

**A Bylaw to Establish Fees and Charges for City Services and  
Information**

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WHEREAS Section 194 of the *Community Charter* authorizes Council, by bylaw, to impose fees and charges payable in respect of any service it considers necessary or desirable;

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 Corporation of the City of Port Coquitlam enacts as follows:

**CITATION:**

1. This Bylaw shall be cited as "Fees and Charges Bylaw, 2025, No. 4415".

**ADMINISTRATION:**

2. The City of Port Coquitlam hereby imposes fees for the provision of services and information as specified in the Schedules attached to this Bylaw.
3. This Bylaw shall come into effect on January 1, 2026.
4. Wherever this Bylaw sets out fees and charges with respect to other City of Port Coquitlam bylaws and other such bylaws contain similar fees and charges, this Bylaw is deemed to prevail.

**SEVERABILITY:**

5. If any part, section or Schedule of this Bylaw is, for any reason, held to be invalid by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this Bylaw.

REPEAL:

6. "Fees and Charges Bylaw, 2024, No. 4390" including all amendments is hereby repealed.

READ A FIRST TIME this	4 <sup>th</sup> day of	November, 2025
READ A SECOND TIME this	4 <sup>th</sup> day of	November, 2025
READ A THIRD TIME this	4 <sup>th</sup> day of	November, 2025
RESCIND THIRD READING this	12 <sup>th</sup> day of	November, 2025
RE-READ THIRD READING this	12 <sup>th</sup> day of	November, 2025
ADOPTED this	25 <sup>th</sup> day of	November, 2025

B. WEST

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Mayor

C. DEAKIN

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Corporate Officer

## **Schedules of Bylaw No. 4415 2026 Fees and Charges**

- Schedule A – General and Administration
- Schedule B – Engineering and Public Works
- Schedule C – Parks and Recreation
- Schedule D – Development Applications
- Schedule E – Building Services
- Schedule F – Freedom of Information and Protection of Privacy
- Schedule G – Fire and Emergency Services
- Schedule H – Cemetery Services
- Schedule I – Soil Deposit
- Schedule J – Filming
- Schedule K – Subdivision and Engineering Development
- Schedule L – Controlled Substance Nuisance
- Schedule M – Animal Control
- Schedule N – Property Standards and Nuisance Abatement
- Schedule O – Board of Variance
- Schedule P – Sign Bylaw Fee

**Schedule "A"**  
**GENERAL AND ADMINISTRATION**  
**FEES & CHARGES**

<b>Item</b>	<b>Fee</b>
Apportionment of Property per folio created	\$25
Business Licence Reports	\$25
Contract Documents (City Tender)	\$50
Fee to have non-certified cheque certified or prepare bank draft	\$25
Interest on Overdue Accounts Receivable	Bank of Canada Prime Rate + 4%
<b>LAND TITLE COSTS:</b>	
Title Search	\$15
Plan Copies	\$20
Imaged Records	\$20
Registration of Development Permit	\$100
Listing of all properties with tax levies by roll number	\$300
Microfilm Prints – Land Registry plans, as constructed drawings	\$20 per sheet (max \$160)
Overtime or fast-track requests for copying	\$50.00 per hour
Photocopies Letter Size (8 1/2" X 11")	\$0.35 per page
Photocopies Legal Size (8 1/2" X 14")	\$0.35 per page
Photocopies of Bound Reports	\$1 per page
Printed Material: A-3 (11" x 17") pre-made map or copies	\$10
Printed Material: A-1 (22" x 34") standard pre-made map	\$25
Printed Material: A-1 (22" x 34") custom map, \$25.00 + estimate staff time @ \$90/hr	Varies
Printed Material: A-0 (34" x 47") standard pre-made map	\$50.00
Printed Material: A-0 (34" x 47") custom map, \$50.00 + estimate staff time @ \$90/hr	Varies
Property listing of outstanding taxes for mortgage companies (chg'd to financial institutions)	\$20
Property roll refund fee for property tax/utility overpayment per folio (no charge for 1st refund)	\$25
Property tax notices – prior years	\$5
Returned cheques/N.S.F. payment	\$30
Statement of taxes outstanding for the current year per parcel issued over the counter, by fax or by mail	\$45
Statement of taxes outstanding for the current year per parcel by BC Online	\$40
Surveys or small drawings up to 11 x 17")	\$16 for 1 <sup>st</sup> copy plus \$4 per additional sheet
Surveys or large drawings (>11 x 17")	\$35 for 1 <sup>st</sup> copy plus \$4 per additional sheet
Scanned drawings provided on a USB flash drive	\$35 for 1 <sup>st</sup> image plus \$4 per additional image
Tax and or utility information prior to current year	\$75 per hour

Notes:

1. All fees are exclusive of tax, which will be added, if applicable.
2. Additionally, a 15% administration fee may be added.

**Schedule "B"**  
**ENGINEERING AND PUBLIC WORKS**  
**FEES & CHARGES**

<b>Item</b>	<b>Fee</b>
Address change - new or existing building	\$300 per building
Address change - subdivisions	\$300 per lot up to 4 lots; \$50 for each lot thereafter
Address change - <del>New Buildings (after 1<sup>st</sup>-4)</del> new or existing industrial, commercial or institutional units	\$50
Arterial Road Service Connection	\$750
Barge Ramp Use Permit	\$250
Bear lock – third arm for 240 L cart	\$12 replacement cost
Bear lock – third arm for 360 L cart	\$14 replacement cost
Bear lock for 240 L (includes hasp)	\$48 replacement cost
Bear lock for 360 L (includes hasp)	\$110 replacement cost
Blasting Permit	\$120
Communications Infrastructure Installation	\$150
Communications Infrastructure Rental	\$200/yr
Curb and Gutter Restoration	\$400 per cut
Curb Stencil Fee	\$50
Ditch Crossing Inspection	\$150
Ditch Crossing Permit	\$200
Fish Stencil Deposit	\$500
Highway Use (Monitoring Well) Permit Application or Renewal Fee	\$350 \$100 per additional lane closure
Highway Use Permit Application Fee	\$120
Highway Use Permit Inspection Fee	\$150
Highway Use – Construction Trailer/Bin, etc.	\$300 per month
Highway Encroachment Permit – Application Fee	\$120
Highway Encroachment Permit – Annual Fee	5% of land value multiplied the sq ft of the encroachment area (min. \$100 annually)
Highway Use - Soil Anchor Deposit	\$1500 (per anchor)
Hydrant Use (daily)	\$192.50 flat rate/unit, see notes 8, 9
Hydrant Use (weekly)	\$307.50 flat rate/unit, see notes 7, 8, 9
Hydrant Use – Outside Business Hours (daily)	\$515 flat rate/unit, see note 9
Hydrant Use – Outside Business Hours (weekly)	\$625 flat rate/unit, see notes 7, 9
Hydrant Use Change Fee from Business Hours to Outside Business Hours	\$170 flat rate/unit, see note 9
Inspection Fee for Security Release	\$150
Newspaper Box Deposit (per Box)	\$50

**Schedule "B" Cont'd**  
**ENGINEERING AND PUBLIC WORKS**  
**FEES & CHARGES**

Newspaper Box Fee – Annual Fee (per Box)	\$40
Overload/Overweight Vehicle Permit	\$60/day
Road/Lane Closures	\$120
Road/Lane Closures – Moving Container	\$60
Sanitary Sewer Connection Permanent Cap-off (Disconnection)	\$3275, see note 11
Sanitary Sewer Connection Re-use (including requests for the installation of an Inspection Chamber to an existing service)	\$3700 see notes 10, 11, 12, 13
Sanitary Sewer Connection (100mm)	\$8205, see notes 2, 3, 11, 12
Sanitary Sewer Connection (100mm) – extra length	\$460/m, see note 6
Sidewalk Restoration	\$1000 per cut
Sign – Street Name - 1 sign	\$140
Sign – Street Name – 2 signs	\$180
Sign – Stop, Cul-de-sac, Speed, and School Crossing	\$190
Sprinkling Permit	\$30 (valid 21 days)
 Sprinkling Permit Renewal	 \$10
Storm Sewer Connection (150mm)	\$7445, see notes 2, 3, 11, 12
Storm Sewer Connection (150mm) – extra length	\$460/m, see note 6
Storm Sewer Connection Permanent Cap-off (Disconnection)	\$2430, see note 11
Storm Sewer Connection Re-use (including requests for the installation of an Inspection Chamber to an existing service)	\$3700, see notes 10, 11, 12, 13
Traffic Data	\$60/hr (1 hr minimum)
Tree cutting permit	\$100 per cut tree
Tree cutting permit for a tree deemed hazardous	N/C - requires approval from the Parks Section Manager
Water Connection (38mm) including meter box and setter	\$9485 see notes 2, 3, 11, 12
Water Connection (38mm) – extra length	\$460, see note 6
Water Connection (50mm)	\$10,215, see notes 2, 3, 11, 12, 15, 16
Water Connection (50mm) – extra length	\$505/m, see note 6
Water Connection Permanent Cap-off (Disconnection)	\$3670, see note 11
Water Service Branch (supplementary) (38 mm)	\$2675
Fire Flow Analysis	\$90
Fire Flow Testing / Measuring	\$125
Water Meter Setter and Box Installation on an existing service	\$2675, see notes 4, 11, 12, 14
Water Meter Testing, up to and including 1" meter)	\$365
Water Meter Testing (>1" meter and up to and including 2" meter)	\$667.50
Water Meter Testing (> 2" meter)	\$997.50
Water Meter Testing (Fireline meter)	\$965
Water Meter Testing – Meters in designated Confined Space	\$115 additional charge
Water Shut Off or Turn On (business hours)	\$95 each request
Water Shut Off or Turn On (outside business hours)	\$275 each request
Water Tie-in Straight or Tee (200 mm diameter and smaller)	\$6530 see notes 4, 11
Special Water Meter Reading	\$137.50

Notes:

1. Fees and Charges do not include applicable taxes.
2. The standard fees are applicable for detached residential service connections that require an excavation depth of no greater than 2.1 metres and the utility main is located within 8 metres of the property being serviced. Standard fees exclude sidewalk, curb and gutter restoration. Service connections that do not meet the noted criteria will be quoted on a fixed cost basis.
3. Water, sanitary & storm sewer service connections located on an arterial road will be charged the Arterial Road Service Connection fee.
4. The depth of the excavation must be no greater than 2.1 metres and the main to be tied in must be closer than 6.0 metres to the City water main. The contractor is to supply all required materials for the tie-in.
5. All other engineering works and services not identified in the Schedule B – Fees and Charges will be carried out on a quoted fixed cost basis.
6. Installation of utility per metre length or portion thereof greater than 8 metres.
7. Daily use charge will be used between the period of November 1 and March 15. A weekly use charge is not permissible during this period.
8. Standard Business Hours are Monday – Friday, 07:00 – 15:30 (excluding any statutory holiday). Any requirement to install and/or remove a hydrant backflow preventer outside of these hours will require the payment of the Hydrant Use Outside Business Hours (daily) or Hydrant Use Outside Business Hours (weekly) charge, as appropriate.
9. Any change to a requirement to install and/or remove a hydrant backflow preventer from Business Hours to Outside Business Hours will result in a Hydrant Use Change Fee for each and every change.
10. A resident or developer may request a Re-use of an existing storm and/or sanitary connection but Re-use (or the installation of an Inspection Chamber) is subject to an inspection by the City to determine its/their suitability. If the City, in its sole discretion, determines that the existing connection(s) is/are not suitable for Re-use, fee(s) will be fully utilized for a cap-off of the service(s) and the resident/developer will be required to request a NEW connection(s) with the applicable fee(s) payable.
11. The fees are charged based on a standard installation or disconnection. Should any installation or disconnection service require additional work or requirements, the City will estimate the cost of the additional work or requirements and the resident/developer will be required to agree to and pay for these additional costs prior to any work commencing.
12. The requirement or request to install an H20 rated box on any service will incur an additional charge of \$50 per box.
13. A resident or developer may request the installation of an Inspection Chamber onto an existing service, subject to the City's confirmation that the existing service is suitable.
14. Installation of a water meter setter and box onto an existing service can be requested subject to the City's approval (services will need to be less than 25 years old). Should the City determine a water service is not suitable for a water meter setter and box to be installed on an existing service, the resident/developer will need to apply for a Water Cap-off (Disconnection) of the existing service and a new Water Service Connection and pay both the associated fees.
15. The City will, in its sole discretion, determine the need for 50mm water services as part of development applications, if the developer/home-owner has not requested one.
16. The Water Connection (50mm) fee covers installation costs to the Property Line. Any work required to sub-divide the 50mm water service at or within the Property Line is a separate fee, as determined by Development Services upon application.

## **Schedule "C" PARKS & RECREATION FEES & CHARGES**

### **FACILITY RENTAL PRICING**

#### **Customer Types**

**General Public - Residents:** Individuals residing in Port Coquitlam.

**General Public - Non-Residents:** Individuals residing outside of Port Coquitlam.

**Local Non-Profit Group - Youth/Schools:** Registered non-profit groups or charitable status organizations that are primarily youth and at least 75% Port Coquitlam residents. This customer type includes School District #43 schools or any school with a Port Coquitlam address. Sport groups must be a member of Port Coquitlam Sports Alliance Society (PCSA).

**Local Non-Profit Group - Adult:** Registered non-profit groups or charitable status organizations that are primarily adult and at least 75% Port Coquitlam residents. Sport groups must be a member of PCSA.

**Local Private Group:** Organizations that do not have non-profit or charitable status documentation but are at least 75% Port Coquitlam residents. Includes sport groups that are not members of PCSA.

**Commercial/Non-Resident/Political:** Organizations that do not have at least 75% Port Coquitlam residents. Includes sport groups that are not members of PCSA.

#### **Special Incentives**

**Community Serving:** Local non-profit or charitable status organizations can book a small meeting room at "no charge" for a maximum of two hours, once a week for meeting purposes.

**Special Event Discount:** Facilities reserved for tournaments, championships, or City supported events, are eligible to receive a 15% discount from the regular hourly rate for full day rentals (8+ hours). This discount will not be applicable to extra/miscellaneous fees.

**Fundraising Events:** An event benefiting a local non-profit community organization or charity that provides local community benefit and contributes to a feeling of community identity and spirit, may request a rental fee reduction or fee waiver.

The Recreation Director is authorized to waive or reduce fees for rentals identified in the Fees and Charges Bylaw – Schedule "C" on a case by case basis. Any discount will not apply to extra/miscellaneous fees.

#### **General Notes**

**Damage Deposit:** Any rentals may be subject to a damage deposit up to \$500.00

**Extra Charge:** Rentals requiring staffing support (wages as specified in the Collective Agreement with CUPE Local 498) and/or additional resources are subject to additional charges.

**Taxes:** All listed prices exclude relevant taxes, which are calculated at the point of sale.

**Rental Duration:** All rentals are reserved for at least 1-hour, special requests will be reviewed based on availability.

**Schedule "C"**  
**PARKS & RECREATION FEES & CHARGES**

**Multi-Purpose Rooms - Small (1-50 Capacity)**

**Facilities:**

- **Aggie Park:** Meeting Room
- **Gates Park:** Meeting Room
- **Gathering Place:** Community Room
- **Hyde Creek Recreation Centre:** Community Room 2, Community Room 3, Conference Room, Fitness Studio, Lecture Room, Lobby, Personal Training Studio, Sports Hall, Youth Centre
- **Outlet:** Studio
- **Port Coquitlam Community Centre:** Fitness Studio, Games Room, Small Multi-Purpose Room, Main Lobby Arena Lobby, Concession Landing, Corridor West, Corridor Middle, Corridor East, Arena Meeting Room, Aquatic Activity Room

**Note:**

- After hours rentals may be subject to additional charges.

Individuals	2026 Rate
<b>General Public – Residents</b>	\$22.83/hour
<b>General Public - Non-Residents</b>	\$27.44/hour

Organizations	2026 Rate
<b>Local Non-Profit - Youth/Schools</b>	\$9.17/hour
<b>Local Non-Profit - Adult</b>	\$18.27/hour
<b>Local Private</b>	\$22.83/hour
<b>Commercial/Non-Resident/Political</b>	\$27.40/hour

**Schedule "C"  
PARKS & RECREATION  
FEES & CHARGES**

**Multi-Purpose Rooms - Medium (51-100 Capacity)**

**Facilities:**

- **City Hall:** Council Chambers
- **Gathering Place:** Michael Wright Art Gallery
- **Outlet:** Work Room
- **Port Coquitlam Community Centre:** Laking Room, J.B. Young Room, Wilson Lounge

**Note:**

- After hours rentals may be subject to additional charges.

<b>Individuals</b>	<b>2026 Rate</b>
<b>General Public - Residents</b>	\$61.88/hour
<b>General Public - Non-Residents</b>	\$74.26/hour

<b>Organizations</b>	<b>2026 Rate</b>
<b>Local Non-Profit - Youth/Schools</b>	\$24.75/hour
<b>Local Non-Profit - Adult</b>	\$49.51/hour
<b>Local Private</b>	\$61.88/hour
<b>Commercial/Non-Resident/Political</b>	\$74.26/hour

## Multi-Purpose Rooms - Large (101 - 300 Capacity)

### **Facility:**

- **Port Coquitlam Community Centre: Mabbett Hall**

### **Notes:**

- *May be divided into halves for approved rentals, each side is rented out at half the price of the entire room.*
- *After hours rentals may be subject to additional charges.*

Individuals	2026 Rate
<b>General Public - Residents</b>	\$123.78/hour
<b>General Public - Non-Residents</b>	\$148.53/hour

Organizations	2026 Rate
<b>Local Non-Profit - Youth/Schools</b>	\$49.51/hour
<b>Local Non-Profit - Adult</b>	\$99.01/hour
<b>Local Private</b>	\$123.78/hour
<b>Commercial/Non-Resident/Political</b>	\$148.53/hour

**Schedule "C"  
PARKS & RECREATION  
FEES & CHARGES**

**Gymnasiums**

**Facilities:**

- **Hyde Creek Recreation Centre:** Gymnasium
- **Port Coquitlam Community Centre:** Gymnasium

**Note:**

- *After hours rentals may be subject to additional charges.*

<b>Individuals</b>	<b>2026 Rate</b>
<b>General Public - Residents</b>	\$75.98/hour
<b>General Public - Non-Residents</b>	\$91.14/hour

<b>Organizations</b>	<b>2026 Rate</b>
<b>Local Non-Profit - Youth/Schools</b>	\$30.38/hour
<b>Local Non-Profit - Adult</b>	\$60.76/hour
<b>Local Private</b>	\$75.98/hour
<b>Commercial/Non-Resident/Political</b>	\$91.14/hour

**Schedule "C"  
PARKS & RECREATION  
FEES & CHARGES**

Park Shelters

**Facilities:**

- **Castle Park:** Park Shelter
- **Lions Park:** Park Shelter
- **Peace Park:** Gazebo
- **Settlers Park:** Park Shelter

**Note:**

- Park shelters and gazebo are rented in 4-hour blocks per day.

Individuals	2026 Rate
<b>General Public - Residents</b>	\$75.01/event
<b>General Public - Non-Residents</b>	\$90.02/event

Organizations	2026 Rate
<b>Local Non-Profit - Youth/Schools</b>	\$30.01/event
<b>Local Non-Profit - Adult</b>	\$60.01/event
<b>Local Private</b>	\$75.01/event
<b>Commercial/Non-Resident/Political</b>	\$90.02/event

**Schedule "C"**  
**PARKS & RECREATION**  
**FEES & CHARGES**

Outdoor Event Space

**Facilities:**

- **Leigh Square:** Plaza
- **Port Coquitlam Community Centre:** Terry Fox Hometown Plaza
- **Lions Park:** Railside Skate Park

Individuals	2026 Rate
<b>General Public - Residents</b>	\$73.54/event
<b>General Public - Non-Residents</b>	\$88.25/event

Organizations	2026 Rate
<b>Local Non-Profit - Youth/Schools</b>	\$29.42/event
<b>Local Non-Profit - Adult</b>	\$58.83/event
<b>Local Private</b>	\$73.54/event
<b>Commercial/Non-Resident/Political</b>	\$88.25/event

**Schedule "C"  
PARKS & RECREATION  
FEES & CHARGES**

Arenas - Ice

**Facilities:**

- **Port Coquitlam Community Centre:** Arena 1 (Blue/Spectator), Arena 2 (Green), Arena 3 (Purple)

**Notes:**

- *In July and August, ice rentals are lowered to the Local Non-Profit - Youth/Schools rate for all user groups.*
- *Staff support may be available, at an additional charge.*

Individuals	2026 Rate
<b>General Public - Residents</b>	\$294.69/hour
<b>General Public - Non-Residents</b>	\$353.63/hour

Organizations	2026 Rate
<b>Local Non-Profit - Youth/Schools</b>	\$117.88/hour
<b>Local Non-Profit - Adult</b>	\$235.75/hour
<b>Local Private</b>	\$294.69/hour
<b>Commercial/Non-Resident/Political</b>	\$353.63/hour

**Schedule "C"  
PARKS & RECREATION  
FEES & CHARGES**

**Arenas - Dry Floor**

**Facilities:**

- **Port Coquitlam Community Centre:** Arena 1 (Blue/Spectator), Arena 2 (Green), Arena 3 (Purple)

<b>Individuals</b>	<b>2026 Rate</b>
<b>General Public - Residents</b>	\$112.04/hour
<b>General Public - Non-Residents</b>	\$134.49/hour

<b>Organizations</b>	<b>2026 Rate</b>
<b>Local Non-Profit - Youth/Schools</b>	\$44.85/hour
<b>Local Non-Profit - Adult</b>	\$89.64/hour
<b>Local Private</b>	\$112.04/hour
<b>Commercial/Non-Resident/Political</b>	\$134.49/hour

**Schedule "C"**  
**PARKS & RECREATION**  
**FEES & CHARGES**

Fields - Artificial Turf

**Facilities:**

- **Gates Park:** Artificial Turf 1, Artificial Turf 2, Artificial Turf 3

**Notes:**

- *In July and August, turf rentals are lowered to the Local Non-Profit - Youth/Schools rate for all user groups*
- *Artificial turf fields may be divided into halves; each side is rented out at half the price of an entire turf field. Each half of the artificial turf field must be rented for the same date, time and duration.*

Individuals	2026 Rate
General Public - Residents	\$62.95/hour
General Public - Non-Residents	\$75.55/hour

Organizations	2026 Rate
Local Non-Profit - Youth/Schools	\$25.19/hour
Local Non-Profit - Adult	\$50.37/hour
Local Private	\$62.95/hour
Commercial/Non-Resident/Political	\$75.55/hour

**Schedule "C"**  
**PARKS & RECREATION**  
**FEES & CHARGES**

Fields - Artificial Turf Warm-up

**Facility:**

- **Gates Park:** Artificial Turf 1 Warm-up, Artificial Turf 3 Warm-up

<b>Individuals</b>	<b>2026 Rate</b>
<b>General Public - Residents</b>	\$18.27/hour
<b>General Public - Non-Residents</b>	\$21.97/hour

<b>Organizations</b>	<b>2026 Rate</b>
<b>Local Non-Profit - Youth/Schools</b>	\$7.35/hour
<b>Local Non-Profit - Adult</b>	\$14.63/hour
<b>Local Private</b>	\$18.27/hour
<b>Commercial/Non-Resident/Political</b>	\$21.97/hour

**Schedule "C"**  
**PARKS & RECREATION**  
**FEES & CHARGES**

Fields - A-Level Grass

**Facilities:**

- **Aggie Park:** 1 Softball Diamond, 1 Soccer Field
- **Cedar Park:** 1 Softball Diamond, 1 Baseball Diamond, 1 Soccer Field
- **Citadel Middle School:** 1 Baseball Diamond, 1 Softball Diamond, 1 Soccer Field
- **Ecole des Pionniers:** 1 Soccer Field
- **Evergreen Park:** 1 Softball Diamond, 1 Soccer Field
- **Gates Park:** 1 Baseball Diamond, 2 Softball Diamonds, 2 Soccer Fields
- **McLean Park:** 4 Softball Diamonds, 1 Soccer Field
- **Minnekhada Middle School:** 1 Soccer Field
- **Terry Fox Park:** 1 Softball Diamond, 1 Soccer Field
- **Thompson Park:** 3 Baseball Diamonds

Individuals	2026 Rate
<b>General Public - Residents</b>	\$22.98/hour
<b>General Public - Non-Residents</b>	\$27.54/hour

Organizations	2026 Rate
<b>Local Non-Profit - Youth/Schools</b>	\$9.17/hour
<b>Local Non-Profit - Adult</b>	\$18.37/hour
<b>Local Private</b>	\$22.98/hour
<b>Commercial/Non-Resident/Political</b>	\$27.54/hour

**Schedule "C"  
PARKS & RECREATION  
FEES & CHARGES**

Fields - B-Level

**Facility:**

- **Pitt River Middle School:** 1 Soccer Field

<b>Individuals</b>	<b>2026 Rate</b>
<b>General Public - Residents</b>	\$17.20/hour
<b>General Public - Non-Residents</b>	\$20.68/hour

<b>Organizations</b>	<b>2026 Rate</b>
<b>Local Non-Profit - Youth/Schools</b>	\$6.91/hour
<b>Local Non-Profit - Adult</b>	\$13.77/hour
<b>Local Private</b>	\$17.20/hour
<b>Commercial/Non-Resident/Political</b>	\$20.68/hour

**Schedule "C"  
PARKS & RECREATION  
FEES & CHARGES**

Fields - C-Level

**Facilities:**

- **Central Elementary School:** 2 Baseball Diamonds
- **Sun Valley Park:** 1 Baseball Diamond

<b>Individuals</b>	<b>2026 Rate</b>
<b>General Public - Residents</b>	\$9.86/hour
<b>General Public - Non-Residents</b>	\$11.84/hour

<b>Organizations</b>	<b>2026 Rate</b>
<b>Local Non-Profit - Youth/Schools</b>	\$3.96/hour
<b>Local Non-Profit - Adult</b>	\$7.88/hour
<b>Local Private</b>	\$9.86/hour
<b>Commercial/Non-Resident/Political</b>	\$11.84/hour

**Schedule "C"  
PARKS & RECREATION  
FEES & CHARGES**

Indoor Pools – Lap (25m)

**Facility:**

- **Hyde Creek Recreation Centre: Lap Pool**

**Notes:**

- *In addition to the base rental rate:*
  - *two Aquatic Leaders are required for attendance levels of 1-40*
  - *three Aquatic Leaders are required for attendance levels of 41-80*
  - *four Aquatic Leaders are required for attendance levels of 81-120*
  - *five Aquatic Leaders are required for attendance levels of 121-300*
- *Swim clubs that provide National Lifeguard certified supervision may not require Aquatic Leaders.*
- *The Lap Pool can be divided into six lanes during operating hours; each lane may be rented out at 1/6 the price of the entire six lane 25m pool.*

Individuals	2026 Rate
<b>General Public - Residents</b>	\$117.23/hour
<b>General Public - Non-Residents</b>	\$140.65/hour

Organizations	2026 Rate
<b>Local Non-Profit - Youth/Schools</b>	\$46.88/hour
<b>Local Non-Profit - Adult</b>	\$93.77/hour
<b>Local Private</b>	\$117.23/hour
<b>Commercial/Non-Resident/Political</b>	\$140.65/hour

**Schedule "C"  
PARKS & RECREATION  
FEES & CHARGES**

**Pools - Lap (20m)**

**Facility:**

- **Port Coquitlam Community Centre: Lap Pool**

**Notes:**

- *In addition to the base rental rate:*
  - *two Aquatic Leaders are required for attendance levels of 1-40*
  - *three Aquatic Leaders are required for attendance levels of 41-80*
  - *four Aquatic Leaders are required for attendance levels of 81-120*
  - *five Aquatic Leaders are required for attendance levels of 121-300*
- *Swim clubs that provide National Lifeguard certified supervision may not require Aquatic Leaders.*
- *The Lap Pool can be divided into two lanes during operating hours; each lane may be rented out at 1/2 the price of the entire two lane 20m lap pool.*

<b>Individuals</b>	<b>2026 Rate</b>
<b>General Public - Residents</b>	\$31.30/hour
<b>General Public - Non-Residents</b>	\$37.51/hour

<b>Organizations</b>	<b>2026 Rate</b>
<b>Local Non-Profit - Youth/Schools</b>	\$12.54/hour
<b>Local Non-Profit - Adult</b>	\$25.02/hour
<b>Local Private</b>	\$31.30/hour
<b>Commercial/Non-Resident/Political</b>	\$37.51/hour

**Schedule "C"  
PARKS & RECREATION  
FEES & CHARGES**

Indoor Pools - Leisure

**Facilities:**

**Hyde Creek Recreation Centre: Leisure Pool**

**Port Coquitlam Community Centre: Leisure Pool**

**Notes:**

- *In addition to the base rental rate:*
  - *two Aquatic Leaders are required for attendance levels of 1-40*
  - *three Aquatic Leaders are required for attendance levels of 41-80*
  - *four Aquatic Leaders are required for attendance levels of 81-120*
  - *five Aquatic Leaders are required for attendance levels of 121-300*
- *Swim clubs that provide National Lifeguard certified supervision may not require Aquatic Leaders.*

<b>Individuals</b>	<b>2026 Rate</b>
<b>General Public - Residents</b>	\$101.70/hour
<b>General Public - Non-Residents</b>	\$122.01/hour

<b>Organizations</b>	<b>2026 Rate</b>
<b>Local Non-Profit - Youth/Schools</b>	\$40.67/hour
<b>Local Non-Profit - Adult</b>	\$81.34/hour
<b>Local Private</b>	\$101.70/hour
<b>Commercial/Non-Resident/Political</b>	\$122.01/hour

**Schedule "C"  
PARKS & RECREATION  
FEES & CHARGES**

**Outdoor Pools**

**Facilities:**

- **Aggie Park:** Centennial Pool
- **Robert Hope Park:** Robert Hope Pool

**Notes:**

- *In addition to the base rental rate:*
  - two Aquatic Leaders are required for attendance levels of 1-40
  - three Aquatic Leaders are required for attendance levels of 41-80
  - four Aquatic Leaders are required for attendance levels of 81-120
  - five Aquatic Leaders are required for attendance levels of 121-300
- *Swim clubs that provide National Lifeguard certified supervision may not require Aquatic Leaders.*
- *Rentals outside of regular hours may be subject to extra fees for opening/closing the outdoor pool.*
- *Centennial Pool can be divided into six lanes during operating hours; each lane may be rented out at 1/6 the price of the entire pool.*

<b>Individuals</b>	<b>2026 Rate</b>
<b>General Public - Residents</b>	\$48.76/hour
<b>General Public - Non-Residents</b>	\$58.51/hour

<b>Organizations</b>	<b>2026 Rate</b>
<b>Local Non-Profit - Youth/Schools</b>	\$19.51/hour
<b>Local Non-Profit - Adult</b>	\$39.00/hour
<b>Local Private</b>	\$48.76/hour
<b>Commercial/Non-Resident/Political</b>	\$58.51/hour

**Schedule "C"  
PARKS & RECREATION  
FEES & CHARGES**

**Outdoor Pools - Wading**

**Facilities:**

- **Routley Pool: Wading Pool**
- **Sun Valley Park: Wading Pool**

**Note:**

- *In addition to the base rental rate below, one Aquatic Attendant is required.*

<b>Individuals</b>	<b>2026 Rate</b>
<b>General Public - Residents</b>	\$47.42/hour
<b>General Public - Non-Residents</b>	\$56.90/hour

<b>Organizations</b>	<b>2026 Rate</b>
<b>Local Non-Profit - Youth/Schools</b>	\$18.97/hour
<b>Local Non-Profit - Adult</b>	\$37.93/hour
<b>Local Private</b>	\$47.42/hour
<b>Commercial/Non-Resident/Political</b>	\$56.90/hour

**Schedule "C"  
PARKS & RECREATION  
FEES & CHARGES**

**Outdoor Lacrosse Boxes**

**Facilities:**

- **Minnekhada Middle School:** Lacrosse Box
- **Rowland Park:** Lacrosse Box
- **Terry Fox Park:** Lacrosse Box

<b>Individuals</b>	<b>2026 Rate</b>
<b>General Public - Residents</b>	\$21.16/hour
<b>General Public - Non-Residents</b>	\$25.40/hour

<b>Organizations</b>	<b>2026 Rate</b>
<b>Local Non-Profit - Youth/Schools</b>	\$8.47/hour
<b>Local Non-Profit - Adult</b>	\$16.93/hour
<b>Local Private</b>	\$21.16/hour
<b>Commercial/Non-Resident/Political</b>	\$25.40/hour

**Schedule "C"**  
**PARKS & RECREATION**  
**FEES & CHARGES**

Sport Courts

**Facilities:**

- **Gates Park:** Tennis Courts 1-6
- **Terry Fox Park:** Tennis Courts 1-4
- **Port Coquitlam Community Centre:** Basketball Court, Pickleball Courts 1-4
- **Hyde Creek Recreation Centre:** Racquetball Court, Squash Court

**Note:**

- Courts booked based on availability.

Individuals	2026 Rate
<b>General Public - Residents</b>	\$6.86/hour
<b>General Public - Non-Residents</b>	\$8.20/hour

Organizations	2026 Rate
<b>Local Non-Profit - Youth/Schools</b>	\$2.74/hour
<b>Local Non-Profit - Adult</b>	\$5.46/hour
<b>Local Private</b>	\$6.86/hour
<b>Commercial/Non-Resident/Political</b>	\$8.20/hour

**Schedule "C"  
PARKS & RECREATION  
FEES & CHARGES**

Miscellaneous Items

**Notes:**

*Clean-up charges based on the permit request:*

- *Small and medium multi-purpose room rentals include one hour of clean-up charge*
- *Large multi-purpose room rentals include two hours of clean-up charge*

<b>Extra Fees</b>	<b>2026 Rate</b>
<b>Outdoor Event with Alcohol</b>	\$169.04/day
<b>Kitchen Rental (Gathering Place)</b>	\$37.18/hour
<b>Commercial Kitchen Rental (PCCC)</b>	\$97.36/hour
<i>* Pre-Approval Required</i>	
<b>Support and Clean-up Charge</b>	\$42.30/hour
<b>Damage Deposit</b>	\$500.00/event
<b>Set-Up/Take-Down Charge - Tables &amp; Chairs for 1-50 people</b>	\$30.22/event
<b>Set-Up/Take-Down Charge - Tables &amp; Chairs for 51-100 people</b>	\$73.03/event
<b>Set-Up/Take-Down Charge - Tables &amp; Chairs for 101-200 people</b>	\$146.06/event
<b>Set-Up/Take-Down Charge - Tables &amp; Chairs for 201-300 people</b>	\$194.71/event
<b>Set-Up/Take-Down Charge - City Owned Stage</b>	\$42.30/hour
<i>* Pre-Approval Required</i>	

**Schedule "C"  
PARKS & RECREATION  
FEES & CHARGES**

## ADMISSIONS PRICING

**ONE CITY:** Includes access (excluding registered programs) to drop-in programs, indoor and outdoor swimming pools, fitness areas, and arenas.

**VISIT PASS:** 10 and 20 visit passes are redeemed as one admission per scan (e.g. if a customer scans a pass at Hyde Creek Recreation Centre to swim and then visits the Port Coquitlam Community Centre to skate, the customer would redeem two visits).

- 10-visit pass is based on the cost of 9 single admissions (10% discount)
- 20-visit pass is based on the cost of 16 single admissions (20% discount)

**MONTHLY MEMBERSHIP:** Monthly commitment, auto-renewal can be setup, upon request.

- Based on the cost of 9 single admissions (10% discount)

**ANNUAL MEMBERSHIP:** Commitment of one year.

- Price is calculated at 9x the monthly rate (25% discount)

**YOUTH ACCESS ANNUAL MEMBERSHIP:** Commitment of one year.

- PLUS: Provides (11 – 18yrs) access to youth drop-in gym sessions such as volleyball, basketball and other special events for free.

**FAMILY:** Defined as, maximum two adults and children/youth/seniors in the same household. Price is calculated at the rate of one adult and two children.

**PERSONAL ASSISTANT:** An individual who is attending an activity as a personal assistant to provide support for a recreation customer and does not pay a fee. This practice ensures equitable access for customers of all abilities and it is not subject to financial need.

## Passes & Admissions

Preschool (0-4)	2026 Rate
<b>Single Admission</b>	\$0.00
<b>One City Monthly Pass</b>	\$0.00

**Schedule "C"**  
**PARKS & RECREATION**  
**FEES & CHARGES**

<b>Child (5-12)</b>	<b>2026 Rate</b>
<b>Single Admission</b>	\$3.32
<b>10-Visit Pass</b>	\$29.90
<b>20-Visit Pass</b>	\$53.15
<b>One City Monthly Pass</b>	\$29.90
<b>One City Annual Pass</b>	\$269.09

<b>Youth/Young Adult (13-24)</b>	<b>2026 Rate</b>
<b>Single Admission</b>	\$4.99
<b>Youth Access Annual Membership - PLUS</b>	\$16.40
<b>10-Visit Pass</b>	\$44.84
<b>20-Visit Pass</b>	\$79.73
<b>One City Monthly Pass</b>	\$44.84
<b>One City Annual Pass</b>	\$403.62

<b>Adult (25-59)</b>	<b>2026 Rate</b>
<b>Single Admission - HC, PCCC</b>	\$6.65
<b>10-Visit Pass</b>	\$59.79
<b>20-Visit Pass</b>	\$106.30
<b>One City Monthly Pass</b>	\$59.79
<b>One City Annual Pass</b>	\$538.17

**Schedule "C"**  
**PARKS & RECREATION**  
**FEES & CHARGES**

<b>Senior (60-79)</b>	<b>2026 Rate</b>
<b>Single Admission</b>	\$4.99
<b>10-Visit Pass</b>	\$44.84
<b>20-Visit Pass</b>	\$79.73
<b>One City Monthly Pass</b>	\$44.84
<b>One City Annual Pass</b>	\$403.62

<b>Super Senior (80+)</b>	<b>Resident 2026 Rate</b>	<b>Non-Resident 2026 Rate</b>
<b>Single Admission - HC, PCCC</b>	\$0	\$4.99
<b>One City Annual Pass</b>	\$0	\$403.62

<b>Family</b>	<b>2026 Rate</b>
<b>Single Admission - HC, PCCC</b>	\$13.30
<b>10-Visit Pass</b>	\$119.58
<b>20-Visit Pass</b>	\$212.62
<b>One City Monthly Pass</b>	\$119.58
<b>One City Annual Pass</b>	\$1,076.33

**Schedule "C"**  
**PARKS & RECREATION**  
**FEES & CHARGES**

**Sports Equipment Fees**

<b>Extra Fees</b>	<b>2026 Rate</b>
<b>Skate Rental</b>	\$3.19/skate
<b>Helmet Rental</b>	\$2.16/helmet
<b>Skate Sharpening</b>	\$6.31/sharpening

**Schedule "C"**  
**PARKS & RECREATION**  
**FEES & CHARGES**

**Parking Fees at Facilities and Parks**

	<b>2026 Rate</b>
<b>Electric Vehicle Charging Station – initial 2-hour period</b>	\$1.00/hour
<b>Electric Vehicle Charging Station – after 2-hour period</b>	\$5.00/hour

**Schedule “D”**  
**DEVELOPMENT SERVICES**  
**FEES & CHARGES**

*This Schedule implements fees and charges pursuant to the requirements of the current Development Procedures Bylaw*

1. The fees and charges as set out in the tables of this Schedule shall apply.
2. Application fees are calculated at the time of application.
3. Additional fees incurred by the City will be charged to the applicant prior to a decision on an application where:
  - a. in the opinion of the Director of Development Services, a qualified professional must be retained for the purpose of assessing application information, and
  - b. legal fees are incurred by the City which, in the opinion of the Director, are necessary in order to obtain legal advice in the processing or implementation of an application approval including drafting or review of legal documents.
4. The required fee is the higher of the Calculated Fee or Minimum Fee.
5. The Refundable Fee of \$1200 is held for the purposes of municipal costs associated with holding a Public Hearing, Public Meeting or public consideration of a resolution and will be refunded if the application does not proceed to such consideration. For applications where a public hearing is waived or prohibited, this fee would not apply.
6. The Refundable Document Fee of \$100 or \$300 is held for the purposes of municipal costs associated with records management and will be refunded if the Permit is not approved or if the Permit application is withdrawn prior to registration.
7. The following acronyms apply:

<b>ALR</b>	Agricultural Land Reserve	<b>RRh</b>	Residential Rowhouse Zone
<b>CD</b>	Comprehensive Development Zone	<b>RS</b>	Residential Small-Scale Zone
<b>DP</b>	Development Permit	<b>RA</b>	Residential Apartment Zone
<b>DVP</b>	Development Variance Permit	<b>RTh</b>	Residential Townhouse Zone
<b>OCP</b>	Official Community Plan	<b>Committee</b>	Committee of Council
<b>RCS</b>	Regional Context Statement in the OCP (pertains to Regional Growth Strategy)	<b>Unit</b>	Dwelling unit (excluding secondary suite and accessory dwelling unit)

**Schedule "D" Cont'd**  
**DEVELOPMENT SERVICES**  
**FEES & CHARGES**

**Table 1 Application Fees: Single Residential, Duplex and Agricultural Zones**

	Zoning Amendment	OCP Amendment		Development Permit (RS Zones)		Development Permit (Accessory Dwelling Unit only)	
		With rezoning	Without rezoning	Conform to Zone	Varies Zone	Conform to Zone	Varies Zone
<b>Minimum Fee</b>	\$2500	\$2000	\$2000	\$1725 per Unit	\$2000 per Unit	\$1000	\$1500
<b>Calculated Fee:</b>							
First 20 lots, per proposed lot	\$200		\$200				
Next 21-60 lots, per proposed lot	\$150		\$150				
Remaining lots, per proposed lot	\$75		\$75				
<b>Refundable Fee</b>	\$1200	\$1200	\$1200	\$300	\$300	\$100	\$100

Notes to Table 1:

1. Applications for OCP or DP amendments will be determined to have been made at the same time as ("with") the rezoning application or to have been made at a different time ("without") by the Director of Development Services.
2. The Calculated Fee applies to residential developments involving subdivision and is the total of the number of proposed lots multiplied by the applicable fee per lot.
3. The fee for DP applications which varies zoning regulations is applied when the requested variance(s) require Committee or Council approval.

**Schedule "D" Cont'd**  
**DEVELOPMENT SERVICES**  
**FEES & CHARGES**

**Table 2 Application Fees: RRh, RTh and RA Zones**

	Zoning Amendment	OCP Amendment		Development Permit	
		With rezoning	Without rezoning	With rezoning	Without rezoning
Minimum Fee	\$2500	\$2000	\$2000	\$2300	\$2300
Calculated Fee:					
First 20 units, per proposed unit	\$200		\$200		\$230
Next 21-40 units, per proposed unit	\$150		\$150		\$172
Remaining units, per proposed unit	\$75	n/a	\$75		\$86
Refundable Fee	\$1200	\$1200	\$1200	\$300	\$300

Notes to Table 2:

1. The Calculated Fee is the total of the number of dwelling units proposed to be created multiplied by the applicable fee per unit.

**Table 3 Application Fees: Commercial Zones**

	Zoning Bylaw Amendment	OCP Amendment		Development Permit	
		With rezoning	Without rezoning	With rezoning	Without rezoning
Minimum Fee	\$2500	\$2000	\$2500	\$2300	\$2875
Calculated Fee:					
Per 100m <sup>2</sup> for site area up to 1000 m <sup>2</sup>	\$275		\$275		\$316
Per 100m <sup>2</sup> for next site area 1001m <sup>2</sup> to 20,000m <sup>2</sup>	\$100		\$100		\$115
Per 100m <sup>2</sup> remaining site area	\$ 50		\$ 50		\$ 58
First 20 units, per unit	\$200		\$200		\$230
Next 21-40 units, per unit	\$150		\$150		\$172
Remaining units, per unit	\$75		\$75		\$86
Refundable Fee	\$1200	\$1200	\$1200	\$300	\$300

Notes to Table 3:

1. The Calculated Fee is the combined total of the proposed commercial site area multiplied by the applicable fee per site area plus the number of proposed dwelling units times the applicable fee per unit.
2. For an addition or renovation to an existing building where no DP is registered for the site, the DP fee shall be calculated for the portion of the site subject to the addition or renovation including the parking required for the additional floor area.

**Schedule "D" Cont'd**  
**DEVELOPMENT SERVICES**  
**FEES & CHARGES**

**Table 4 Application Fees: Industrial, Institutional and Park Zones**

	Zoning Bylaw Amendment	OCP Amendment		Development Permit	
		With rezoning	Without rezoning	With rezoning	Without rezoning
Minimum Fee	\$2500	\$2000	\$1500	\$2300	\$2875
Calculated Fee:					
Per 100m <sup>2</sup> for site area of up to 1000 m <sup>2</sup>	\$150		\$150		\$172
Per 100m <sup>2</sup> for next site area 1001m <sup>2</sup> to 20,000m <sup>2</sup>	\$ 50		\$ 50		\$ 58
Per 100m <sup>2</sup> for remaining site area	\$ 30		\$ 30		\$ 35
Refundable Fee	\$1200	\$1200	\$1200	\$300	\$300

Notes to Table 4:

1. The Calculated Fee is the combined total of the proposed industrial or institutional site area multiplied by the applicable fee per site area.
2. For an addition or renovation to an existing building where no DP is registered for the site, the DP fee shall be calculated for the portion of the site subject to the addition or renovations including the parking required for the additional floor area.

**Table 5 Application Fees: Comprehensive Development Zones**

	Zoning Amendment	Development Permit
Minimum Fee	\$20,000	\$2300
Calculated Fee:		
Residential Use:		
First 20 units, per proposed unit		\$230
Next 21-40 units, per proposed unit		\$172
Remaining units, per proposed unit		\$86
Commercial Use:		
Per 100m <sup>2</sup> for site area up to 1000 m <sup>2</sup>		\$230
Per 100m <sup>2</sup> for site area 1001m <sup>2</sup> to 20,000m <sup>2</sup>		\$172
Per 100m <sup>2</sup> or portion for remaining site area		\$86
Industrial or Institutional Use:		
Per 100m <sup>2</sup> for site area of up to 1000 m <sup>2</sup>		\$172
Per 100m <sup>2</sup> for site area 1001m <sup>2</sup> to 20,000m <sup>2</sup>		\$58
Per 100m <sup>2</sup> or portion for remaining site area		\$ 35
Refundable Fee	\$1200	\$300

Notes to Table 5:

1. For an addition or renovation to an existing building where no DP is registered for the site, the DP fee shall be calculated for the portion of the site subject to the addition or renovations including the parking required for the additional floor area.

**Schedule “D” Cont’d**  
**DEVELOPMENT APPLICATIONS**  
**FEES & CHARGES**

**Table 6 Fees and Charges for Other Development Applications**

APPLICATION TYPE	Non-refundable Fee	Refundable Fee
Development Variance Permit:		
Residential Small-Scale and Institutional Zones	\$1150	\$100
Commercial, Industrial, RRh, RTh, RA and CD Zones	\$2300	\$100
Minor Development Variance Permit		
With a DP application in an RS Zone	\$0	\$100
Without a DP application	\$500	\$100
Heritage Alteration Permit	\$500	\$300
Heritage Revitalization Agreement	\$1500	\$1200
Temporary Use Permit	\$1000	\$1200
Watercourse Development Permit		
Agricultural, Single Residential and Small-Scale Zones	\$500	\$100
Commercial, Industrial, Institutional RRh, RTh, RA and CD Zones	\$2500	\$300
Environmental Conservation Permit in Institutional Zones	\$1000	\$100

**Schedule “D” Cont’d**  
**DEVELOPMENT SERVICES**  
**FEES & CHARGES**

**Table 7 Additional Charges and Fees**

APPLICATION TYPE	Non-refundable Fee	Refundable Fee
Zoning Bylaw Text Amendment		
Applicable to a Residential or Agricultural Zone	\$ 2000	\$1200
Applicable to an Industrial, Commercial, Institutional, or Comprehensive Development Zone	\$ 2500	\$1200
To the Supplementary Regulations of the Zoning Bylaw	\$ 2500	\$1200
OCP Text Amendment	\$ 2500	\$1200
OCP Amendment that includes an RCS Amendment	additional fee of \$5,000	
DP Amendment: minor change to a commercial, multiple residential or industrial building or DP design drawings that does not require Committee consideration	\$ 230	
DP Amendment: minor change to a commercial, multiple residential or industrial building or DP design drawings that requires Committee consideration	\$1150	
DP for a Façade Improvement: to a commercial, multiple residential or industrial building where there is no DP issued for the site	\$1150	\$300
Liquor Licence		
New licence or increase in person capacity	\$1000	\$1200
Amendment to licence	\$300	\$1200
Public Meeting fee if Committee or Council calls a Public Meeting for consideration of an application	\$1200	
Release or amendment of a DVP or legal agreement that does not require Committee or Council consideration	\$288	
Release or amendment of a DVP or legal agreement that requires Committee of Council consideration	\$1150	
Renewal Fees:		
Renewal of a Zoning or OCP Amendment Bylaw that is not adopted within two years from date of 3 <sup>rd</sup> Reading	50% application fee to maximum of \$5000	
Renewal of a DP that was not registered in the Land Title Office within one year from date of issuance	50% application fee to maximum of \$5000	
Temporary Use Permit renewal	\$250	\$1200
Cannabis Retail Licence		
New licence	\$1000	\$1200
Amendment to licence	\$300	\$1200

**SCHEDULE "E"**  
**BUILDING SERVICES**  
**FEES AND CHARGES**

*This Schedule to the Fees and Charges Bylaw implements fees and charges pursuant to the requirements of the current Building and Plumbing Bylaw*

1. The building permit application and issuance fee is required as set out in Table 1.

**Table 1: Building Permit Fees**

	<b>Fee required at time of building permit application</b>	<b>Fee required prior to building permit issuance</b>
<b>Construction Value</b>		
Up to \$5,000	\$120	0
\$5,000.01 - \$50,000	0.8% of construction value plus \$20	0.8% of construction value plus \$20
\$50,000.01 - \$500,000	0.55% of construction value plus \$150	0.55% of construction value plus \$150
Over \$500,000	0.45% of construction value plus \$750	0.45% of construction value plus \$750
<b>Foundation Permit</b>		
Standard building	Not applicable	\$230
Complex building	Not applicable	\$345
<b>Demolition Permit</b>		
Standard building	\$230	\$0
Complex building	\$460	\$0
<b>Chimney - liquid or solid fuel burning</b>	\$1400	0
<b>Building Move</b>		
Outside of the City	\$120	0
Within the City	\$230	1.25% of construction value
Into the City	\$500 plus building official charges	1.25% of construction value See note 4

**Notes to Table 1:**

1. If a Building Permit application is determined to not fit a permitted use, the application fee will be refunded.
2. Construction value may be adjusted based on standard industry estimating values. This does not include the cost of design.
3. Where professional design and field reviews are provided by an architect or professional engineer, the building permit fee shall be reduced by 2.5%, multiplied by that proportion of the value of the work which is subject to professional design and field reviews.
4. Construction value includes building materials but not processing equipment which is not regulated by the City or the BC Building Code. Construction value for a moved building includes building upgrades, foundation, services and other construction works.
5. Building official charges for a moved building are \$120 per hour plus travel costs to and from a site @ \$1 per km.

**SCHEDULE "E"**  
**BUILDING SERVICES**  
**FEES AND CHARGES**

Fees required at the time of building permit application will not be refunded. If a refund is requested after the building permit is issued, 50% of the fees paid at application and at permit issuance will be refunded provided that:

- construction has not started;
- inspections have not been completed for any construction;
- the building permit is surrendered;
- the applicant provides written notice to the Building Official to cancel the building permit; and,
- the amount exceeds \$120.

2. The minimum plumbing and service permit fee of \$120 is required at the time of permit application. The total fees payable will be calculated as set out in Table 2 and shall be paid prior to permit issuance.

**Table 2: Plumbing and Service Permit Fixture Fee**

Plumbing Minimum Permit Fee	\$120
Plumbing fixtures including water closet, washbasin, bathtub, shower, sink, water tank, floor drain, automatic washer, laundry, tub, dish washer, roof drain, bidet, or hose bib	\$ 30 each
For the alteration of plumbing where no fixtures are involved	\$ 30
Septic tank installation, repair or renewal	\$ 90 each
Sanitary sewer installation, repair or renewal	\$ 90 each
Sewer storm installation, repair or renewal	\$ 90 each
Water line installation, repair or renewal	\$ 90 each
Sanitary, storm or water piping within a building where no fixtures are involved	\$3.00-per metre

**Notes to Table 2:** Fees are required for the fixtures in the BC Building Code plus vacuum breaker, hydraulic equipment, sewage sump, oil interceptor, grease interceptor, gasoline interceptor, neutralizer and double check value assembly.

3. The minimum fire sprinkler permit fee of \$120 is required at the time of permit application. The total fees payable will be calculated as set out in Table 3 and shall be paid prior to permit issuance.

**Table 3: Fire Sprinkler Permit Fees**

Fire Sprinkler Minimum Permit Fee	\$120
Fire sprinkler	\$120
First sprinkler head	\$ 90
Additional sprinkler head	\$ 3.00 each
Fireline	\$ 3.00 per metre
Hydrant, sprinkler alarm valve, DP valve, Fire Department connection, hose cabinet, hose outlet, standpipe, fire pump	\$ 30 each

4. The minimum on-site service permit fee of \$120 is required at the time of permit application. The total fees payable will be calculated as set out in Table 4 and shall be paid prior to permit issuance.

**Table 4: On Site Service Permit Fees**

Onsite service minimum permit fee	\$120
Water main, sanitary or storm sewer installations for other than single residential or duplex residential;	\$ 3.00 per metre
Manhole, interceptor, catch basin or lawn drain	\$ 30 each
Fire hydrant	\$ 30 each
Water metre or chamber	\$ 90 each

**SCHEDULE "E"**  
**BUILDING SERVICES**  
**FEES AND CHARGES**

5. The energy permit fee is required for radiant and hydronic heating at the time of permit issuance. The fee is the greater of the minimum permit fee of \$120 or \$3.00 per 1000 BTU / hour of appliance input.
6. The charges set out in Table 6 shall be payable where service is provided due to non-compliance with the Bylaw.

**Table 6: Enforcement Fees**

A notification charge where correspondence is sent to the owner or tenant.	\$30
An inspection charge where an inspection notice is issued to the tenant and owner.	\$90
Stop Work Order charge to notify the contractor and owner where a stop work order is issued by a Building Official.	\$90
Do Not Occupy Notice charge where a notice is posted and the owner is notified by a Building Official.	\$90
Legal notification charge or correspondence sent from a solicitor retained by the City to start legal action.	\$175
File review and building code analysis charge where a Building Official reviews a file and completes a complex building code analysis to determine whether a building is safe.	\$230
Charge when work for which a permit is required is started before the permit has been issued.	Double the application and issuance fee.
Section 57 Notice filing fee for registration at the Land Title Office payable when the City sends the notice to the Land Title Office.	\$600

7. The fees and charges set out in Table 7 are applicable.

**Table 7: Other Fees and Charges**

Request	Fee/Charge Payment	Charges
<b>Backflow preventers</b> annual test form fee	When form is purchased	\$30 each
<b>Occupant Load Confirmation</b>	At time of request	\$120 minimum plus \$100 per hour, > one hour
<b>After Hours Permit Processing or Inspections</b>	Prior to permit issuance	\$150 per hour.
<b>Voluntary Inspection</b> of existing buildings or plumbing	At time of request	\$120 per hour
<b>Re-inspection Fees</b>	Prior to next inspection	
Third inspection		\$120
Fourth inspection		\$250
Fifth and subsequent inspections		\$500 each
<b>Re-plan Check Fee</b> where more than two plan check letters are sent or revisions are proposed	Prior to permit issuance	\$120 per hour
<b>Permit Transfer Fee</b>	Upon application	\$120
<b>Permit Extension Fee</b>	When requested	\$120

**SCHEDULE "E"**  
**BUILDING SERVICES**  
**FEES AND CHARGES**

**Table 7: Other Fees and Charges Cont'd**

<b>Request</b>	<b>Fee/Charge Payment</b>	<b>Charges</b>
<b>File search/comfort letter</b>		
For single, single and suite or duplex residential building	When requested	\$130 per unit
Per parcel, unit or strata lot for buildings other than single residential	When requested	\$250 each for the first 5, \$120 each remaining
<b>Alternate Solution fee</b> per item	At time of application	\$500
<b>Alternate Solution fee</b> where the time required for review exceeds 4 hours	Prior to building permit issuance	\$120 per hour

**Notes to Table 7:**

1. The minimum charge for after-hours permit processing is between one and four hours depending on when the work is scheduled.
2. Any applicable taxes will be required as additional charges.
3. A permit transfer fee applies when a building permit has been issued and is active with respect to a parcel of land and the registered ownership of the land is transferred. The new owner may obtain a revised building permit issued in the name of the owner upon payment of the transfer fee. The transferred building permit shall be deemed to have been issued on the date of the original issuance of the permit and to take effect from that date.
4. A land title search fee is applicable when required by the Building Official to confirm land ownership, legal descriptions, charges or encumbrances

**SCHEDULE "F"**  
***FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY***  
***FEES & CHARGES***

<b>Item</b>	<b>Fee</b>	<b>Comments</b>
Freedom of Information and Protection of Privacy – Requests for Information:	Fees payable for requests made under the Freedom of Information and Protection of Privacy Act shall be made in accordance with Regulation 323/93 of the FOIPP Act, Schedule of Maximum Fees.	These fees are not subject to taxes.

**Note:**

1. The above fees do not apply to records routinely available for release. In the case of routinely released records, the applicable administrative fees apply (as outlined in Schedule A of this Bylaw.)

**SCHEDULE "G"**  
**FIRE AND EMERGENCY SERVICES**  
**FEES & CHARGES**

*This Schedule to the Fees and Charges Bylaw implements fees and charges pursuant to the requirements of the current Fire and Emergency Services Bylaw*

**FIRE AND EMERGENCY SERVICES BYLAW NO. 4395**

Fire & Emergency Services Bylaw, No. 4395	Section:	Fee/Charge:
Vacant and Fire-Damaged Property	4.4.1	Actual cost. An administration fee of 15% will be added.
Post-Incident Watch	4.4.2	Actual cost. An administration fee of 15% will be added.
Demolition	4.5.3	Actual cost. An administration fee of 15% will be added.
Dangerous Goods Disposal	4.7.1	Actual cost. An administration fee of 15% will be added.
Fire Protection System Maintenance	5.3.2	Actual cost. An administration fee of 15% will be added.
Functional Demonstration of Alternative Solution	5.8.1	\$150
Technical Assistance	5.9.1	Actual cost. An administration fee of 15% will be added.
Construction Fire Safety Plan Review	5.11.1	\$200
Fire Safety Plan Review	5.12.2	\$200
Failure to Provide Current Contact Information	5.13	Cost for response. (Note 2) An administration fee of 15% will be added.
Open Air Burning Permit	6.6	\$50
Open Air Burning Prohibition	6.6	Cost for response. (Note 2) An administration fee of 15% will be added.
Removal of Fire Risk	6.9.1	Actual cost. An administration fee of 15% will be added.
Fireworks Permit	6.11	\$30
Fuel Dispensing / Underground Tank Permit	6.12	\$200
Failure to Obtain Permit for Underground Storage Tank Installation or Removal	6.12	\$500
Inspection Request	8.2.1	\$150

Fire & Emergency Services Bylaw, No. 4395	Section:	Fee/Charge:
Re-inspection	8.2.2	\$150 for first occurrence; \$300 for second occurrence; and \$400 for third and subsequent occurrences.
Fire Investigation Fee Cost Recovery (where damage exceeds \$5000)	8.3	\$750 per fire investigation invoiced to the owner/insurance company.
Contamination and Replacement of Equipment	8.5	Actual cost of replacement. An administration fee of 15% will be added.
Extraordinary Charges	8.6	Actual cost. An administration fee of 15% will be added.
Development Review Fees	8.7	0.05% of construction value; minimum fee of \$75.
Event Review Approval Inspection	8.9.2	\$150
Filming Special Effects and Pyrotechnics	8.10.2	\$250
Failure to Notify of Testing, Repair, Maintenance, Adjustment, or Alteration of Alarm System	8.11.2	\$500
False Alarms and Nuisance Alarms	8.12.1	\$0 for first false alarm; \$150 for second false alarm; \$250 for third false alarm; \$400 for forth false alarm; \$600 for fifth false alarm; \$900 for sixth and subsequent false alarms.
Serving and Compliance with Order	10.5.3	\$150 for first occurrence; \$300 for second occurrence; and \$400 for third and subsequent occurrences.
Compensation to Municipality	10.7	Actual cost. An administration fee of 15% will be added.

Note:

1. Any fees remaining unpaid at December 31<sup>st</sup> will be added to and form part of the taxes payable on the real property as tax in arrears.
2. Costs for response: Quint(s) - \$1,315 per hour/unit/incident; Engine(s) - \$855 per hour/unit/incident; Rescue(s) - \$776 per hour/unit/incident; Command unit(s) - \$310 per hour/unit/incident; Fire Prevention Officer(s) - \$200 per hour/person/incident.

**SCHEDULE "H"**  
**PORT COQUITLAM CEMETERY**  
**FEES AND CHARGES**

**A. PLOT FEES**

		<b>Resident</b>	<b>Former / Non-Resident</b>
1 a)	Single adult plot in Sections STA, STB, STE, STF, STG, STH, STI, STK, STL, STM, STN, STP or STQ	\$2,258	\$5,081
	Care Fund Contribution	\$1,246	\$2,804
	Expansion Fund Contribution	\$1,001	\$2,252
	License Fee	\$479	\$479
	Total	\$4,984	\$10,616
b)	Single child plot in Section D	\$1,318	\$2,966
	Care Fund Contribution	\$790	\$1,778
	Expansion Fund Contribution	\$584	\$1,314
	License Fee	\$479	\$479
	Total	\$3,171	\$6,537
c)	Single infant plot in Sections C or CA	\$1,100	\$2,475
	Care Fund Contribution	\$686	\$1,544
	Expansion Fund Contribution	\$488	\$1,098
	License Fee	\$479	\$479
	Total	\$2,753	\$5,596
d)	Single cremation plot in Sections CR1, CR2, CR3, CR4, CR5, or CR6	\$1,029	\$2,315
	Care Fund Contribution	\$547	\$1,231
	Expansion Fund Contribution	\$142	\$320
	License Fee	\$479	\$479
	Total	\$2,197	\$4,345
e)	Single niche in the columbarium niche section	\$3,180	\$7,155
	Care Fund Contribution	\$461	\$1,037
	Expansion Fund Contribution	\$434	\$977
	License Fee	\$479	\$479
	Total	\$4,554	\$9,648
f)	Care Fund Contribution for cremation ashes placed in a full burial plot	\$182	\$410
g)	Pedestal niche in the columbarium niche section	\$6,135	\$13,804
	Care Fund Contribution	\$801	\$1,802
	Expansion Fund Contribution	\$607	\$1,366
	License Fee	\$479	\$479
	Total	\$8,022	\$17,451

**SCHEDULE "H" Cont'd**  
**PORT COQUITLAM CEMETERY**  
**FEES AND CHARGES**

**A. PLOT FEES CONT'D**

		<b>Resident</b>	<b>Former / Non-Resident</b>
h)	Boulder Memorial and Granite Memorials	\$1,728	\$3,888
	Care Fund Contribution	\$261	\$587
	Expansion Fund Contribution	\$151	\$340
	License Fee	\$479	\$479
	Total	\$2,619	\$5,294
i)	Scattering (right of interment)	\$300	\$375

**B. SERVICE CHARGES**

		<b>Resident</b>	<b>Former / Non-Resident</b>
a)	Adult Plot	\$1,860	\$4,185
b)	Adult Plot with extra depth of grave to 2.4 m (8')	\$3,718	\$8,366
c)	Child Plot (6 to 12 years old, inclusive)	\$1,356	\$3,051
d)	Infant Plot (5 years old and younger)	\$903	\$2,032
e)	Cremation Plot - ( <i>Full burial plot, add care fund contribution \$182; Former/Non-Res \$410</i> )	\$706	\$1,589
f)	Cremation Plot with extra depth of grave	\$1,412	\$3,177
g)	Scatterings ( <i>includes care fund contribution of \$129; Former/Non-Res \$290</i> )	\$452	\$1,017
h)	Columbarium Niche	\$362	\$815
i)	Opening and closing for Columbarium between 2:00 pm and 4:00 pm on regular work days	Extra \$398	Extra \$896
j)	Opening and closing for Columbarium on Saturdays, Sundays and Statutory holidays and after 4:00 pm on regular work days	Extra \$792	Extra \$1,782
2.	Opening and Closing for Exhumation	Extra 100% of rate under B.1	Extra 100% of rate under B.1
3.	Opening and Closing for Burial between 2:00 pm and 4:00 pm on regular work days	Extra 50% of rate under B.1	Extra 50% of rate under B.1
4.	Opening and Closing for Burial on Saturdays, Sundays and statutory holidays and after 4 pm on regular work days	Extra 100% of rate under B.1	Extra 100% of rate under B.1
5.	Opening and Closing for Exhumation on Saturdays, Sundays and statutory holidays and after 4:00 pm on regular work days	Extra 200% of rate under B.1	Extra 200% of rate under B.1

**SCHEDULE "H" Cont'd**  
**PORT COQUITLAM CEMETERY**  
**FEES AND CHARGES**

		<b>Resident</b>	<b>Former / Non-Resident</b>
6.	In-ground Burials or In-ground Cremations Memorial. Installation of memorial marker (includes care fund contribution of \$29; Former/Non-Res \$66).	\$290	\$653
7.	Columbarium or Pedestal Niche Cremations Memorial. Max 3-line inscription. Installation of memorials for columbarium or pedestal niche (includes care fund contribution of \$120; Former/Non-Res \$158). <u>Additional Charges</u> 1) Extra Plate \$292 2) Special Characters (as per quote from supplier)	\$1,200	\$1,575
8.	Scattering Garden Memorial Max 3-line inscription and installation of memorials for scattering garden (includes care fund contribution of \$54; Former/Non-Res \$82)	\$540	\$814
9.	Removal and reinstallation of memorials	\$580	\$1,305

**C. GOODS**

1.	Standard Concrete Grave Liner <i>Note: Non-standard liners will be priced at cost plus 25%</i>	\$1,061
2.	Cremated Remains Liner	\$125
3.	Transfer of License Fee	\$151
4.	Niche Vase	\$277
5.	Engraving of second name on columbarium or pedestal niche (maximum 2 lines)	\$401
6.	License Fee	\$479
7.	Engraving of extra line on columbarium, pedestal niche or memorial book	\$131
8.	Marker Base	\$180
9.	Photo Plaque Charge	\$683

***SCHEDULE "I"***  
***SOIL DEPOSIT***  
***FEES & CHARGES***

<b>Item</b>	<b>Fee</b>
Application Fee	\$150.00
Renewal Fee	\$100.00
Transfer Fee	\$100.00

Note:

1. All fees are exclusive of tax, which will be added, if applicable.

**SCHEDULE "J"**  
**FILMING**  
**FEES & CHARGES**

<b>Item</b>	<b>Fee</b>
Film permit fee	\$750
Film permit fee (student)	\$10
Use of City Hall	\$1200/day Based on 12-hour day
Use of Cemetery	\$1500/day Regular weekday rate
	\$3000/day Weekend/statutory holiday rate
Use of City park	\$500/day
Use of City parking lot	\$500 /day
Use of City street	\$150/block/day
Use of City staff services	Billed for actual cost of service
Road/Lane Closures	Billed for actual cost of service
Use of Fire & Emergency Services Dept. services	Current charge rate billed at cost
Use of RCMP	Regular – \$95.00 per hour 1.5 Overtime – \$142.50 per hour 2.0 Overtime - \$190.00 per hour
Refundable damage deposit	\$5,000 per facility permitted to be used

Notes:

- D. All fees are exclusive of tax, which will be added, if applicable.
- E. An administration fee of 15% will be added to the above rates.

**SCHEDULE “K”**  
***Subdivision and Engineering Development***  
***Fees & Charges***

<b>Item</b>	<b>Fee</b>
Site Profile Application	\$100
Strata Title Conversion per strata lot to be created	\$1000 plus \$200 per lot to maximum \$5000
Strata Title Conversion application renewal	50% of conversion fee to a maximum of \$2500
Subdivision Application – Phased Strata	\$3000
Subdivision Application – first four lots	\$3000
Subdivision Application – each additional lot	\$250

Note:

1. All fees are exclusive of tax, which will be added, if applicable.

**SCHEDULE "L"**  
**CONTROLLED SUBSTANCE NUISANCE**  
**FEES AND CHARGES**

*This Schedule to the Fees and Charges Bylaw implements fees and charges pursuant to the requirements of the current Controlled Substance Nuisance Bylaw*

<b>INSPECTION SERVICES</b>	
Safety Inspection	\$6,500
Repost Do Not Occupy notice	\$250
Disconnect water distribution system	\$500
Reconnect water distribution system	\$100
Re-inspect and reseal water distribution system after alteration or tampering	\$500
Restoration Inspection	\$2,000
Each additional Restoration Inspection before removal of Do Not Occupy notice	\$250
Extension of time period to complete work	\$100
Register section 57 notice against land title	\$300

<b>FIRE SERVICES</b>	
Engine	\$600 per hour
Quint Device	\$1,315 per hour
Rescue vehicle	\$600 per hour
Special operations trailer	\$360 per hour
Fire Inspection vehicle	\$150 per hour
Duty Chief – per member	\$180 per hour

<b>POLICE SERVICES</b>	
<b>Dismantling – per member</b>	
• Regular Time	\$95.00 per hour
• 1.5 Overtime	\$142.50 per hour
• 2.0 Overtime	\$190.00 per hour
<b>Drug Disposal – per member</b>	
• Regular Time	\$95.00 per hour
• 1.5 Overtime	\$142.50 per hour
• 2.0 Overtime	\$190.00 per hour
<b>Exhibit Custodian Services</b>	
Drug Disposal	
• Regular Time	\$42.68 per hour
• 2.0 Overtime	\$85.36 per hour
<b>Equipment Disposal</b>	
• Regular Time	\$42.68 per hour
• 2.0 Overtime	\$85.36 per hour

**SCHEDULE "L" Cont'd**  
**CONTROLLED SUBSTANCE NUISANCE**  
**FEES AND CHARGES**

<b>Member cancellation procedures</b>
If a member is cancelled when at the office/or work site, a minimum 3 hours call-out plus private vehicle mileage/meal;
If a member is called at home within 24 hours of the scheduled overtime and cancelled, a 3-hour overtime charge will be applied;
3-hour overtime charge will be applied for the Traffic NCO's time to arrange/cancel scheduled members.

<b>OTHER INSPECTION SERVICES</b>	
<b>Building Inspector</b>	
• Regular Time	\$60 per hour
• 1.5 Overtime	\$90 per hour
• 2.0 Overtime	\$120 per hour
• Call Out	\$500 per call out
<b>Bylaw Enforcement Officer</b>	
• Regular Time	\$60 per hour
• 1.5 Overtime	\$90 per hour
• 2.0 Overtime	\$120 per hour
• Call Out	\$500 per call out

<b>OTHER SERVICE FEES</b>	
Supplementary services provided under the current Controlled Substance Nuisance Bylaw	Actual costs
Administrative surcharge	15% of total fees

**SCHEDULE "M"**  
**ANIMAL CONTROL SERVICES**  
**FEES & CHARGES**

<b>Dog Licence Fees</b>		
	<b>Paid by February 1</b>	<b>Paid after February 1</b>
Dog less than six months of age at application	No charge	No charge
Spayed or neutered Dog	\$32	\$47
Intact Dog	\$80	\$95
Certified Guide/Assistance Dog	No charge	No charge
Aggressive Dog	\$115	\$115
Dangerous Dog	\$500	\$500
Kennel Licence	\$100	\$100
Lost tag replacement	No charge	No charge
Transfer of valid dog licence	No charge	No charge

Note: Early discount rates apply to: a) newly-acquired Dogs if licensed within one month of acquisition; b) newly-arrived Dogs if licensed within one month of arrival; c) Dogs that have attained the age of six months within one month of application.

<b>Impoundment Fees</b>			
	<b>First</b>	<b>Second</b>	<b>Third &amp; Subsequent</b>
Licensed Dog	\$75	\$100	\$150
Unlicensed Dog	\$150	\$200	\$250
Aggressive Dog	\$250	\$500	\$750
Dangerous Dog	\$500	\$1000	\$1500
Cat	\$50	\$100	\$100
Other Animal	\$50	\$100	\$100

<b>Daily Board Fees</b>	
Licensed Dog	\$20
Unlicensed Dog	\$25
Aggressive Dog	\$30
Dangerous Dog	\$40
Cat	\$10
Other Animal	\$25

Note: Impoundment, and Daily Board, are subject to G.S.T.

**SCHEDULE "N"**  
**PROPERTY STANDARDS AND NUISANCE ABATEMENT**  
**FEES & CHARGES**

*This Schedule to the Fees and Charges Bylaw implements costs referred to in Section 7 and 10 of the Property Standards and Nuisance Abatement Bylaw No. 4190 and are determined in part by a flat fee for each separate attendance, time spent and equipment used by individuals involved in the abatement of a nuisance. They are calculated in part by multiplying average hourly rates and vehicle costs.*

	<b>INSPECTION FEES</b>
Bylaw Enforcement Officer	\$350
RCMP	\$350
Fire Inspector	\$350
Building Inspector	\$350

Note: An administrative fee of 15% will be added to the rates above.

**SCHEDULE "O"**  
**BOARD OF VARIANCE APPLICATION FEES**

	<b>APPLICATION FEES</b>
Application Fee	\$450.00
Application Fee (if an associated Building Permit is in progress)	\$300.00
Extension of Approval (first time)	No charge
Extension of Approval (subsequent)	\$50.00

Note: Application fees are non-refundable after the application has been reviewed.

**SCHEDULE "P"**  
***SIGN BYLAW FEE***

	<b>FEE</b>
Fee to Remove an Unlawful Sign on a Highway or Public Space	\$100.00

Notes: An administrative fee of 15% will be added to the fee above.

The fee is non-refundable.