog) (all fees are subject to applicable taxes)			
Description	Fee		
	1st Impoundment	2nd Impoundment	3rd and Subsequent Impoundment
Unlicensed dangerous dog	licence fee plus \$1,000.00	licence fee plus \$2,000.00	licence fee plus \$5,000.00
Licensed dangerous dog	\$1,000.00	\$2,000.00	\$5,000.00
Description	Fee		
Dangerous dog that has caused injury to a person or a domestic animal	\$5,000.00 plus all other applicable fees		
Transportation of dangerous dog from place of seizure to place of impoundment	\$100.00		
Where additional assistance is engaged by the Animal Control Officer to assist in impounding such dogs or large animals, including bulls and stallions	\$50.00 per hour or portion thereof		
Maintenance Fee for each day or part thereof the dangerous dog remains in the Animal Shelter	\$20.00 per day or portion thereof		
All extraordinary costs incurred by the Animal Control Officer in course of impounding the dangerous dog	Actual Cost		
Aggressive Dog Impound Fees (to be paid at time of reclamation of Dangerous Dog) (all fees are subject to applicable taxes)			
Description	Fee		
	1st Impoundment	2nd Impoundment	3rd and Subsequent Impoundment
Unlicensed aggressive dog	licence fee plus \$200.00	licence fee plus \$500.00	licence fee plus \$1,000.00
Licensed aggressive dog	\$200.00	\$500.00	\$1,000.00
Description	Fee		
Where additional assistance is engaged by the Animal Control Officer to assist in impounding such dogs or large animals, including bulls and stallions	\$50.00 per hour or portion thereof		
Maintenance Fee for each day or part thereof the dangerous dog remains in the Animal Shelter	\$20.00 per day or portion thereof		
All extraordinary costs incurred by the Animal Control Officer in course of impounding the dangerous dog	Actual Cost		

Schedule 3 – Animal Control
Animal Control Bylaw, 2006, No. 2622

Other Fees (all fees are subject to applicable taxes)	
Description	Fee
Fee to destroy or otherwise dispose of a dog delivered to the Animal Shelter	\$150.00
Fee to pick up and destroy or otherwise dispose of a dog	\$200.00

Schedule 4 – Building Permit Fees & Charges
 Building and Plumbing Regulation Bylaw, 2003, No. 2498

Application Fees (all fees are subject to applicable taxes)	
Application Type	Fees
Single Family Dwellings (new dwellings, additions, alterations, renovations)	\$ 154.00
Multi-Family, Commercial, Industrial and Institutional New Buildings or Additions	\$2,200.00
Alteration, Renovations or Tenant Improvements	\$ 154.00
Plumbing Permit (where there is no separate building permit required)	\$ 77.00
Fire Sprinkler System	\$ 77.00
All Other Permits	\$ 154.00
Building Permit Fees Based on Construction Value* (all fees are subject to applicable taxes)	
Construction Value	Fees
\$0 - \$10,000	\$154.00
\$10,001 - \$50,000	\$154.00 plus \$10.56 for each \$1,000 or part thereof over \$10,000
\$50,001 - \$100,000	\$576.00 plus \$10.23 for each \$1,000 or part thereof over \$50,000
\$100,001 - \$500,000	\$1,088.00 plus \$9.63 for each \$1,000 or part thereof over \$100,000
\$500,001 and over	\$4,940.00 plus \$9.35 for each \$1,000 or part thereof over \$500,000

*(a) The value of the work includes excavation and site preparation.

*(b) The permit fee is doubled if the work is commenced prior to the issuance of the permit.

*(c) The permit fee, for repairs for water penetration damage to a multi-family residential building built between 1983 and 1998, is zero(0).

*(d) The permit fee is reduced by 10% to a maximum of \$250.00, if a registered professional certifies Building Code compliance.

Refunds for Permit Fees listed in Schedule 4:

(a) The City may issue a refund of:

(i) 100% if the person who has paid the permit fee applies for the refund in writing before the City has issued the permit;

(ii) 50% if the person who has paid the permit fee applies for the refund in writing after the City has issued the permit.

Miscellaneous Fees (all fees are subject to applicable taxes)	
Description	Fees
Building Moves within and into the City	\$ 220.00 plus travel to inspection site outside of the City at \$0.59 per kilometre, plus \$154.00 for the first \$10,000 of construction value and \$10.56 for each additional \$1,000 of construction value or part thereof.
Building Moves outside the City	\$154.00
Transfer or Renewal of Permit	\$154.00
Demolition Permit	\$154.00
Re-inspection Fee	\$ 77.00
Review of an Alternative Solution Report	\$440.00

Schedule 4 – Building Permit Fees & Charges
 Building and Plumbing Regulation Bylaw, 2003, No. 2498

Miscellaneous Fees (all fees are subject to applicable taxes)	
Description	Fees
Each subsequent revision to an Alternative Solution Report	\$330.00
Legalize a Secondary Suite	\$ 250.00
Removal of a Secondary Suite	\$ 200.00
Digitally scanning permit drawings	\$3.00 per sheet
Occupant Load Confirmation	\$100.00
Revision of change of building plans or related documents (After permit issuance)	Actual time spent on plan review @ \$60.00/hour (Minimum charge of \$60.00)
Voluntary inspection of an existing building or plumbing system	\$100.00/hour

Interim Occupancy Permit Fees (all fees are subject to applicable taxes)	
Occupancy Type	Fees
All residential occupancies	\$50/unit for first 60 days \$25/unit per 30 days thereafter
All other occupancies	\$500 for first 60 days \$250 per 30 days thereafter
Plumbing Permit and Inspection Fees (all fees are subject to applicable taxes)	
Permit Type	Fees
Base plumbing permit fee	\$77.00
Fee for each plumbing fixture (in addition to base plumbing permit fee)	\$25.85 for each plumbing fixture as defined in the current edition of the BC Building Code
Fire Suppression System Fees (all fees are subject to applicable taxes)	
Description	Fee
Fire suppression sprinkler system permit	\$77.00 plus \$1.75 for each sprinkler head

Schedule 5 – Business Licence Fees
Business Licence Regulation Bylaw, 2004, No. 2564

The fees specified in the Fees and Charges Bylaw for “*Business Licence Regulation Bylaw, 2018, No. 3086*” shall be increased on January 1 of each year by the greater of 3% and any percentage increase in the Statistics Canada Consumer Price Index for Vancouver between August 1 in the year prior to the preceding year and August 1 in the preceding year.

Fees from January 1, 2022 to December 31, 2022

Classification	Proposed License Fees
Non-Profit Organization	No charge
Government Services	No charge
Non-Resident	\$ 202.50
Mobile Vendor	\$1,563.00
Food Primary (restaurants)	\$ 259.00
Liquor Primary (bars, pubs, neighbourhood pubs)	\$5,605.00
Liquor Primary (cabarets, nightclubs)	\$7,922.00
Gaming Activities	\$7,922.00
Personal Health Enhancement Centers	\$7,922.00
Residential Rental Property (CFRRR Certified)	\$ 202.50
Residential Rental Property (CFRRR Uncertified)	\$ 722.00
Home Occupation	\$ 202.00
Newspaper distribution Vending Boxes	\$202.50 plus \$32.00 per unit
Donation Drop Boxes	\$202.50 plus \$100 per donation drop box
All Other Uses not defined above	\$202.50

Business License Application Administration Fee:

Each new business license application shall accompany with a business license application administration fee in addition to the business license fee.

- a) Business License Application Administration Fee \$60.00

Re-Inspection Fee:

Where more than one re-inspection is required due to non-compliance with the Business Licence Regulation Bylaw, 2013, No. 2916, the owner shall pay a re-inspection fee for each re-inspection after the initial re-inspection.

- b) Re-Inspection Fee \$60.00

Penalties

Where a business license has not been renewed and license fee has not been paid by December 31 but:

- (a) Paid between Jan 1 to Jan 31, an additional 25% fees shall be payable to renew the license.
(b) Paid after Jan 31, and additional 50 % fees shall be payable in order to renew the license.

Pro-Rating License Fee

The License fee shall be pro-rated on monthly basis.

- c) \$60.00

Schedule 7 – Engineering and Filming Service Fees
Fees and Charges Bylaw No. 3198, 2021

Engineering and Filming Service Fees (all fees are subject to applicable taxes)		
Engineering Service	Fee	Comment
Banner Permit	\$200.00	
Garbage Tag Stickers	\$ 3.00	Non-refundable
Highway Use Permit	\$125.00	Non-refundable
Street Usage	\$250.00 per block, per side of roadway per day	Minimum charge is \$250.00
Street Obstruction/Temporary Closure	\$500.00 per day	Minimum charge is \$500.00
Daily Parking Stall Rental – Timed Stalls ¹	\$20.00 per stall per day	On-street spaces and City parking lots
Noise Exemption Permit Fee	\$75.00 per day	

Engineering and Filming Service Fees (all fees are subject to applicable taxes)		
Engineering Service	Fee	Comments
Highway Use Damage Deposit		Refundable
Light Duty ²	\$ 1,000.00	
Medium Duty ³	\$ 5,000.00	
Heavy Duty ⁴	\$10,000.00	
Pavement Degradation Fee	\$10.00 per square meter	Minimum \$500.00 charge
Pavement Reinstatement Fee	\$80.00 per square meter	Minimum \$500.00 charge
Legal Signal Timing Requests	\$300.00 per request	
Legal Traffic Operations Requests	\$300.00 per request \$105.00/hour for each additional hour	includes first hour and a half of staff time
Traffic Volume Count Request	\$75.00 for 1 st request \$25.00 for each additional request*	*additional requests must be made at the same time as 1 st request

Newspaper Box Placement on Public Property	\$75.00 per newspaper box, per year	Non-refundable
Confiscation fee for removal of newspaper boxes contravening permit requirements on public property	\$250.00 per newspaper box	Non-refundable
Streetlight Banner Application Fee	\$100	Non-refundable
Streetlight Banner Installation	\$250 mobilization fee \$60 per banner installation fee \$150 each for installation of banner and supply and installation of hardware	
Filming Service	Fee	Comments
Filming Permit Application Fee		
- Application made 10 or more days prior to filming	\$300.00	Non-refundable
- Application made less than 10 days prior to filming	\$500.00	
- Additional Location Fees	\$100.00 per location	
- Student Film Application Fee	\$50.00	
Business License Fee	See Business License Fees	Non-refundable
Engineering and Filming Service Fees (all fees are subject to applicable taxes)		
Filming Service	Fee	Comments
City Parks & Public Facilities ⁵	See Park Facility Fees and Special Event Fees – Rental based on commercial rates If not listed in the Parks, Facilities and Special Event Fees charge is: \$500.00 per day – Neighbourhood Park \$1,000.00 per day – City Park, Douglas Park and Sendall Gardens	Does not include the Parks or Public Facilities parking lots, which are charged separately.
City Parking Lots ⁵	\$500.00 per day	Does not include timed stalls which are charged per stall per day under Engineering Service fees.

Filming and Special Event – Site Inspection	\$75.00 per inspection	
Filming and Special Event – Fire Protection Standby <ul style="list-style-type: none"> - Pumper Trucks - Aerial Device - Rescue Vehicles (to include the delivery of any of the following services: <ul style="list-style-type: none"> • High Angle Rescue • Trench Rescue • Confined Space • Husar • Water Rescue 	<ul style="list-style-type: none"> \$ 550.00 per hour \$1,200.00 per hour \$2,000.00 per hour 	
Staff Time: <ul style="list-style-type: none"> - RCMP Police (Officers) - RCMP Police (Clerical) - Fire & Rescue Service (Firefighters) - Public Works Dept. (Labourers) 	<ul style="list-style-type: none"> \$150.00/hour per officer \$52.50/shoot Included in vehicle costs Actual cost +10% admin fee 	<ul style="list-style-type: none"> Traffic control, shoot scenes, etc. To coordinate RCMP callout General Services

- ¹ - Applies to parking for Highway Use Permits, Special Event Permits, Film Permits, Building Permits and Sign Permits
- ² - Light duty: for all work involving purely hand tools, and located completely within the boulevard and outside of the paved road area.
- ³ - Medium duty: for all work not involving heavy equipment but still located within the edges of the paved roadway including manhole access or median landscaping;
- ⁴ - Heavy duty: for all work involving the use of heavy equipment including excavation, paving, and underground or overhead utility work;
- ⁵ - Rental of City Parks, Public Facilities and Parking Lots may not grant the applicant exclusive use of these facilities. Applicant may be required to maintain access for use by the public or other user groups.

Refunds for Permit Fees listed in Schedule 7:

- (b) The City may issue a refund (except where fee is non-refundable) of:
 - (i) 100% if the person who has paid the permit fee applies for the refund in writing before the City has issued the permit less refund process fee (see Schedule 2);
 - (ii) 50% if the person who has paid the permit fee applies for the refund in writing after the City has issued the permit.

Schedule 8 – Fire Protection & Safety Fees
 Fire Protection and Safety Bylaw No. 2784, 2009

Fire Protection & Safety Fees (all fees are subject to applicable taxes)	
Description	Fee
Cost Recovery	
Demolish or remove anything to prevent the spread of fire	Actual Cost
Contamination and replacement of equipment	Actual Cost
Fee for securing premises	Actual Cost
Provision of services as a result of negligence	Actual Cost
Permits	
Storage of Explosive Material Permit	\$200.00
Flammable Liquids and Combustible Goods Permit	\$200.00
Plan Reviews	
Review of a new fire safety plan	\$200.00
Review of an existing or amended fire safety plan	\$ 75.00
Equivalency Determination	\$300.00
Inspections	
Additional Inspections	\$100.00

Schedule 10 – Parks, Facilities and Special Event Fees
Fees and Charges Bylaw No. 3198, 2021

Admission Rates – Timms Community Centre and Douglas Recreation Centre (applicable taxes included)						
	Child* 4 – 12 years	Youth 13-18 years	Student with valid ID	Adult 19+ years	Senior 60+ years	Family**
Drop-in	\$ 2.75	\$ 4.10	\$ 4.10	\$ 5.50	\$ 4.10	\$ 11.00
10 visit	\$ 24.75	\$ 36.90	\$ 36.90	\$ 49.50	\$ 36.90	\$ 99.00
20 visit	\$ 44.00	\$ 65.60	\$ 65.60	\$ 88.00	\$ 65.60	\$ 176.00
1 month	\$ 33.00	\$ 49.20	\$ 49.20	\$ 66.00	\$ 49.20	\$ 132.00
3 month	\$ 74.25	\$ 110.70	\$ 110.70	\$ 148.50	\$ 110.70	\$ 297.00
6 month	\$ 111.40	\$ 166.05	\$ 166.05	\$ 222.75	\$ 166.05	\$ 445.50
1 year	\$ 178.25	\$ 265.70	\$ 265.70	\$ 356.40	\$ 265.70	\$ 712.80

PRAC - \$20.00/year for access to games room and fitness track only.

External Trainer Annual Pass \$300 or \$90/quarter plus regular admission fees for trainer and client.

* Children under 4 years are free.

** Family is a combination of 2 parents, guardians or grandparents with children under the age of 19 years who reside in the same household, with a maximum of two adults per family group.

Admission Rates – Al Anderson Memorial Pool (for public and length swimming only; does not include fitness classes or special events) (applicable taxes included)						
	Child* 4 – 12 years	Youth 13-18 years	Student with valid ID	Adult 19+ years	Senior 60+ years	Family**
Drop-in	\$ 2.05	\$ 3.05	\$ 3.05	\$ 4.10	\$ 3.05	\$ 8.20
10 visit	\$ 18.45	\$ 27.45	\$ 27.45	\$ 36.90	\$ 27.45	\$ 73.80
20 visit	\$ 32.80	\$ 48.80	\$ 48.80	\$ 65.60	\$ 48.80	\$ 131.20
1 month	\$ 24.60	\$ 36.60	\$ 36.60	\$ 49.20	\$ 36.60	\$ 98.40
Season Pass	\$ 65.60	\$ 97.60	\$ 97.60	\$131.20***	\$ 97.60	1 st child pays full rate; 2 nd child pays 75%; 3+ children pay 50% of full rate.

* Children under 4 years are free.

** Family is a combination of 2 parents, guardians or grandparents with children under the age of 19 years who reside in the same household, with a maximum of two adults per family group.

***Adult season pass is interchangeable between parents.

Room Rental Rates – Douglas Recreation Centre (all rates are subject to applicable taxes)				
Room	Capacity (persons)	Non-Profit Rate per Hour	Private Rate per Hour	Commercial Rate per Hour
Preschool Room	20	\$ 9.00	\$ 18.00	\$ 27.00
Multipurpose Room	50	\$ 12.50	\$ 25.00	\$ 37.50
Games Room	20	\$ 9.00	\$ 18.00	\$ 27.00
Main Hall	217	\$ 36.00	\$ 72.00	\$108.00
½ of Main Hall	100	\$ 18.00	\$ 36.00	\$ 54.00
Kitchen	10	\$ 18.00	\$ 36.00	n/a

Damage Deposit: \$500.00

Schedule 10 – Parks, Facilities and Special Event Fees
Fees and Charges Bylaw No. 3198, 2021

Room Rental Rates – Al Anderson Memorial Pool (all rates are subject to applicable taxes)				
Room	Capacity (persons)	Non-Profit Rate per Hour	Private Rate per Hour	Commercial Rate per Hour
Multipurpose Room	50	\$12.50	\$25.00	\$37.50
Pool Rental Rates – Al Anderson Memorial Pool (all rates are subject to applicable taxes)				
Group			Fee	
Langley Flippers Swim Club Practice			align="center">\$ 3.00 /lane/hour	
Langley Flippers Swim Club Competition			align="center">\$ 176.88 /hour or \$ 22.11 /lane/hour	
Non-Profit (75 swimmers or less)			align="center">\$117.92 /hour or \$14.74 /lane/hour	
Non-Profit - Each Additional Guard			align="center">\$47.18 /hour	
Commercial (75 swimmers or less)			align="center">\$153.28 /hour or \$19.16 /lane/hour	
Commercial - Each Additional Guard			align="center">\$47.18 /hour	

Damage Deposit: \$500.00 for multipurpose room only.

Room Rental Rates – Timms Community Centre (all rates are subject to applicable taxes)				
Room	Capacity (persons)	Non-Profit Rate per Hour	Private Rate per Hour	Commercial Rate per Hour
Multipurpose Room (1 through 3)	55	\$ 12.50	\$ 25.00	\$ 37.50
Multipurpose Room 4	30	\$ 12.50	\$ 25.00	\$ 37.50
Gymnasium*	300	\$ 67.00	\$134.00	\$201.00
Kitchen	8	\$ 18.00	\$ 36.00	n/a

Damage Deposit: \$500.00

* Plus the cost of an attendant during the event AND setup/takedown staffing costs.

Facility Fees – Ice User Fees (all fees are subject to applicable taxes)	
User	Fee
Prime Hours Subsidized Rate +	\$110.34 /hour
Non-Prime Hours Subsidized Rate+	\$ 82.76 /hour

+ Prime and Non-Prime unsubsidized rates are determined by the Ice Provider.

Schedule 10 – Parks, Facilities and Special Event Fees
Fees and Charges Bylaw No. 3198, 2021

Park Facility Fees – Various Locations (all fees are subject to applicable taxes)		
Facility	Fee	Damage Deposit
City Park Picnic Shelters & BBQ Areas	\$10.00/hour	n/a
City Park Gazebo	\$ 4.00/hour	n/a
Community Stage for Non-Profit/Community Groups	\$ 225.00	\$500.00
Legacy Gardens Gazebo* (for wedding ceremonies or photographs)	\$ 150.00	n/a
Spirit Square Performance Platform**		
Non Profit	\$ 25.00/hour or \$ 200.00/day	\$500.00
Commercial	\$ 50.00/hour or \$ 400.00/day	\$500.00
Local Schools	\$ 10.00/hour or \$ 80.00/day	\$500.00
Nicomekl Community Garden Plot	\$50.00	\$25.00 for key
McBurney Plaza		
Public	\$76.00/hour	\$500.00 plus
Non Profit	\$38.00/hour	\$500.00 security/
Commercial / Filming	\$114.00/hour	bond deposit ³
Staff Costs (where applicable)	Actual cost + 10% admin fee	
Innes Corners Plaza		
Public	\$76.00/hour	\$500.00 plus
Non Profit	\$38.00/hour	\$500.00 security/
Commercial / Filming	\$114.00/hour	bond deposit ³
Staff Costs (where applicable)	Actual cost + 10% admin fee	
Sports Fields	Season	Fee
Damage Deposit	Regular Season	\$ 500.00
Damage Deposit	Tournament	\$1,000.00

* Sendall Gardens cannot be booked or reserved

** Minimum 2 hour rental (includes set up and take down); rental includes basic lighting and power; renter is responsible for supply of sound equipment.

Special Event Fees and Charges (all fees are subject to applicable taxes)	
Description	Fee
Special Event Fee	\$ 220.00
Special Event Damage Deposit	Determined by nature of event
Performance Deposit	\$ 1,000.00
Performance Deposit – Previous non-compliance	\$25,000.00
Turf Restoration	Actual Cost
Water Line/Electrical Repair	Actual Cost
Brick/Paver Repair	Actual Cost
Highway Use Permit Fee	See Engineering and Filming Cost Fees
Extra City Staff	Actual Cost

Refunds for Facility Rentals listed in Schedule 10:

- (c) The City may issue a refund of:
 - (i) 100% if the refund is requested at least 14 days before the actual booked date; or
 - (ii) 90% if the refund is requested less than 14 days but more than 48 hours before the actual booked date.
- (d) The City will not issue a refund if:
 - (i) The refund is requested less than 48 hours before the actual booked date;
 - (ii) There is inclement weather that affects the booking for an outdoor facility rental; or
 - (iii) The booking is for the use of Al Anderson Memorial Pool.

Schedule 11 – Planning, Land & Development Fees
 Fees and Charges Bylaw No. 3198, 2021 and
 Development Application Procedures Bylaw, 2003, No. 2488

Planning, Land & Development Fees (all fees are subject to applicable taxes)		
Development Application or Service	Base Fee	Additional Fee
Development Permit ¹ Development Variance Permit ¹	\$3,000.00	\$1.00/m ² gross floor area (non-residential) \$100.00/unit (residential)
Zoning Bylaw Amendment	\$6,000.00*	\$0.10/m ² site area
Zoning Bylaw Text Amendment	\$1,000.00	n/a
Official Community Plan Amendment	\$10,000.00*	n/a
Land Use Contract Amendment Single Family Residential Lot	\$2,500.00* \$ 300.00*	n/a
Restrictive Covenant Discharge Fee	\$ 250.00	n/a
Restrictive Covenant Prep/Registration	Actual Cost	
Board of Variance Appeal	\$ 250.00	n/a
Comfort Letter	\$ 190.48**	n/a
Liquor Licence Application requiring local government approval	\$2,000.00	\$2,000.00 in addition to the base fee if a public consultation process is deemed appropriate by City Council as part of the process
Subdivision Application (Standard, Bare Land Strata, Strata Conversion and Phased Strata)	\$2,000.00	\$100.00 per unit or parcel created plus \$50.00 for final approval of the plans by the Approving Officer ⁺ <i>(There is a \$100.00 credit per unit or parcel that previously existed, provided that no change in the property land usage occurs.)</i>
Telecommunications Antenna Application (where no public consultation is required under Telecommunications Antenna Policy)	\$1,000.00	n/a
Telecommunications Antenna (where public consultation is required under Telecommunications Antenna Policy)	\$2,000.00	n/a

¹ Maximum of \$12,000.00 total application fee for each application type.

* ½ of total fees are refundable if application is refused/withdrawn prior to publishing or delivery of notices.

**Per property or per fire incident

⁺ pursuant to section 83 of the Land Title Act, RSBC, 1996, c. 250 and its amendments