CITY OF PORT COQUITLM

FEES AND CHARGES BYLAW, 2024

Bylaw No. 4345

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, 2023, No. 4345".

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, 2024.

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 "Fees and Charges Bylaw, 2023, No. 4289" including all amendments is hereby repealed.

READ A FIRST TIME this	14th day of	November, 2023
READ A SECOND TIME this	14th day of	November, 2023
READ A THIRD TIME this	14th day of	November, 2023
ADOPTED this	5th day of	December, 2023

BRAD WEST	CAROLYN DEAKIN
Mayor	Corporate Officer

Schedules of Bylaw No. XXXX
2024 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 "A"
GENERAL AND ADMINISTRATION
FEES & CHARGES

Item	Fee
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%
LAND TITLE COSTS:	
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 (charged to financial institutions)	$15
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 1st copy plus $4 per additional sheet
Surveys or large drawings (>11 x 17")	$35 for 1st copy plus $4 per additional sheet
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

Item	Fee
Address Change for Existing Building	$300
Address Change for New Buildings	$300
Address Change for New Buildings (after 1st 4)	$50
Arterial Road Service Connection	$750
Barge Ramp Use Permit	$200
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	$100
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	$300 $100 per addt'l lane closure
Highway Use Permit Application Fee	$50
Highway Use Permit Inspection Fee	$100
Highway Use – Construction Trailer/Bin, etc.	$250 per month
Highway Encroachment Permit – Annual Fee	5% of land value multiplied the sq ft of the encroachment area (provided that the min. annual is $100 annually
Highway Use - Soil Anchor Deposit	$1500 (per anchor)
Hydrant Use (daily)	$175 flat rate/unit, see notes 8, 9
Hydrant Use (weekly)	$275 flat rate/unit, see notes 7, 8, 9
Hydrant Use – Outside Business Hours (daily)	$475 flat rate/unit, see note 9
Hydrant Use – Outside Business Hours (weekly)	$575 flat rate/unit, see notes 7, 9
Hydrant Use Change Fee from Business Hours to Outside Business Hours	$155 flat rate/unit, see note 9
Inspection Fee for Security Release	$100
Lane Closure	$100
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	$50/day
Road Closures	$100
Sanitary Sewer Connection Permanent Cap-off (Disconnection)	$3060, see note 11
Sanitary Sewer Connection Re-use (including requests for the installation of an Inspection Chamber to an existing service)	$3440 see notes 10, 11, 12, 13
Sanitary Sewer Connection (100mm)	$7695, see notes 2, 3, 11, 12
Sanitary Sewer Connection (100mm) – extra length	$435/m, see note 6
Sidewalk Restoration	$1000 per cut
Sign – Street Name - 1 sign	$125
Sign – Street Name – 2 signs	$165
Sign – Stop, Cul-de-sac, Speed, and School Crossing	$175
Sprinkling Permit	$30 (valid 21 days)
Sprinkling Permit Renewal	$10
Storm Sewer Connection (150mm)	$7000, see notes 2, 3, 11, 12
Storm Sewer Connection (150mm) – extra length	$435/m, see note 6
Storm Sewer Connection Permanent Cap-off (Disconnection)	$2280, see note 11
Storm Sewer Connection Re-use (including requests for the installation of an Inspection Chamber to an existing service)	$3440, see notes 10, 11, 12, 13
Traffic Data	$50/hr (1 hr min)
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	$8900, see notes 2, 3, 11, 12
Water Connection (38mm) – extra length	$435, see note 6
Water Connection Permanent Cap-off (Disconnection)	$3400, see note 11
Water Flow Analysis	$75
Water Meter Setter and Box Installation on an existing service	$2500, see note 4, 11, 12, 14
Water Meter Testing, up to and including 1" meter)	$345
Water Meter Testing (>1" meter and up to and including 2" meter)	$635
Water Meter Testing (> 2" meter)	$950
Water Meter Testing (Fireline meter)	$915
Water Meter Testing – Meters in designated Confined Space	$100 additional charge
Water Shut Off or Turn On (business hours)	$85 each request
Water Shut Off or Turn On (outside business hours)	$250 each request
Water Tie-in Straight or Tee (200 mm diameter and smaller)	$6,145 see note 4, 11
Water-Special Meter Reading	$125

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.

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) or British Columbia Soccer Association (BC Soccer).

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 or BC Soccer.

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 or BC Soccer.

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

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.

Special Event Discount: Facilities reserved 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 community benefit and contributes to a feeling of community identity and spirit, can 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 Schedule 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.

Extra Charge: Rentals requiring staffing (wages as specified in the Collective Agreement with CUPE Local 498) and/or waste or resource management 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.

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, Lecture Room, Lobby, Sports Hall, Youth Centre. Leigh Square: Bandshell. Outlet: Artist in Residence. Port Coquitlam Community Centre: Fitness Studio, Games Room, Small Multi-Purpose Room, Spin Studio, Main Lobby Arena Lobby, Concession Landing, Corridor West, Corridor Middle, Corridor East, Arena Meeting Room, Aquatic Activity Room.

Note:

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.

Individuals	2024 Rate
General Public – Residents	$21.94/hour
General Public - Non-Residents	$26.37/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$8.81/hour
Local Non-Profit - Adult	$17.56/hour
Local Private	$21.94/hour
Commercial/Non-Resident/Political	$26.37/hour

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

Facilities:

- ***City Hall: Council Chambers. Gathering Place: Michael Wright Art Gallery. Hyde Creek Recreation Centre: Aerobics Studio. 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 for facility supervision.***

Individuals	2024 Rate
General Public - Residents	$59.48/hour
General Public - Non-Residents	$71.38/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$23.79/hour
Local Non-Profit - Adult	$47.59/hour
Local Private	$59.48/hour
Commercial/Non-Resident/Political	$71.38/hour

Multi-Purpose Rooms - Large (101+ Capacity)

Facilities:

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

Note:

- ***Certain PCCC rooms may be divided into halves for approved rentals; each side is rented out at half the price of the entire room.***

Individuals	2024 Rate
General Public - Residents	$118.97/hour
General Public - Non-Residents	$142.76/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$47.59/hour
Local Non-Profit - Adult	$95.17/hour
Local Private	$118.97/hour
Commercial/Non-Resident/Political	$142.76/hour

Gymnasiums

Facilities:

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

Note:

- ***Gymnasiums may be divided into halves for approved rentals; each side is rented out at half the price of the entire space.***

Individuals	2024 Rate
General Public - Residents	$73.03/hour
General Public - Non-Residents	$87.60/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$29.20/hour
Local Non-Profit - Adult	$58.40/hour
Local Private	$73.03/hour
Commercial/Non-Resident/Political	$87.60/hour

Park Shelters

Facilities:

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

Note:

- ***Park shelters are rented in 4-hour blocks per day. Exceptions may be made for department supported/approved special events.***

Individuals	2024 Rate
General Public - Residents	$72.10/event
General Public - Non-Residents	$86.52/event

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$28.84/event
Local Non-Profit - Adult	$57.68/event
Local Private	$72.10/event
Commercial/Non-Resident/Political	$86.52/event

Arenas - Ice

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

Notes:
- ***In July & August, ice rentals are lowered to the Local Non-Profit - Youth/Schools rate for all user groups.***
- ***In addition to the base rental rate, Arena Attendants and/or Skating Instructors are billable for required rentals.***

Individuals	2024 Rate
General Public - Residents	$283.25/hour
General Public - Non-Residents	$339.90/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$113.30/hour
Local Non-Profit - Adult	$226.60/hour
Local Private	$283.25/hour
Commercial/Non-Resident/Political	$339.90/hour

Arenas - Dry Floor

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

Individuals	2024 Rate
General Public - Residents	$107.69/hour
General Public - Non-Residents	$129.27/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$43.11/hour
Local Non-Profit - Adult	$86.16/hour
Local Private	$107.69/hour
Commercial/Non-Resident/Political	$129.27/hour

Fields - Artificial Turf

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

Notes:
- ***In July & August, turf rentals are lowered to the Local Non-Profit - Youth/Schools rate for all user groups***
- ***Turf fields may be divided into halves; each side is rented out at half the price of an entire turf field.***

Individuals	2024 Rate
General Public - Residents	$60.51/hour
General Public - Non-Residents	$72.62/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$24.21/hour
Local Non-Profit - Adult	$48.41/hour
Local Private	$60.51/hour
Commercial/Non-Resident/Political	$72.62/hour

Fields - Artificial Turf Warm-up

Facility:
- ***Gates Park: Artificial Turf Warm-up.***

Individuals	2024 Rate
General Public - Residents	$17.56/hour
General Public - Non-Residents	$21.12/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$7.06/hour
Local Non-Profit - Adult	$14.06/hour
Local Private	$17.56/hour
Commercial/Non-Resident/Political	$21.12/hour

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, 3 Softball Diamonds, 3 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	2024 Rate
General Public - Residents	$22.09/hour
General Public - Non-Residents	$26.47/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$8.81/hour
Local Non-Profit - Adult	$17.66/hour
Local Private	$22.09/hour
Commercial/Non-Resident/Political	$26.47/hour

Fields - B-Level Grass

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

Individuals	2024 Rate
General Public - Residents	$16.53/hour
General Public - Non-Residents	$19.88/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$6.64/hour
Local Non-Profit - Adult	$13.24/hour
Local Private	$16.53/hour
Commercial/Non-Resident/Political	$19.88/hour

Fields - C-Level Grass

Facilities:

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

Individuals	2024 Rate
General Public - Residents	$9.48/hour
General Public - Non-Residents	$11.38/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$3.81/hour
Local Non-Profit - Adult	$7.57/hour
Local Private	$9.48/hour
Commercial/Non-Resident/Political	$11.38/hour

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	2024 Rate
General Public - Residents	$112.68/hour
General Public - Non-Residents	$135.19/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$45.06/hour
Local Non-Profit - Adult	$90.13/hour
Local Private	$112.68/hour
Commercial/Non-Resident/Political	$135.19/hour

Pools - Lap (20m)

Facility:
- ***Port Coquitlam Community Centre: Lap Pool (Lanes 1 and 2).***

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 PCCC 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.***

Individuals	2024 Rate
General Public - Residents	$30.08/hour
General Public - Non-Residents	$36.05/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$12.05/hour
Local Non-Profit - Adult	$24.05/hour
Local Private	$30.08/hour
Commercial/Non-Resident/Political	$36.05/hour

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.***

Individuals	2024 Rate
General Public - Residents	$97.75/hour
General Public - Non-Residents	$117.27/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$39.09/hour
Local Non-Profit - Adult	$78.18/hour
Local Private	$97.75/hour
Commercial/Non-Resident/Political	$117.27/hour

Outdoor Pools

Facilities:
- ***Aggie Park: Centennial Pool. Robert Hope Park: Outdoor 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.***

Individuals	2024 Rate
General Public - Residents	$46.87/hour
General Public - Non-Residents	$56.24/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$18.75/hour
Local Non-Profit - Adult	$37.49/hour
Local Private	$46.87/hour
Commercial/Non-Resident/Political	$56.24/hour

Outdoor Pools - Wading

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

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

Individuals	2024 Rate
General Public - Residents	$45.58/hour
General Public - Non-Residents	$54.69/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$18.23/hour
Local Non-Profit - Adult	$36.46/hour
Local Private	$45.58/hour
Commercial/Non-Resident/Political	$54.69/hour

Outdoor Lacrosse Boxes

Facilities:

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

Individuals	2024 Rate
General Public - Residents	$20.34/hour
General Public - Non-Residents	$24.41/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$8.14/hour
Local Non-Profit - Adult	$16.27/hour
Local Private	$20.34/hour
Commercial/Non-Resident/Political	$24.41/hour

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.***

Individuals	2024 Rate
General Public - Residents	$6.59/hour
General Public - Non-Residents	$7.88/hour

Organizations	2024 Rate
Local Non-Profit - Youth/Schools	$2.63/hour
Local Non-Profit - Adult	$5.25/hour
Local Private	$6.59/hour
Commercial/Non-Resident/Political	$7.88/hour

Miscellaneous Items

Notes:
- ***The following fees may apply to rentals as needed.***

Extra Fees	2024 Rate
Outdoor Event with Alcohol	$162.48/day
Banners on Underpass - Local Non-Profit Groups	$59.59/week
Banners on Underpass - Other Customer Types	$116.80/week
Kitchen Rental (Gathering Place)	$35.74/event
Commercial Kitchen Rental (PCCC) **** Pre-Approval Required***	$93.58/hour
Clean-up Charge	$39.03/hour
Damage Deposit	$515.00/event
Set-Up Charge - Tables & Chairs for 1-100 people	$70.19
Set-Up Charge - Tables & Chairs for 100-199 people	$140.39/event
Set-Up Charge - Tables & Chairs for 200-300 people	$187.15/event
Set-Up Charge - City Owned Stage **** Pre-Approval Required***	$93.58/hour

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 member 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 PASS: Monthly commitment, auto-renewal can be setup upon request.

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

ANNUAL PASS: Commitment of one year.

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

FAMILY: Defined as, maximum 2 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 patron and does not pay a fee. This practice ensures equitable access for patrons of all abilities and it is not subject to financial need.

Passes & Admissions

Preschool (0-4)	2024 Rate
Single Admission	$0.00
One City Monthly Pass	$0.00

Schedule "C"
PARKS & RECREATION
FEES & CHARGES

Child (5-12)	2024 Rate
Single Admission	$3.19
10-Visit Pass	$28.74
20-Visit Pass	$51.09
One City Monthly Pass	$24.74
One City Annual Pass	$258.63

Youth/Young Adult (13-24)	2024 Rate
Single Admission	$4.79
Youth Access Annual Membership	$15.76
10-Visit Pass	$43.11
20-Visit Pass	$76.63
One City Monthly Pass	$43.11
One City Annual Pass	$387.95

Adult (25-59)	2024 Rate
Single Admission - HC, PCCC	$6.39
10-Visit Pass	$57.47
20-Visit Pass	$102.18
One City Monthly Pass	$57.47
One City Annual Pass	$517.27

Senior (60-79)	2024 Rate
Single Admission	$4.79
10-Visit Pass	$43.11
20-Visit Pass	$76.63
One City Monthly Pass	$43.11
One City Annual Pass	$387.95

Super Senior (80+)	Port Coquitlam Residents 2024 Rate	Non-Residents 2024 Rate
Single Admission - HC, PCCC	$0	$4.79
One City Annual Pass	$0	$387.95

Family	2024 Rate
Single Admission - HC, PCCC	$12.77
10-Visit Pass	$114.95
20-Visit Pass	$204.35
One City Monthly Pass	$114.95
One City Annual Pass	$1,034.95

Sports Equipment Rentals

Skate & Helmet Rentals	2024 Rate
Skate Rental	$3.91
Helmet Rental	$2.60
Skate Sharpening	$5.92
Skate Sharpening – 10 Pass	$52.94

Schedule "C"
PARKS & RECREATION
FEES & CHARGES

Parking Fees at Facilities and Parks

	2024 Rate
Electric Vehicle Charging Station – initial 2-hour period	$1.00/hr.
Electric Vehicle Charging Station – after 2-hour period	$5.00/hr.

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 will 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:

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

Table 1 Application Fees: Residential Small-Scale 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
Minimum Fee	$2500	$2000	$2000	$1725 per Unit	$2000 per Unit	$1000	$1500
Calculated Fee							
First 20 lots, per proposed lot	$200		$200				
Next 21-60 lots, per proposed lot	$150		$150				
Remaining lots, per proposed lot	$75		$75				
Refundable Fee	$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.

Table 2 Application Fees: RRh, RTh, 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^2 for site area up to 1000 m^2	$275		$275		$316
Per 100m^2 for next site area 1001m^2 to 20,000m^2	$100		$100		$115
Per 100m^2 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.

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^2 for site area of up to 1000 m^2	$150		$150		$172
Per 100m^2 for next site area 1001m^2 to 20,000m^2	$ 50		$ 50		$ 58
Per 100m^2 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^2 for site area up to 1000 m^2		$230
Per 100m^2 for site area 1001m^2 to 20,000m^2		$172
Per 100m^2 or portion for remaining site area		$86
Industrial or Institutional Use:		
Per 100m^2 for site area of up to 1000 m^2		$172
Per 100m^2 for site area 1001m^2 to 20,000m^2		$58
Per 100m^2 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.

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 and Residential Small-Scale Zones	$500	$100
Commercial, Industrial, Institutional, RRh, RTh, RA and CD Zones	$2500	$300
Environmental Conservation Permit in Institutional Zones	$1000	$100

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 3rd 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

	Fee required at time of building permit application	**Fee required prior to building permit issuance**
Construction Value		
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
Foundation Permit		
Standard building	Not applicable	$230
Complex building	Not applicable	$345
Demolition Permit		
Standard building	$230	$0
Complex building	$460	$0
Chimney - liquid or solid fuel burning	$1400	0
Building Move		
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. The 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.

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 plumbing and service permit fee is required at the time of permit issuance. The fee is the greater of the minimum permit fee of $120 or the combined amount calculated per fixture fee as set out in Table 2.

Table 2: Plumbing and Service Permit Fixture Fee

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	$ 2.65 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 fire sprinkler permit fee is required at the time of permit issuance. The fee is the greater of the minimum permit fee of $120 or the combined amount calculated as set out in Table 3.

Table 3: Fire Sprinkler Permit Fees

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 on-site service permit fee is required at the time of permit issuance. The fee is the greater of the minimum permit fee of $120 or the combined amount calculated as set out in Table 4.

Table 4: On Site Service Permit Fees

Onsite service	$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

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

Table 7: Other Fees and Charges Cont'd

Request	Fee/Charge Payment	Charges
File search/comfort letter		
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
Alternate Solution fee per item	At time of application	$500
Alternate Solution fee 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

Item	Fee	Comments
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

PERMITS:	Section of Fire Bylaw:	Fee/Charge:
Burning Permit	5.3(b)	$50 non-refundable (per civic address)
Fireworks Permit	6.2	$30
Pyrotechnics Permit	6.5	$250 plus applicable taxes
Fuel Dispensing / Underground Tank Installation or Removal Permit	15.1(b)	$200 plus applicable taxes

FEES AND CHARGES:

Fire & Emergency Services Bylaw, No. 3880	Section:	Fee/Charge:
Contamination and Replacement of Equipment	3.9	Actual cost of replacement plus applicable taxes (Pricing sheet available from the Fire and Emergency Services Department). An administration fee of 15% will be added to the rates above.
Fire Investigation Fee Cost Recovery (where damage exceeds $5000)	3.10	$500 per fire investigation invoiced to the owner/insurance company.
Fire Incident Investigation Report (and photos if applicable)	n/a	$180 per incident report

SCHEDULE "G" Cont'd
FIRE AND EMERGENCY SERVICES
FEES & CHARGES

Fire & Emergency Services Bylaw, No. 3880	Section:	Fee/Charge:
Motor Vehicle Accident/Incident Report	n/a	$150 per incident report
Open Air Burning Prohibition	5.1	Fee for response due to non-compliance with respect to Section 5.1. a) Engine(s) - $600.00 per hour/unit/Incident b) Quint(s) - $1315.00 per hour/unit/Incident c) Rescue(s) - $600.00 per hour/unit/Incident d) Special operation & trailer(s) - $360.00 per hour/unit/incident e) Duty Chief(s) - $180 per hour/unit/Incident. Fee based on time spent for response/investigation by Fire Protective Services Personnel due to non-compliance with respect to Section 5.1. Fire Protective Services Captain(s) $150 per hour/unit/incident. An administration fee of 15% will be added to the rates above.
Pyrotechnics - Fire Protection	6.8	Current fire equipment and staffing cost recovery as approved by the Fire Chief. An administration fee of 15% will be added to the rates above.
Premise – Board Up Fee	7.5	Actual cost of service for Bylaw Enforcement, Fire and RCMP members. City will invoice costs for recovery. (Pricing sheet available from the Fire and Emergency Services Department) An administration fee of 15% will be added to the rates above.

SCHEDULE "G" Cont'd
FIRE AND EMERGENCY SERVICES
FEES & CHARGES

Fire & Emergency Services Bylaw, No. 3880	Section:	Fee/Charge:
Attendance at Vacant or Un-occupied Premise	7.6	Each time the City by its officers, employees, contracted RCMP, contractors, or agents enters on a parcel to inspect, in the exercise of the City's authority to regulate, prohibit or impose requirements under this Bylaw or another enactment or to attend at the parcel under Section 7, the owner must pay the City a fee of: a) $250 per initial inspection (if premise is vacant); b) $500 per initial inspection (if premise is occupied); c) an additional $500 if the owner or occupier has failed to undertake action ordered by the Fire Chief, Council, or a person authorized under the bylaw to order the action; and d) $500 for a special safety inspection.
Failure to Provide Access for Fire Inspection	8.1	$150 for first occurrence; $300 for second occurrence; and $400 for third occurrence.
Inspection / Re-inspection Fees	9.2	$150 for first occurrence; $300 for second occurrence; and $400 for third occurrence.

Failure to Provide Current Contact Information	10.2	Fee for emergency response due to contact person not in compliance with respect to Section 10.3:
		
		a) Engine(s) - $600 per hour/unit/incident;
		b) Quint(s) - $1315 per hour/unit/incident;
		c) Rescue(s) - $600 per hour/unit/incident; and
		d) Duty Chief(s) - $180 per hour/unit/incident.

Review of Fire Safety Plan	11.1	$200 plus applicable taxes.
Failure to Notify of Testing, Repair, Maintenance, Adjustment, or Alteration of Alarm System	12.4	$500 per incident.
Failure to Obtain Permit for Underground Storage Tank Installation or Removal	15.1	$500 plus applicable taxes, per day for each occurrence.

Note:

1. Any fees remaining unpaid at December 31st will be added to and form part of the taxes payable on the real property as tax in arrears.

SCHEDULE "H"
PORT COQUITLAM CEMETERY
FEES AND CHARGES

A. PLOT FEES

		Resident	Non-Resident
1 a)	Single adult plot in Sections STA, STB, STE, STF, STG, STK, STL, STM, STN, STP or STQ	$ 1,887	$4,527
	Care Fund Contribution	$1,041	$2,311
	Expansion Fund Contribution	$837	$2,006
	License Fee	$400	$400
	Total	$4,165	$9,244
b)	Single child plot in Section D	$1,132	$2,719
	Care Fund Contribution	$679	$1,441
	Expansion Fund Contribution	$502	$1,203
	License Fee	$400	$400
	Total	$2,713	$5,763
c)	Single infant plot in Sections C or CA	$945	$2,265
	Care Fund Contribution	$589	$1,223
	Expansion Fund Contribution	$419	$1,003
	License Fee	$400	$400
	Total	$2,353	$4,891
d)	Single cremation plot in Sections CR1, CR2, CR3, CR4, or CR5	$884	$884
	Care Fund Contribution	$470	$470
	Expansion Fund Contribution	$123	$123
	License Fee	$400	$400
	Total	$1,877	$1,877
e)	Single niche in the columbarium niche section	$2,436	$2,436
	Care Fund Contribution	$353	$353
	Expansion Fund Contribution	$333	$333
	License Fee	$400	$400
	Total	$3,522	$3,522
f)	Care Fund Contribution for cremation ashes placed in a full burial plot	$162	$162
g)	Pedestal niche in the columbarium niche section	$5271	$5,271
	Care Fund Contribution	$688	$688
	Expansion Fund Contribution	$521	$521
	License Fee	$400	$400
	Total	$6,880	$6,880

A. PLOT FEES CONT'D

		Resident	Non-Resident
h)	Boulder Memorial and Granite Memorials	$1,485	$1,485
	Care Fund Contribution	$224	$224
	Expansion Fund Contribution	$129	$129
	License Fee	$400	$400
	Total	$2,238	$2,238

B. SERVICE CHARGES

1.	Opening and Closing for Burial	
a)	Adult Plot	$1,554
b)	Adult Plot with extra depth of grave to 2.4 m (8')	$3,107
c)	Child Plot (6 to 12 years old, inclusive)	$1,165
d)	Infant Plot (5 years old and younger)	$776
e)	Cremation Plot	$607
f)	Cremation Plot with extra depth of grave	$1,213
g)	Scatterings	$278
h)	Mandatory Care Fund Contribution	$111
i)	Opening and closing for Columbarium between 2:00 pm and 4:00 pm on regular work days	$305
j)	Opening and closing for Columbarium on Saturdays, Sundays and Statutory holidays and after 4:00 pm on regular work days	$607
2.	Opening and Closing for Exhumation	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
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
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

6.	Installation of memorial (incl. care fund contribution of $24.00 except for columbarium, pedestal niche and scattering garden.	$249
7.	Max 3-line inscription ($287.00) and installation ($287.00) of memorials for columbarium or pedestal niche (includes care fund contribution of $64.00)	$683
8.	Max 3-line inscription ($146.00) and installation ($146.00) of memorials for scattering garden (includes care fund contribution of $34.00)	$349
9.	Removal and reinstallation of memorials	$249

C. GOODS

1.	Concrete Grave Liner	$779
2.	Cremated Remains Liner	$107
3.	Transfer of License Fee	$129
4.	Niche Vase	$200
5.	Columbarium or Pedestal for Niche Marker	$682
6.	Engraving of second name on columbarium or pedestal niche (maximum 2 lines)	$345
7.	License Fee	$400
8.	Engraving of extra line on columbarium, pedestal niche or memorial book	$87
9.	Marker Base	$154
10.	Photo Plaque Charge	$371

SCHEDULE "I"
SOIL DEPOSIT
FEES & CHARGES

Item	**Fee**
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

Item	Fee
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:

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

SCHEDULE "K"
Subdivision and Engineering Development
Fees & Charges

Item	Fee
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	$1000
Subdivision Application – first four lots	$1000
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

INSPECTION SERVICES	
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

FIRE SERVICES	
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

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

Member cancellation procedures
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.

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

OTHER SERVICE FEES	
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

Dog Licence Fees		
	Paid by February 1	**Paid after February 1**
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.

Impoundment Fees		
	First	**Subsequent**
Licensed Dog	$75	$100
Unlicensed Dog	$150	$200
Aggressive Dog	$250	$500
Dangerous Dog	$500	$1000
Cat	$50	$100
Other Animal	$50	$100

Daily Board Fees	
Licensed Dog	$20
Unlicensed Dog	$25
Aggressive Dog	$30
Dangerous Dog	$30
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.

	INSPECTION FEES
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

	INSPECTION FEES
Application Fee	$325.00
Application Fee (if an associated Building Permit is in progress)	$175.00

Note: Application fees are non-refundable