CITY OF WEST KELOWNA

BYLAW NO. 0028.82

A BYLAW TO AMEND "FEES AND CHARGES BYLAW NO. 0028"

WHEREAS the Council of the City of West Kelowna desires to amend "City of West Kelowna Fees and Charges Bylaw 2009, No. 0028" under the provisions of the *Local Government Act*.

THEREFORE BE IT RESOLVED that the Council of the City of West Kelowna in open meeting assembled, hereby enacts as follows:

1. <u>Title</u>

This Bylaw may be cited as "CITY OF WEST KELOWNA FEES AND CHARGES AMENDMENT BYLAW NO. 0028.82, 2024."

2. <u>Amendments</u>

The "Fees and Charges Bylaw No. 0028" is hereby amended as follows:

2.1 By deleting 1. Non-Refundable Preliminary Layout Review Fees, from SCHEDULE 3 SUBDIVISION, DEVELOPMENT ENGINEERING AND APPROVING OFFICER FEES, that reads:

1. Non-Refundable Preliminary Layout Review Fees (Fee Simple, Bare Land Strata, Phased Strata, and Boundary Adjustment)

The following non-refundable fees (base fee plus applicable per parcel fees) shall be charged for the submission and review of subdivision applications:

Type of Fee	2024 Fee	2025 Fee	2026 Fee	2027 Fee	2028 Fee	2029 Fee	2030 Fee				
			Base Fee								
Base Fee (applies to all	\$550.00	\$570.00	\$590.00	\$610.00	\$630.00	\$650.00	\$670.00				
applications)											
Per Parcel Fees (in addition to the base fee)											
2-20 Parcels (\$350.00+)	\$380.00	\$390.00	\$400.00	\$410.00	\$420.00	\$430.00	\$440.00				
21- 30 Parcels	\$280.00	\$290.00	\$300.00 in	\$310.00 in	\$320.00	\$330.00	\$340.00 in				
(\$6650.00+)	in excess	in excess	excess of	excess of	in excess	in excess	excess of				
	of 20	of 20	20	20	of 20	of 20	20				
31- 40 Parcels	\$220.00	\$230.00	\$240.00 in	\$250.00 in	\$260.00	\$270.00	\$280.00 in				
(\$9150.00+)	in excess	in excess	excess of	excess of	in excess	in excess	excess of				
	of 30	of 30	30	30	of 30	of 30	30				
Over 40 Parcels	\$170.00	\$180.00	\$190.00 in	\$200.00 in	\$210.00	\$220.00	\$230.00 in				
(\$11,150.00+)	in excess	in excess	excess of	excess of	in excess	in excess	excess of				
	of 40	of 40	40	40	of 40	of 40	40				
			Other Fees								
Form "P" review	\$280.00	\$290.00	\$300.00	\$310.00	\$320.00	\$330.00	\$340.00				
Site Disclosure Statement	review*			\$100.00							

and replacing it with:

1. Non-Refundable Preliminary Layout Review Fees (Fee Simple, Bare Land Strata, Phased Strata, and Boundary Adjustment)

The following non-refundable fees (base fee plus applicable per parcel fees) shall be charged for the submission and review of subdivision applications:

Type of Fee	2024 Fee	2025 Fee	2026 Fee	2027 Fee	2028 Fee	2029 Fee	2030 Fee				
			Base Fee								
Base Fee (applies to all applications)	\$550.00	\$570.00	\$590.00	\$610.00	\$630.00	\$650.00	\$670.00				
Fee Per Parcel Created (in addition to the base fee)											
2-20 Parcels	\$380.00	\$390.00	\$400.00	\$410.00	\$420.00	\$430.00	\$440.00				
21- 30 Parcels (Fee per parcel in excess of 20)	\$280.00	\$290.00	\$300.00	\$310.00	\$320.00	\$330.00	\$340.00				
31- 40 Parcels (Fee per parcel in excess of 30)	\$220.00	\$230.00	\$240.00	\$250.00	\$260.00	\$270.00	\$280.00				
Over 40 Parcels (Fee per parcel in excess of 40	\$170.00	\$180.00	\$190.00	\$200.00	\$210.00	\$220.00	\$230.00				
	•	C	Other Fees	1	1	1					
Form "P" review	\$280.00	\$290.00	\$300.00	\$310.00	\$320.00	\$330.00	\$340.00				
Site Disclosure Statement r	eview*	•		\$100.00							

2.2 By deleting Schedule 5 PLANNING FEES, that reads:

SCHEDULE 5 PLANNING FEES

Annual Fee Increase

- An annual fee increase shall be permitted until this bylaw is further amended or replaced.
- The fees and charges, as noted in Schedule 5, shall increase annually by two percent (2%) on January 1 each year.
- All fees and charges shall be rounded up to the nearest ten (10) dollars.

1. The following fees shall be charged for the review of development applications:

Application Type	2024 Fee	2025 Fee	2026 Fee	2027 Fee	2028 Fee	2029 Fee	2030 Fee			
Zoning Bylaw, Land Use Contract, Comprehensive Development Zone, Text Amendments										
One to three additional residential parcels.	\$1610.00	\$1650.00	\$1690.00	\$1730.00	\$1770.00	\$1810.00	\$1850.00			
More than three potential additional residential parcels.	\$2670.00	\$2730.00	\$2790.00	\$2850.00	\$2910.00	\$2970.00	\$3030.00			
Text amendment.	\$1610.00	\$1650.00	\$1690.00	\$1730.00	\$1770.00	\$1810.00	\$1850.00			

		1	1	1		•	
All commercial,	\$2670.00	\$2730.00	\$2790.00	\$2850.00	\$2910.00	\$2970.00	\$3030.00
industrial, multiple							
residential zones.							
Comprehensive	\$3730.00	\$3810.00	\$3890.00	\$3970.00	\$4050.00	\$4140.00	\$4230.00
development zones.							
Amend a land use	\$550.00	\$570.00	\$590.00	\$610.00	\$630.00	\$650.00	\$670.00
contract.							
NOTE: All fees in this	section includ	e one \$500.0	0 fee for pub	lic hearing, or	notice of firs	t reading. She	ould an
additional public hearing							
\$500.00 may apply.	5 1	,			I	5	
••••••••••••••••••••••••••••••••••••••		Official Co	nmunity Pla	n Amendme	nt		
Standalone	\$2140.00	\$2190.00		-	\$2340.00	\$2390.00	\$2440.00
	φ <u>2</u> 140.00	\$2190.00	\$2240.00	\$2290.00	\$2340.00	\$2390.00	ΦΖ440.00
amendment/ text							
amendment.	.	# 4050.00	\$4000.00	#4700.00	#4770.00	\$4040.00	#1050.00
In conjunction with	\$1610.00	\$1650.00	\$1690.00	\$1730.00	\$1770.00	\$1810.00	\$1850.00
another bylaw							
amendment (Zoning,							
Land Use Contract,							
Comprehensive							
Development Zone).		<u> </u>					
NOTE: All fees in this				0		•	0
required, an additional	fee for the ac	tual cost of th	ne public hear	ring or a minir	num of \$500	.00 may appl	y.
		De	velopment F	Permit			
Where land is subjec	t to more tha	n one Devel	opment Perr	nit Area, the	applicant wi	II be require	d to pay
each applicable fee.		-	•	-		-	-
Minor.	\$280.00	\$290.00	\$300.00	\$310.00	\$320.00	\$330.00	\$340.00
Commercial or	\$1610.00	\$1650.00	\$1690.00	\$1730.00	\$1770.00	\$1810.00	\$1850.00
Industrial.							
Multiple Residential	\$2140.00	\$2190.00	\$2240.00	\$2290.00	\$2340.00	\$2390.00	\$2440.00
and Intensive							
Residential							
Note: Where							
residential and							
commercial would be							
combined to form a							
'mixed-use' building,							
the Multiple							
Residential and							
Intensive Residential							
Fee shall apply.							
				# 44 7 0.00	\$1200.00	\$1230.00	\$1260.00
	\$1080.00	\$1110.00	\$1140.00	\$1170.00			ψ.200.00
Sensitive Terrestrial	\$1080.00	\$1110.00	\$1140.00	\$1170.00	<i>Q</i>1200.00	+	
Sensitive Terrestrial Ecosystem and/ or	\$1080.00	\$1110.00	\$1140.00	\$1170.00	¢1200.00	+	
Sensitive Terrestrial Ecosystem and/ or Aquatic Ecosystem.							\$1260.00
Sensitive Terrestrial Ecosystem and/ or Aquatic Ecosystem. Hillside and/ or	\$1080.00	\$1110.00 \$1110.00	\$1140.00 \$1140.00	\$1170.00	\$1200.00	\$1230.00	\$1260.00
Sensitive Terrestrial Ecosystem and/ or Aquatic Ecosystem.		\$1110.00	\$1140.00	\$1170.00			\$1260.00
Sensitive Terrestrial Ecosystem and/ or Aquatic Ecosystem. Hillside and/ or Wildfire Interface.	\$1080.00	\$1110.00 Develo	\$1140.00	\$1170.00	\$1200.00	\$1230.00	
Sensitive Terrestrial Ecosystem and/ or Aquatic Ecosystem. Hillside and/ or		\$1110.00	\$1140.00	\$1170.00			\$1260.00

Variances in conjunction with other applications.	\$750.00	\$770.00	\$790.00	\$810.00	\$830.00	\$850.00	\$870.00	
		Tem	nporary Us	e Permit				
Temporary Use Permit.	\$1080.00	\$1110.00	\$1140.00		\$1200.00	\$1230.00	\$1260.00	
	Liquor ar	nd Cannabis	Licensing	Applications of	or Referrals			
For a Liquor-Primary License.	\$1610.00	\$1650.00	\$1690.00		\$1770.00	\$1810.00	\$1850.00	
For a Temporary or Permanent amendment to an existing License.	\$810.00	\$830.00	\$850.00	\$870.00	\$890.00	\$910.00	\$930.00	
For a Liquor License Endorsement.	\$1080.00	\$1110.00	\$1140.00	\$1170.00	\$1200.00	\$1230.00	\$1260.00	
For a Special Occasion License.	\$120.00	\$130.00	\$140.00	\$150.00	\$160.00	\$170.00	\$180.00	
For a Special Occasion License requiring a Council resolution.	\$550.00	\$570.00	\$590.00	\$610.00	\$630.00	\$650.00	\$670.00	
Zoning Bylaw text amendment for non- medical cannabis retail store.	\$7970.00	\$8130.00	\$8300.00	\$8470.00	\$8640.00	\$8820.00	\$9000.00	
Amendments to existing non-medical cannabis retail licenses.	\$1080.00	\$1110.00	\$1140.00	\$1170.00	\$1200.00	\$1230.00	\$1260.00	
		Comprehe	ensive Dev	elopment Plan		• •		
Step A: Consideration and submission of a terms of reference.	\$2670.00	\$2730.00	\$2790.00	\$2850.00	\$2910.00	\$2970.00	\$3030.00	
Step B: Submission of Comprehensive Development Plan (plus an additional fee per hectare of the planning area to a maximum Step B fee of \$30,000.00).	\$5320.00 plus \$100.00 per hectare	\$5430.00 plus \$110.00 per hectare	\$5540.00 plus \$120.00 per hectare	plus \$130.00 per hectare	\$5780.00 plus \$140.00 per hectare	\$5900.00 plus \$150.00 per hectare	\$6020.00 plus \$160.00 per hectare	
			Ind Commi	ission Applicat	ions			
Application for a Non-Ac Note: \$450.00 to be paid the application to the AL	d to the ALC _C.	if the City for	wards		\$450.0			
Applicati Application for Non-Farr Note: \$750.00 to be paid the application to the AL	d to the ALC	odivision.*	wards	No Fee. \$750.00				

Soil Use for Placement Note: \$750.00 to be paid the application to the AL	d to the ALC			\$750.00					
		Extensions	s, Renewal, A	Amendments	;				
Application extension request (prior to an application lapsing)	\$280.00	\$290.00	\$300.00	\$310.00	\$320.00	\$330.00	\$340.00		
Renewal of issued development permit (no change in conditions)	\$280.00	\$290.00	\$300.00	\$310.00	\$320.00	\$330.00	\$340.00		
Amendment to issued Development Permit (General Manager or Council consideration)	\$550.00	\$570.00	\$590.00	\$610.00	\$630.00	\$650.00	\$670.00		
Temporary Use Permit Extension	\$550.00	\$570.00	\$590.00	\$610.00	\$630.00	\$650.00	\$670.00		
Other Application Fees									
Board of variance	\$750.00	\$770.00	\$790.00	\$810.00	\$830.00	\$850.00	\$870.00		
Floodplain or other exemptions	\$750.00	\$770.00	\$790.00	\$810.00	\$830.00	\$850.00	\$870.00		
Site Disclosure Stateme	ent review				\$100.0	0			
Antenna siting and design application requiring Council resolution	\$1610.00	\$1650.00	\$1690.00	\$1730.00	\$1770.00	\$1810.00	\$1850.00		
Additional title	\$40.00	\$50.00	\$60.00	\$70.00 per	\$80.00	\$90.00	\$100.00		
registration required	per	per	per	document.	per	per	per		
·	document.	document.	document.		document.	document.	document.		
Development Related Report Requiring Council Resolution	\$550.00	\$570.00	\$590.00	\$610.00	\$630.00	\$650.00	\$670.00		
Development Related Report Not Requiring Council Resolution	\$280.00	\$290.00	\$300.00	\$310.00	\$320.00	\$330.00	\$340.00		
Legal Fees	Any additional City legal costs which are required in the processing of any of the applications listed in this Application Fee Schedule will be borne by the applicant, including but not limited to the preparation and registration of restrictive covenants, Land Use Contract Amendments, Phased Development Agreements, etc.								

2. Refund of Application Fees

Step in the Process	Refund Amount						
Official Community Plan, Zoning Bylaw, Land Use Contract Bylaw, Comprehensive							
Development Zone, Agricultural Land Commission and Text Amendmen	nt Applications						
If an application is withdrawn prior to being assigned to staff.	100%						
Prior to preparation of a report to Council.	50%						

Development Permit, Development Variance Permit, Board of Variance, Floodplain Exemption, Antenna Siting, Temporary Use Permit and Liquor or Cannabis License Applications (not including text amendments)							
If an application is withdrawn prior to being assigned to staff.	100%						
Prior to preparation of a comprehensive response or following review by the Development Review Committee.	50%						
Comprehensive Development Plan Application							
Part A - Prior to the internal referral of the Draft Terms of Reference	50%						
Part B - Prior to the first public consultation session	50%						
NOTE: In extenuating circumstances, Council may consider refunds of up to 100% of an application fee.							

and replacing it with:

SCHEDULE 5 PLANNING FEES

Annual Fee Increase

- An annual fee increase shall be permitted until this bylaw is further amended or replaced.
- The fees and charges, as noted in Schedule 5, shall increase annually by two percent (2%) on January 1 each year.
- All fees and charges shall be rounded up to the nearest ten (10) dollars.
- 1. The following fees shall be charged for the review of development applications:

Application Type	2024 Fee	2025 Fee	2026 Fee	2027 Fee	2028 Fee	2029 Fee	2030 Fee				
Zoning Bylaw	Zoning Bylaw, Land Use Contract, Comprehensive Development Zone, Text Amendments										
One to three additional residential parcels	\$1610.00	\$1650.00	\$1690.00	\$1730.00	\$1770.00	\$1810.00	\$1850.00				
More than three potential additional residential parcels	\$2670.00	\$2730.00	\$2790.00	\$2850.00	\$2910.00	\$2970.00	\$3030.00				
Text amendment	\$1610.00	\$1650.00	\$1690.00	\$1730.00	\$1770.00	\$1810.00	\$1850.00				
All commercial, industrial, multiple residential, urban and neighbourhood centre zones	\$2670.00	\$2730.00	\$2790.00	\$2850.00	\$2910.00	\$2970.00	\$3030.00				
Comprehensive development zones	\$3730.00	\$3810.00	\$3890.00	\$3970.00	\$4050.00	\$4140.00	\$4230.00				
Amend a land use contract	\$550.00	\$570.00	\$590.00	\$610.00	\$630.00	\$650.00	\$670.00				
	NOTE: All fees in this section include one \$500.00 fee for public hearing or notice of first reading. Should an additional public hearing be required, an additional fee for the actual cost of the public hearing or a minimum of										
		Official Con	nmunity Pla	Amondmo	at						

Official Community Plan Amendment

-	-		•		-		
Standalone amendment/ text	\$2140.00	\$2190.00	\$2240.00	\$2290.00	\$2340.00	\$2390.00	\$2440.00
amendment							
In conjunction with	\$1610.00	\$1650.00	\$1690.00	\$1730.00	\$1770.00	\$1810.00	\$1850.00
another bylaw							
amendment (Zoning,							
Land Use Contract,							
Comprehensive							
Development Zone)							
NOTE: All fees in this s							
required, an additional f	ree for the ac				num of \$500.	00 may apply	/.
			velopment F				
Where land is subject	to more tha	n one Devel	opment Perr	nit Area, the	applicant wi	Il be require	d to pay
each applicable fee.	¢200.00	¢200.00	¢200.00	¢210.00	¢220.00	¢220.00	¢240.00
Minor.	\$280.00	\$290.00	\$300.00	\$310.00	\$320.00	\$330.00	\$340.00
Commercial or Industrial	\$1610.00	\$1650.00	\$1690.00	\$1730.00	\$1770.00	\$1810.00	\$1850.00
Multiple Residential, Intensive Residential and Neighbourhood	\$2140.00	\$2190.00	\$2240.00	\$2290.00	\$2340.00	\$2390.00	\$2440.00
Centre							
Note: Where							
residential and							
commercial would be							
combined to form a							
'mixed-use' building,							
the Multiple							
Residential and							
Intensive Residential							
Fee shall apply.							
Urban Centre	\$2700.00	\$2754.00	\$2809.00	\$2865.00	\$2922.00	\$2980.00	\$3040.00
Sensitive Terrestrial	\$1080.00	\$1110.00	\$1140.00	\$1170.00	\$1200.00	\$1230.00	\$1260.00
Ecosystem and/ or							
Aquatic Ecosystem							
Hillside and/ or	\$1080.00	\$1110.00	\$1140.00	\$1170.00	\$1200.00	\$1230.00	\$1260.00
Wildfire Interface							
	-		oment Varia	-			
Development Variance Permit	\$1080.00	\$1110.00	\$1140.00	\$1170.00	\$1200.00	\$1230.00	\$1260.00
Variances in	\$750.00	\$770.00	\$790.00	\$810.00	\$830.00	\$850.00	\$870.00
conjunction with other							
applications							
		Terr	porary Use	Permit			
Temporary Use Permit	\$1080.00	\$1110.00	\$1140.00	\$1170.00	\$1200.00	\$1230.00	\$1260.00
			1 ·	pplications		<i><i><i>ϕ</i>1200.00</i></i>	\$1200.00
For a Liquor-Primary	\$1610.00	\$1650.00	\$1690.00	\$1730.00	\$1770.00	\$1810.00	\$1850.00
License							
For a Temporary or Permanent	\$810.00	\$830.00	\$850.00	\$870.00	\$890.00	\$910.00	\$930.00

, ,								
amendment to an								
existing License	• • • • • • • •							
For a Liquor License	\$1080.00	\$1110.00	\$1140	00.00	\$1170.00	\$1200.00	\$1230.00	\$1260.00
Endorsement								
For a Special	\$120.00	\$130.00	\$140.	00	\$150.00	\$160.00	\$170.00	\$180.00
Occasion License								
For a Special	\$550.00	\$570.00	\$590.	00	\$610.00	\$630.00	\$650.00	\$670.00
Occasion License								
requiring a Council								
resolution								
Zoning Bylaw text	\$7970.00	\$8130.00	\$8300	00.00	\$8470.00	\$8640.00	\$8820.00	\$9000.00
amendment for non-								
medical cannabis								
retail store								
Amendments to	\$1080.00	\$1110.00	\$1140	00.0	\$1170.00	\$1200.00	\$1230.00	\$1260.00
existing non-medical								
cannabis retail								
licenses								
		Comprehe	ensive [Devel	opment Plan			
Step A: Consideration	\$2670.00	\$2730.00	\$2790	00.	\$2850.00	\$2910.00	\$2970.00	\$3030.00
and submission of a								
terms of reference								
Step B: Submission of	\$5320.00	\$5430.00	\$5540.00		\$5660.00	\$5780.00	\$5900.00	\$6020.00
Comprehensive	plus	plus	plus		plus	plus	plus	plus
Development Plan	\$100.00	\$110.00	\$120.00 per		\$130.00	\$140.00	\$150.00	\$160.00
(plus an additional fee	per	per			per hectare	per	per	per
per hectare of the	hectare	hectare	hecta	re	-	hectare	hectare	hectare
planning area to a								
maximum Step B fee								
of \$30,000.00)								
·	Ac	ricultural La	and Cor	nmis	sion Applicat	ions		•
Application for a Non-A								
Note: \$450.00 to be pa			rwards			\$450.0	0	
the application to the A			in a a a			 		
Application for Inclusio						No Fee	2	
Application for Non-Fai		hdivision*				11010		
Note: \$750.00 to be pa			rwards			\$750.0	0	
the application to the A			Warus			φ/ 00.0		
Soil Use for Placement		noval of Soil*						
Note: \$750.00 to be pa						\$750.0	0	
the application to the A			warus			\$75U.U	0	
			_	I	-			
					Amendments			-
Application extension	\$280.00	\$290.00	\$300.	00	\$310.00	\$320.00	\$330.00	\$340.00
request (prior to an								
application lapsing)								
Renewal of issued	\$280.00	\$290.00	\$300.	00	\$310.00	\$320.00	\$330.00	\$340.00
	ψ200.00	φ_00.00	T		~ ~			
development permit	Ψ200.00	<i>\\</i> 200.00			+			
development permit (no change in	ψ200.00	<i>\</i>	,					
		1 07 50 00	1 0000.	00	1 00 10.00	ψυζυ.00	φ000.00	φ040.00

Amendment to issued Development Permit	\$550.00	\$570.00	\$590.00	\$610.00	\$630.00	\$650.00	\$670.00			
(General Manager or										
Council consideration)										
Temporary Use Permit Extension	\$550.00	\$570.00	\$590.00	\$610.00	\$630.00	\$650.00	\$670.00			
Other Application Fees										
Board of variance	\$750.00	\$770.00	\$790.00	\$810.00	\$830.00	\$850.00	\$870.00			
Floodplain or other exemptions	\$750.00	\$770.00	\$790.00	\$810.00	\$830.00	\$850.00	\$870.00			
Site Disclosure Statement review	\$100.00									
Antenna siting and design application requiring Council resolution	\$1610.00	\$1650.00	\$1690.00	\$1730.00	\$1770.00	\$1810.00	\$1850.00			
Additional title	\$40.00	\$50.00	\$60.00	\$70.00 per	\$80.00	\$90.00	\$100.00			
registration required	per document.	per document.	per document.	document.	per document.	per document.	per document.			
Development Related Report Requiring Council Resolution	\$550.00	\$570.00	\$590.00	\$610.00	\$630.00	\$650.00	\$670.00			
Development Related Report Not Requiring Council Resolution	\$280.00	\$290.00	\$300.00	\$310.00	\$320.00	\$330.00	\$340.00			
Legal Fees	applications but not lim	Any additional City legal costs which are required in the processing of any of the applications listed in this Application Fee Schedule will be borne by the applicant, including but not limited to the preparation and registration of restrictive covenants, Land Use Contract Amendments, Phased Development Agreements, etc.								

2. Refund of Application Fees

Step in the Process	Refund Amount
Official Community Plan, Zoning Bylaw, Land Use Contract Bylaw, Comprehensive Development Zone, Agricultural Land Commission and Text Amendment Applications	
If an application is withdrawn prior to being assigned to staff	100%
Prior to preparation of a report to Council	50%
Development Permit, Development Variance Permit, Board of Variance, Floodplain Exemption, Antenna Siting, Temporary Use Permit and Liquor or Cannabis License Applications (not including text amendments)	
If an application is withdrawn prior to being assigned to staff	100%
Prior to preparation of a comprehensive response or following review by the Development Review Committee	50%
Comprehensive Development Plan Application	
Part A - Prior to the internal referral of the Draft Terms of Reference	50%
Part B - Prior to the first public consultation session	50%
NOTE: In extenuating circumstances, Council may consider refunds of up to 100% of an application fee.	

READ A FIRST, SECOND AND THIRD TIME THIS $10^{\rm TH}$ DAY OF DECEMBER, 2024 ADOPTED

MAYOR

CORPORATE OFFICER