

<b>Development Applications (Effective January 01, 2026)</b>	
<b>Standard Projects</b> includes the following Zone: A, R, RS, RT, RTM, RMH, RM-1, RM-2, RM-3, C-1, C-2, C-3, CS, SS, M, B, P zones and CD zones based on any of these parent zones.	
<b>Pre-Application Review</b>	\$1,434.70
<b>Official Community Plan Amendment</b> (map or text)	\$10,227.90
Official Community Plan Bylaw Amendment Third Reading Time Extension	\$654.80
<b>Master Development Plan Rezoning - Basic Fee</b>	\$26,978.00
Plus Zone Fee per 100 sq. metres of land:	\$359.10
<b>Rezoning - Base Fee</b>	\$5,691.40
<b>Plus Zone Fee per 100 m<sup>2</sup> of land:</b>	
A, RS, RMH, M, P or (CD based on these zones)	\$38.40
RT, R, RTM, RM-1, RM-2, RM-3, C-1, C-2, C-3, CS, SS, B, or (CD based on these zones)	\$97.60
<b>Zoning Bylaw Text Amendment (for any text amendment including new CD Zones)</b>	\$5,917.40
<b>(Staff) Delegated</b> Zoning Bylaw Amendment Third Reading Time Extension	\$866.50
<b>(Council) Non-Delegated</b> Zoning Bylaw Amendment Third Reading Time Extension	\$2,845.80
<b>Public Hearing Fee</b>	\$1,504.90
<b>Regional Growth Strategy Amendments</b>	\$5,237.30
<b>Subdivisions</b>	
<b>Conventional, Site Configuration, and Bare Land Strata (three or fewer lots)</b>	\$5,691.40
Plus Lot Fee for every lot created beyond three (3)	\$209.40
<b>Air Space Parcel (Basic Fee – two parcels or less)</b>	\$6,833.20
Plus lot fee for every parcel created beyond two	\$410.20
<b>Strata Title Conversion (two units or less)</b>	\$4,856.70
Strata Title Conversion (more than two units)	\$6,799.30
<b>Phased Strata Title Subdivision (Phased Strata Plan)</b>	\$5,691.40
Plus Phase Fee for every phase beyond two (2)	\$496.90
Form "P" Amendment	\$485.90
<b>Road cancellation</b>	\$5,342.60
<b>Lot line adjustment, Consolidation</b>	\$970.70
<b>Site Configuration for RT-1, R-1, R-2, or R-3 Zone</b>	\$970.70
<b>Subdivision Re-approval Application (PLA Extension) (any subdivision type)</b>	
First PLA Extension	\$2,223.30
Subsequent PLA Extension	50% of relevant subdivision fee
<b>City Land Valuation (Cash-in-Lieu Option)</b>	\$767.80
<b>Development Permit (DP)</b>	
Non-delegated DPs (requires City Council authorization)	\$4,410.30
<b>Plus additional Unit Fee per dwelling unit and GFA fee per 100 m<sup>2</sup> of non-residential gross floor area (GFA):</b>	\$112.90
Delegated DPs	\$3,011.80
DP amendment (Major)	\$2,259.40
DP amendment (Minor)	\$752.40
Watercourse Protection DP – Developments other than single family (see Note 1)	\$1,908.20
Watercourse Protection DP Amendment	\$680.10

Watercourse Protection DP – Single Family Developments	\$811.40
<b>Non-Delegated Development Variance Permit</b> (see Note 2)	
<b><i>Variances to Zoning Bylaw:</i></b>	
A-3 or R, RS Zones	\$1,964.00
All other zones (RT, R, RTM, RM-1, RM-2, RM-3, C-1, C-2, CS, SS, M, B and P zones.)	\$4,139.40
Variances to the <i>Sign Bylaw</i> or <i>Subdivision and Development Servicing Bylaw</i>	\$1,964.40
<b>Delegated Development Variance Permit</b> (see Note 2)	
<b><i>Variances to Zoning Bylaw:</i></b>	
A-3 or RS Zones	\$1,964.40
All other Zones (R, RTM, RM-1, RM-2, RM-3, C-1, C-2, CS, SS, M, B, and P zones.)	\$2,361.50
Variances to the <i>Sign Bylaw</i> or <i>Subdivision and Development Servicing Bylaw</i>	\$1,964.40
<b>Housing Agreement (including amendments)</b>	\$2,000.00
<b>Temporary Use Permit</b>	\$3,192.80
Temporary Use Permit Renewal	\$1,597.00
<b>Board of Variance</b> application	\$548.40
<b>Agricultural Land Commission Application</b>	
Non-Adhering Residential Use	\$450.00
Soil Use to Place Fill and/or Remove Soil	\$750.00
Non-Farm Use	\$750.00
Subdivision	\$750.00
Exclusion	\$750.00
Inclusion	-
Transportation, Utility and Recreational Uses	-
<b>Heritage Revitalization Agreement</b>	\$3,835.60
Heritage Revitalization Agreement Amendment	\$1,309.60
Heritage Alteration Permit (HAP)	\$1,047.40
<b>Development Agreement</b>	Cost recovery
Development Agreement Amendment	\$2,618.20

**Notes for all Development Applications:**

1. Watercourse Protection Development Permit application fee is initially 50% of the fee set out above with the balance to be paid if a Development Permit is required. The initial 50% of the application fee is non-refundable if through the review process a Development Permit is not required.
2. The Development Variance Permit application fee shall be applied to each lot subject to the requested variance up to a maximum of five (5) lots.
3. Text Amendment application fee is for all text amendments to the Zoning Bylaw, including creating a new CD zone.
4. If the Development Application is proposing mixed zones, the application fee will be based on the highest proposed zone.
5. Housing Agreement application fees will be waived for standalone Affordable Housing Reserve Fund (AHRF) applications that are not tied to a development permit, such as property acquisitions or major renovations by non-profits, as these are infrequent and contrary to the intent of the AHRF.

<b>Development Applications (Effective January 01, 2026)</b>	
<b>Major Projects</b> (Applies to: RM-4, RM-5, RM-6, C-5, C-6, C-7 zones and CD zones based on any of these parent zones)	
<b>Pre-Application Review</b>	\$2,561.10
<b>Official Community Plan Amendment</b> (map or text)	\$18,255.60
Official Community Plan Bylaw Amendment Third Reading Time Extension	\$1,169.20
<b>Master Development Plan Rezoning - Basic Fee</b>	\$39,173.10
Plus Zone Fee per 100 sq. metres of land:	\$510.40
<b>Rezoning - Base Fee</b>	\$12,059.60
<b>Plus Zone Fee per 100 m<sup>2</sup> of land:</b>	
All zones in Major Projects	\$226.00
<b>Delegated Zoning Bylaw Amendment Time Extension</b>	\$1,545.50
<b>Non-Delegated Zoning Amendment Time Extension</b>	\$6,029.80
<b>Zoning Bylaw Text Amendment (for any text amendment including new CD Zones)</b>	\$10,562.50
<b>Cannabis Retail Zoning Bylaw Text Amendment</b>	\$9,246.24
<b>Public Hearing Fee &amp; Additional Public Hearings</b>	\$1,504.90
<b>Regional Growth Strategy Amendments</b>	\$5,982.10
<b>Subdivisions</b>	
<b>Conventional, Site Configuration, and Bare Land Strata (three or fewer lots)</b>	\$10,157.70
Plus Lot Fee for every lot created beyond three (3)	\$372.90
<b>Air Space Parcel (Basic Fee – two parcels or less)</b>	\$12,196.80
Plus lot fee for every parcel created beyond two	\$731.50
<b>Strata Title Conversion (two units or less)</b>	\$8,668.20
<b>Strata Title Conversion (more than two units)</b>	\$12,136.40
<b>Phased Strata Title Subdivision (Phased Strata Plan)</b>	\$10,157.70
Plus Phase Fee for every phase beyond two (2)	\$877.10
Form "P" Amendment	\$866.50
<b>Road cancellation</b>	\$6,102.80
<b>Lot line adjustment, Consolidation</b>	\$1,734.10
<b>Subdivision Re-approval Application (PLA Extension) (any subdivision type)</b>	
First PLA Extension	\$2,539.20
Subsequent PLA Extensions	50% of relevant subdivision fee
<b>Development Permit (DP)</b>	
Non-delegated DPs (requires City Council authorization)	\$7,873.00
<b>Plus additional Unit Fee per dwelling unit and GFA fee per 100 m<sup>2</sup> of non-residential gross floor area (GFA):</b>	\$201.80
Delegated DPs	\$5,374.50
DP amendment (Major)	\$4,030.90
DP amendment (Minor)	\$1,342.50
Watercourse Protection DP (see Note 1)	\$1,908.20
Watercourse Protection DP Amendment	\$680.10
Watercourse Protection DP – Single Family Developments	\$811.40

**Development Variance Permit** (see Note 2)

<b><i>Variances to Zoning Bylaw:</i></b>	
Non-Delegated Development Variance Permit	\$4,729.50
Delegated Development Variance Permit	\$2,361.60
<b><i>Variances to the Sign Bylaw or Subdivision and Development Servicing Bylaw:</i></b>	
Non-Delegated Variances	\$2,244.10
Delegated Variances	\$1,964.40
<b>Temporary Use Permit</b>	\$3,646.90
Temporary Use Permit Renewal	\$1,824.10
<b>Heritage Revitalization Agreement</b>	\$4,381.80
Heritage Revitalization Agreement Amendment	\$1,496.10
Heritage Alteration Permit (HAP)	\$1,196.70
<b>Housing Agreement (including amendments)</b>	\$2,000.00
<b>Development Agreement</b>	Cost recovery
Development Agreement Amendment	\$4,673.60

**Notes for all Development Applications:**

1. Watercourse Protection Development Permit application fee is initially 50% of the fee set out above with the balance to be paid if a Development Permit is required. The initial 50% of the application fee is non-refundable if through the review process a Development Permit is not required.
2. The Development Variance Permit application fee shall be applied to each lot subject to the requested variance up to a maximum of five (5) lots.
3. Text Amendment application fee is for all text amendments to the Zoning Bylaw, including creating a new CD zone.
4. If the Development Application is proposing mixed zones, the application fee will be based on the highest proposed zone.
5. Housing Agreement application fees will be waived for standalone Affordable Housing Reserve Fund (AHRF) applications that are not tied to a development permit, such as property acquisitions or major renovations by non-profits, as these are infrequent and contrary to the intent of the AHRF.

**REFUND POLICY:**

- a. Where an application for an amendment to the Zoning Bylaw or the OCP Bylaw is withdrawn by the applicant prior to Council's First Reading, or if Council declines the application prior to referral to the Public Hearing, the Public Hearing fee paid at application submission by the applicant shall be refunded within 90 days of receipt of the applicant's written request for such refund.
- b. Where an application for an amendment to the Zoning Bylaw or the OCP Bylaw is withdrawn by the applicant prior to Council's First Reading, or if Council declines the application prior to referral to the Public Hearing, the Public Hearing fee paid at application submission by the applicant shall be refunded within 90 days of receipt of the applicant's written request for such refund.

Services	Fees	INCL GST 5%
<b>Custom Work</b> for documents, rate per hour (charged in 15 minute increments)	\$59.30	\$62.27
<b>Survey Certificate Copies</b> , each	\$47.10	Exempt
<b>Photocopies</b> , per page (plus additional cost of custom work, as required)	\$0.60	\$0.63
<b>Comfort Letter</b>		
Single-family/two-family	\$218.30	Exempt
Multi-family/Commercial/Industrial/Institutional	\$375.10	Exempt
<b>Bylaw Inquiry Letter</b>	\$125.00	\$131.25
<b>Financial Administration Fee</b>	\$2,603.00	Exempt
<b>Cannabis Retail Licence Referral Fee</b>	\$1,271.67 plus the cost of postage	Exempt
<b>Liquor Licence Consultation Fee</b>	\$1,154.60 plus the cost of postage	\$1,212.33
<b>Mailing Fee</b>	Cost Recovery	GST applicable
<b>DP Plans review</b> (after 2 resubmissions) - per hour	\$231.40	Exempt
<b>Additional Site Inspection for Release of Security</b>	\$289.50	\$303.98
<b>Latecomer Agreements</b>	\$3,820.00	Exempt
<b>Latecomer Interest Rate</b>	As per municipal Finance Authority of BC (MFABC) 15-year rate at the time of agreement	Exempt
<b>Subdivision Bond Fee</b>	\$2,603.00	Exempt
<b>MOECCS - Site Profile for Contaminated Sites</b>	\$100.00	Exempt
<b>Change of Owner, Applicant and/or Agent</b>	\$255.50	Exempt
<b>Enquiry (ENQ) Meetings (Fee per meeting)</b>	\$109.70	\$115.19
<b>Board of Variance Application</b>	\$548.40	Exempt
Other Services as required	Cost Recovery	Exempt

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## Examples of Fee Calculations

### Example 1: Standard Application Fee Calculation

**Applications included: OCP map and text amendment (for CD), Rezoning (map and text for CD), Subdivision to consolidate / road dedications, Non-Delegated Development Permit**

Zone: CD zone based on RM-3

Land Area: 1,609.4 m<sup>2</sup> = 1,609.4 m<sup>2</sup> (note – **no** rounding)

150 Residential dwelling units and 1,537m<sup>2</sup> of non-residential GFA (Commercial)

**OCP: \$10,227.90 base**

#### Rezoning:

\$ 5,691.40 + ( \_\_\_\_\_ X \_\_\_\_\_ ) =  
(Basic Fee) (Zone Fee) Area of land / 100 m<sup>2</sup>)

\$5,691.40 base fee + (\$97.60 x 16.094) = \$7,262.17  
+ Text amendment (CD): \$5,917.40  
Total = \$13,179.57

+ **Public hearing** \$1,504.90

**Subdivision (Conventional):** \$5,691.40

#### Development Permit (Non-Delegated)

\$4,410.30 + (\$112.90 x 15.37) + (\$112.90 x 150) =  
\$22,588.79

\$ 4,410.30 + ( \_\_\_\_\_ X \_\_\_\_\_ )  
(Basic Fee) (GFA Fee) (non-residential GFA /100 m<sup>2</sup>)  
+ ( \_\_\_\_\_ X \_\_\_\_\_ ) = \_\_\_\_\_  
(Unit Fee) (No. of residential units)  
(Application Fee)

### Example 2: Major Application Fee Calculation

**Applications included: OCP map and text amendment (for CD), Rezoning (map and text for CD), Subdivision to consolidate / road dedications, Non-Delegated Development Permit**

Zone: CD zone based on RM-6

Land Area: 4,404 m<sup>2</sup> = 44.04 m<sup>2</sup> (note – **no** rounding)

500 Residential dwelling units and 1,537m<sup>2</sup> of non-residential GFA (Commercial)

**OCP: \$18,255.60 base**

#### Rezoning:

\$ 12,059.60 + ( \_\_\_\_\_ X \_\_\_\_\_ ) =  
(Basic Fee) (Zone Fee) (Area of land / 100 m<sup>2</sup>)

\$12,059.60 base fee + (\$226.00 x 44.04) =  
\$22,012.64  
+ Text amendment (CD): \$10,562.50  
Total = \$32,575.14

+ **Public hearing** \$1,504.90

**Subdivision (Conventional):** \$10,157.70

#### Development Permit (Non-Delegated)

\$7,873.00 + (\$201.80 x 15.37) + (\$201.80 x 500) =  
\$111,874.67

\$7,873.00 + ( \_\_\_\_\_ X \_\_\_\_\_ )  
(Basic Fee) (GFA Fee) (non-residential GFA /100 m<sup>2</sup>)  
+ ( \_\_\_\_\_ X \_\_\_\_\_ ) = \_\_\_\_\_  
(Unit Fee) (No. of residential units)  
(Application Fee)

**Example 3: Master Development Plan in Major Zone, going to RM-6 and RT-2 zone**

**Applications included: Master Development Plan, Rezoning (map amendment), Subdivision to create 7 lots from 3, Non-Delegated Development Permit,**

Zone: C-7, RT-2 (highest density zone to be charged)

Land Area: 26,700.5 m<sup>2</sup> = (note – **no** rounding)

10 townhouse units, 1,200 C-7 dwelling units and 5,007m<sup>2</sup> of non-residential GFA (Commercial)

**Master Development Plan**

\$39,173.10 + (\$510.40 x 267.005) = \$175,452.45

\$\_\_\_\_\_ + (\_\_\_\_\_<sup>2</sup> x \_\_\_\_\_) = \_\_\_\_\_

(Basic Fee) (RZ rate) (land /100 m<sup>2</sup>) (Application fee)

**Rezoning**

\$12,059.60 + (\$226.00 x 267.005) = \$72,402.73

\$\_\_\_\_\_ + (\_\_\_\_\_<sup>2</sup> x \_\_\_\_\_) = \_\_\_\_\_

(Basic Fee) (RZ rate) (land /100 m<sup>2</sup>) (Application fee)

**Public Hearing** \$1,504.90

**Subdivision** (7-3 = 4 new lots, 1 more lot over 3)

\$10,157.70 + (1 x \$372.90) = \$10,530.60

\$\_\_\_\_\_ + (\_\_\_\_\_ x \_\_\_\_\_) = \_\_\_\_\_

(Base Fee) (No. lots created beyond 3) x (new lot rate)

**Development Permit (Non-Delegated)**

\$7,873.00 + (\$201.80 x 50.07m<sup>2</sup>) + (\$201.80 x 1,210) = \$262,155.13

\$7,873.00 + (\_\_\_\_\_ X \_\_\_\_\_) + (\_\_\_\_\_ x \_\_\_\_\_) = \_\_\_\_\_

(Basic Fee) (GFA Fee) (Area of land / 100 m<sup>2</sup>) (Unit fee) (No. of residential units)

(Application fee)