



DISTRICT OF NORTH SAANICH

BYLAW NO. 1471

A BYLAW FOR TO ESTABLISH FEES & CHARGES FOR MUNICIPAL ADMINISTRATIVE SERVICES AND INFORMATION

WHEREAS Section 194 of the *Community Charter* authorizes municipalities by bylaw to impose fees and charges for the provision of various services and/or information;

AND WHEREAS Council deems it necessary and desirable to exercise the authority provided by the *Community Charter* to cover costs of providing various services and information;

NOW THEREFORE the Council of the District of North Saanich, in open meeting lawfully assembled, ENACTS AS FOLLOWS:

FEES

1. The District hereby impose fees for the provision of services and information as specified in Schedule "A" attached to this bylaw.
2. Wherever this Bylaw sets out fees and charges with respect to other District bylaws and such other bylaws contain similar fees and charges, this Bylaw is deemed to prevail.

REPEAL

3. "District of North Saanich Fees & Charges Bylaw No. 1399 (2015)" is hereby repealed.

CITATION

4. This Bylaw may be cited for all purposes as "North Saanich Fees and Charges Bylaw No. 1471 (2018)".

READ A FIRST TIME the 3rd day of December, 2018.

READ A SECOND TIME the 3rd day of December, 2018.

READ A THIRD TIME the 3rd day of December, 2018.

FINALLY ADOPTED the 17th day of December, 2018.

MAYOR

CORPORATE OFFICER



DISTRICT OF NORTH SAANICH

SCHEDULE A TO BYLAW NO. 1471

FEES AND CHARGES FOR ADMINISTRATIVE SERVICES AND INFORMATION

Photocopies and reports

Photocopies, letter, legal and 11 x 17 paper, single sided, black & white	per page	\$0.25
Photocopies, letter, legal and 11 x 17 paper single sided, colour	per page	\$0.30
Photocopies, letter, legal and 11 x 17 paper, double sided, black & white	per page	\$0.50
Photocopies, letter, legal and 11 x 17 paper, double sided, colour	per page	\$0.60
Copies 24" x 36" or larger, black & white	2 charges	\$20 process fee & \$1.00/page
Copies 24" x 36" or larger, colour	2 charges	\$20 process fee & \$2.00/page
Large format scanning of plans & drawings	2 charges	\$10 process & \$0.50 per page
Official Community Plan	per document	\$50.00
Zoning Bylaw	per document	\$25.00
List of Electors where the Municipal Act entitles a person to obtain a copy	per list	\$25.00
Special reports & studies	per copy	cost
Staff time for retrieving information	per quarter hour	\$12.50
Comfort letters	per	\$100.00
Fire Incident reports & Liquor License inspections	per	\$100.00
R.C.M.P. reports – criminal record checks, police certificates, fingerprints, police reports and traffic accident reports	per report	\$50.00

Mapping and Orthophotos

Map 1:10,000 (30"x 40")	per map sheet	\$20.00
Orthophoto 1:10,000 (30"x40")	per sheet	\$30.00
Custom plotting	per hour	\$50.00
Map book	per	\$10.00
Digital mapping data		\$50 processing

Financial Information

Property Tax certificate	per roll	\$30.00
Mortgage Company property tax listing	per roll	\$10.00
NSF charges	per	\$25.00

*All fees listed are exclusive of any taxes that may apply, unless otherwise indicated.

Subdivision Application Fees

Applications for boundary line adjustments and/or consolidation involving not more than three original parcels and creating no extra parcels	\$700 at time of application & \$250 prior to final approval
Applications creating one or more parcels	\$1,000 plus \$100 for each additional lot created, to be paid at the time of application; and \$500 plus \$100 for each additional lot created, to be paid prior to final approval.

Culvert Fees

Basic fee – 6 metre (20 foot) culvert installation	\$2,500
Culverts in excess of six meters shall be charged the basic fee for the first 6 metres and an additional charge per metre	Per metre additional charges: 300mm (12”) diameter - \$115 375mm (15”) diameter - \$140 450mm (18”) diameter - \$160 600mm (24”) diameter - \$185

Hydrant Use Fees

Permit fee	\$100
Water consumption fees	At current residential rates per 1,000 Imperial Gallons (\$5.00 minimum charge).

Other Miscellaneous Fees

Address change	\$300 at time of application
Directional signs for tourist services, facilities and attractions for a three (3) year term	\$200 per installation plus annual maintenance of \$25 to be paid in advance.

*All fees listed are exclusive of any taxes that may apply, unless otherwise indicated.