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. Title

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

2. Amendments

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:

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 r	eview*			\$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			
Other Fees										
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		

All commercial, industrial, multiple	\$2670.00	\$2730.00	\$2790.00	\$2850.00	\$2910.00	\$2970.00	\$3030.00
residential zones. 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 \$500.00 may apply.

Official Community Plan Amendment								
Standalone amendment/ text amendment.	\$2140.00	\$2190.00	\$2240.00	\$2290.00	\$2340.00	\$2390.00	\$2440.00	
In conjunction with another bylaw amendment (Zoning, Land Use Contract, Comprehensive Development Zone).	\$1610.00	\$1650.00	\$1690.00	\$1730.00	\$1770.00	\$1810.00	\$1850.00	

NOTE: All fees in this section include one \$500.00 public hearing fee. Should an additional public hearing be required, an additional fee for the actual cost of the public hearing or a minimum of \$500.00 may apply.

Development Permit

Where land is subject to more than one Development Permit Area, the applicant will be required to pay									
each applicable fee.									
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 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.	\$2140.00	\$2190.00	\$2240.00	\$2290.00	\$2340.00	\$2390.00	\$2440.00		
Sensitive Terrestrial Ecosystem and/ or Aquatic Ecosystem.	\$1080.00	\$1110.00	\$1140.00	\$1170.00	\$1200.00	\$1230.00	\$1260.00		
Hillside and/ or Wildfire Interface.	\$1080.00	\$1110.00	\$1140.00	\$1170.00	\$1200.00	\$1230.00	\$1260.00		
		Develop	ment Variar	ce Permit					
Development Variance Permit.	\$1080.00	\$1110.00	\$1140.00	\$1170.00	\$1200.00	\$1230.00	\$1260.00		

Variances in conjunction with other applications.	\$750.00	\$770.00	\$790.00	\$810.00	\$830.00	\$850.00	\$870.00				
Temporary Use Permit											
Temporary Use Permit.	\$1080.00	\$1110.00	\$1140.00	\$1170.00	\$1200.00	\$1230.00	\$1260.00				
Liquor and Cannabis Licensing Applications or Referrals											
For a Liquor-Primary License.	\$1610.00	\$1650.00	\$1690.00	\$1730.00	\$1770.00	\$1810.00	\$1850.00				
For a Temporary or Permanent amendment to an	\$810.00	\$830.00	\$850.00	\$870.00	\$890.00	\$910.00	\$930.00				
existing License. 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		opment 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	\$5660.00 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				
			and Commis	sion Applicat	ions						
Application for a Non-Advance: \$450.00 to be paid the application to the Al	d to the ALC _C.	if the City for	wards		\$450.0						
Application for Non-Farm Note: \$750.00 to be painthe application to the Al	d to the ALC	odivision.*	wards	No Fee. \$750.00							

Note: \$750.00 to be pai	Soil Use for Placement of Fill or Removal of Soil.* Note: \$750.00 to be paid to the ALC if the City forwards the application to the ALC.			\$750.00					
		Extensions	s, Renewal,	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 registration required	\$40.00 per document.	\$50.00 per document.	\$60.00 per document.	\$70.00 per document.	\$80.00 per document.	\$90.00 per document.	\$100.00 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									

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.							

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, 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 \$500.00 may apply.

Official Community Plan Amendment

Standalone amendment/ text amendment	\$2140.00	\$2190.00	\$2240.00	\$2290.00	\$2340.00	\$2390.00	\$2440.00
In conjunction with another bylaw amendment (Zoning, Land Use Contract, Comprehensive Development Zone)	\$1610.00	\$1650.00	\$1690.00	\$1730.00	\$1770.00	\$1810.00	\$1850.00

NOTE: All fees in this section include one \$500.00 public hearing fee. Should an additional public hearing be required, an additional fee for the actual cost of the public hearing or a minimum of \$500.00 may apply. **Development Permit** Where land is subject to more than one Development Permit Area, the applicant will be required 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 \$2140.00 \$2190.00 Multiple Residential, \$2240.00 \$2290.00 \$2340.00 \$2390.00 \$2440.00 Intensive Residential and Neighbourhood 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 **Development Variance Permit** \$1080.00 \$1110.00 \$1140.00 \$1170.00 \$1260.00 Development \$1200.00 \$1230.00 Variance Permit Variances in \$750.00 \$770.00 \$790.00 \$810.00 \$830.00 \$850.00 \$870.00 conjunction with other applications **Temporary Use Permit** Temporary Use Permit | \$1080.00 \$1110.00 \$1140.00 \$1170.00 \$1200.00 \$1230.00 \$1260.00 **Liquor and Cannabis Licensing Applications or Referrals** For a Liquor-Primary \$1610.00 \$1650.00 \$1690.00 \$1730.00 \$1770.00 \$1810.00 \$1850.00 License For a Temporary or \$810.00 \$830.00 \$850.00 \$870.00 \$890.00 \$910.00 \$930.00 Permanent

	I				1	1		1		
amendment to an										
existing License	# 4000 00	04440.00	04440	00	04470.00	# 4000 00	# 4000.00	# 4000.00		
For a Liquor License	\$1080.00	\$1110.00	\$1140	.00	\$1170.00	\$1200.00	\$1230.00	\$1260.00		
Endorsement	* 400 00	440000	* 4 4 0 4		* 4 = 2 2 2	* 4 0 0 0 0	4.70.00	4400.00		
For a Special	\$120.00	\$130.00	\$140.0)()	\$150.00	\$160.00	\$170.00	\$180.00		
Occasion License										
For a Special	\$550.00	\$570.00	\$590.0	00	\$610.00	\$630.00	\$650.00	\$670.00		
Occasion License										
requiring a Council										
resolution										
Zoning Bylaw text	\$7970.00	\$8130.00	\$8300	.00	\$8470.00	\$8640.00	\$8820.00	\$9000.00		
amendment for non-										
medical cannabis										
retail store										
Amendments to	\$1080.00	\$1110.00	\$1140	.00	\$1170.00	\$1200.00	\$1230.00	\$1260.00		
existing non-medical										
cannabis retail										
licenses										
		Comprehe	ensive D	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	\$120.0	00	\$130.00	\$140.00	\$150.00	\$160.00		
(plus an additional fee	per	per	per		per hectare	per	per	per		
per hectare of the	hectare	hectare	hectare			hectare	hectare	hectare		
planning area to a										
maximum Step B fee										
of \$30,000.00)										
	Ag	ricultural La	nd Con	nmiss	sion Applicati	ions				
Application for a Non-A	Application for a Non-Adhering Residential Use*									
Note: \$450.00 to be paid to the ALC if the City forwards					\$450.00					
the application to the ALC.										
Application for Inclusion* No Fee.										
Application for Non-Far		odivision*								
Note: \$750.00 to be paid to the ALC if the City forwards					\$750.00					
the application to the ALC.										
Soil Use for Placement of Fill or Removal of Soil*										
Note: \$750.00 to be paid to the ALC if the City forwards					\$750.00					
the application to the ALC.										
Extensions, Renewal, Amendments										
Applicationt	#200 00			•			форо оо	<u> </u>		
Application extension	\$280.00	\$290.00	\$300.0	JU	\$310.00	\$320.00	\$330.00	\$340.00		
request (prior to an										
application lapsing)	4055.55	405555			001000	40000	405555	40 (5.55		
Renewal of issued	\$280.00	\$290.00	\$300.0)()	\$310.00	\$320.00	\$330.00	\$340.00		
development permit										
(no change in										
conditions)										

Amendment to issued Development Permit (General Manager or Council consideration) Temporary Use Permit Extension	\$550.00 \$550.00	\$570.00 \$570.00	\$590.00 \$590.00	\$610.00 \$610.00	\$630.00 \$630.00	\$650.00 \$650.00	\$670.00 \$670.00	
EXICIOIOT		Othe	r Applicatio	n Fees				
Other Application Fees Board of variance \$750.00 \$770.00 \$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 registration required	\$40.00 per document.	\$50.00 per document.	\$60.00 per document.	\$70.00 per document.	\$80.00 per document.	\$90.00 per document.	\$100.00 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	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	50%				
Development Review Committee	30 /6				
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.					
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READ A FIRST,	SECOND AN	ID THIRD	TIME	THIS	10 TH I	DAY	OF I	DECEN	ЛBER,	2024
ADOPTED										

MAYOR
CORPORATE OFFICER