DISTRICT OF METCHOSIN

BYLAW NO. 696

A BYLAW

To impose fees and charges for services and information provided by the District of Metchosin

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The Council of the District of Metchosin, in open meeting assembled, enacts as follows:

CITATION

1. This Bylaw may be cited as the District of Metchosin *Fees and Charges Bylaw 2024, No. 696.*

FEES AND CHARGES

2. The fees and charges as set out in Schedules 1 through 4 attached hereto and forming part of this Bylaw are hereby imposed.

Schedules

Schedule 1 – Administrative Charges
Schedule 2 – Animal Control
Schedule 3 - Building Bylaw Fees
Schedule 4 – Metchosin School Multi-Use Facility

3. Wherever this Bylaw sets out fees and charges with respect to other District of Metchosin Bylaws and such Bylaws contain similar fees and charges, this Bylaw is deemed to prevail.

SEVERABILITY

4. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the Bylaw is deemed valid.

REPEAL

5. *Fees Bylaw 2008, No. 547* and all amendments thereto, are repealed.

Read a first time this	28th	day of	October	2024.
Read a second time this	28th	day of	October	2024.
Read a third time this	28th	day of	October	2024.
Adopted this	4th	day of	November	2024.

Mayor

Corporate Officer

SCHEDULE 1 – Administrative Charges
Fees & Charges Bylaw

Mapping and Copying Charges (all fees are subject to applicable taxes)	
Description	**Fees**
Document Copy & Print Fees	
Photocopies and Laser Prints, black and white, 28 x 43 cm (11" x17") or less:	$0.65 per page $0.85 per page (colour)
Photocopies and Laser Prints, black and white, greater than 28 x 43 cm (11" x17"):	$3.00 per page $6.00 per page (colour)
Official Community Plan Bylaw, Land Use Bylaw (not including zoning map), and Subdivision Servicing Bylaw, except to declared candidates to municipal office:	$35.00 per bylaw (B&W) $70.00 per bylaw (colour)
Council and Council Committee agenda packages, except to media and declared candidates to municipal office:	Same cost as photocopies above
List of Electors to declared candidates to municipal office only:	$15.00 after first copy
Black & White Map Prints (per copy) i) 22 x 28 cm (8.5" x 11"): ii) 28 x 43 cm (11" x17"):	 $1.00 $2.00
Colour Map Prints (per copy) i) 22 x 28 cm (8.5" x 11"): ii) 28 x 43 cm (11" x 17"): iii) Zoning map, approximately 1 m x 1.5 m	 $3.00 $5.00 $50.00
Digital map files (delivered in "shp" format) i) Cadastral/Contours: ii) Colour Orthophotos:	 $0.50 per k/byte $100.00 per tile
Image map files delivered in electronic format (jpg, pdf, bmp, etc.) production fee:	$13.00 per ¼ hour
Documentation Charges	
Tax Information Certificate:	$20.00 per parcel, except to the owner of the parcel
Property Information Requests (includes building permit history, date of occupancy, zoning information, legal description):	$25.00 per parcel, except to the owner of the parcel
Land Use Information Letter (Comfort Letter):	$100.00 per parcel

Removal of Notice on Title:	$100.00 per parcel
LTSA Online Title Search:	$20.00 per document
Liens – Registration and Removal of Liens on Tax Sale Properties	$ at cost – as per charges through BC Land Titles office
Miscellaneous Changes	
Returned Cheque Fee:	$25.00 per cheque
District of Metchosin Pin:	$3.00 each, except for one pin to each youth member of a Metchosin community organization per year upon request
Fax Service, local:	$0.50 per page
Fax Service, long distance:	$1.00 per page
Interest on accounts receivable unpaid after the due date:	1.5% per month, compounded annually
Collection Agency Fee:	$ at cost, as charged by collection agency

SCHEDULE 2 – Animal Control

Animal Control Bylaw

Dog Licence Fees (all fees are subject to applicable taxes)	
Description	**Fees**
Female dog (not spayed)	$45.00
Female dog (spayed)	$25.00
Male dog (not neutered)	$45.00
Mail dog (neutered)	$25.00
Replacement of lost licence	$5.00
Late application penalty	$10.00
Dangerous dog licence	$100.00
Aggressive dog licence	$75.00

Impound Fees (all fees are subject to applicable taxes)			
Description	Fee		
	1st Impoundment	2nd Impoundment	3rd & Subsequent Impoundment
Dog, seizure and impoundment	$75.00	$150.00	$300.00
Penalty for unlicensed dog	$50.00	$50.00	$50.00
Maintenance and sustenance charge for each 24 hour period or part thereof that the dog has remained in the pound	$15.00	$15.00	$15.00
Cat, seizure and impoundment	$50.00	$50.00	$50.00
Maintenance and sustenance charge for each 24 hour period or part thereof that the cat has remained in the pound	$15.00	$15.00	$15.00
Other mammals, seizure and impoundment	$75.00	$75.00	$75.00
Maintenance and sustenance charge for each 24 hour period or part thereof that the animal has remained in the pound	$15.00	$15.00	$15.00
Bird, reptile or rodent, seizure and impoundment	$25.00	$25.00	$25.00
Maintenance and sustenance charge for each 24 hour period or part thereof that the bird, reptile or rodent has remained in the pound	$15.00	$15.00	$15.00

SCHEDULE 3 – Building Bylaw Fees

Building Bylaw

1. Building Permits

Application Type	Fee
Total value of work less than $1000.00 (minimum fee per permit)	$100.00
Plus for each additional $1,000.00 or fraction thereof and not exceeding 300,000	$15.00
Plus for each additional $1,000.00 or fraction thereof over $300,000.	$13.00
Permit Application Review Fees (non-refundable deposit on permit fee) - Construction value less than $50,000 - Construction value $50,000 to $250,000 - Construction value more than $250,000	 $100.00 $200.00 $300.00
Permit Revision Fees (non-refundable) - Construction value less than $50,000 - Construction value $50,000 to $250,000 - Construction value more than $250,000	 $100.00 $200.00 $300.00
Permit Extension Fees (non-refundable)	$250.00
Re-inspection Fees (non-refundable)	$250.00
Alternative Solution – Examination of requests for alternatives to *Building Code* requirements	$250.00
Permit Transfer Fees	$100.00
Penalties - Stop work notice - Work without permit (2 times permit fee to a maximum of $25,000. Minimum of $1000)	$1,000.00

2. Building/Structure Move

Application Type	Fee
Building/Structure Move permit	$100.00
The applicant shall deposit with the District, an irrevocable letter of credit in the amount of $10,000 or an amount equal to 3% of the estimated completed value of the building as determined by the Building Inspector.	$10,000.00

3. Demolition Permits

Application Type	Fee
Demolition Permit	$100.00

4. Plumbing Permits

Application Type	Fee
Plumbing Permit Fees	$100.00
Each fixture up to a total of 10 fixtures	$20.00
Each additional fixture over 10 fixtures	$15.00
Installation or alteration of water piping or water treatment equipment or both	$100.00
Installation or alteration of rainwater leads or roof drains or both	$30.00

Fire protection standpipe and hose system, per hose connection	$30.00
Fire protection sprinkler system, up to a total of 10 sprinklers	$30.00
Each additional sprinkler head	$10.00

5. Solid Fuel Buring Appliance

Application Type	**Fee**
Solid Fuel Burning Appliance	$100.00

6. Building Values for Single Family Dwellings, Factory Built Homes, Mobile Homes and Moved Buildings

Floor Area or Type of Structure	**Rate $ per Square Foot**
Finished Main Floor* Areas + slab on grade	$130.00
Finished Main Floor* Areas + crawl space	$140.00
Finished Main Floor* Areas + unfinished basement	$150.00
Finished Areas or story other than Main Floor*	$75.00
Unfinished Basement**	$50.00
Finishing, Previously Unfinished Basement**, Attics, or other Floors	$50.00
Garages and/or Workshops	$60.00
Carports, Barns, or Sheds	$40.00
Sundecks, and/or Covered Porches/Entries	$40.00
Crawl Space for Manufactured Home or Moved Home	$60.00

**Main Floor means the floor areas where the main activity takes place; usually the floor where the living room, dining room and/or kitchen are located, excluding a garage or carport.*
*** Basement is defined in the British Columbia Building Code*

7. Values for Buildings other than single Family Dwellings, Factory Built Homes, Mobile Homes and Moved Buildings

Type of Building	**Type of Construction**	**Value per Square Foot**
Hotel/Motel	Wood Frame	$200.00
Hotel/Motel	Reinforced masonry or concrete	$250.00
Hotel/Motel	Steel Frame	Contract value
Townhouse or Apartment	Wood frame	$200.00
Townhouse or Apartment	Reinforced masonry or concrete	$250.00
Townhouse or Apartment	Steel Frame	Contract value
Commercial Building (shell only)	Wood frame or heavy timber	$150.00
Commercial Building (shell only)	Reinforced masonry or concrete	$200.00
Commercial Buildings except Restaurants	Completion of interior	$100.00

Commercial Buildings – Restaurants	Completion of interior	$120.00
Industrial Buildings (shell only)	Wood frame or heavy timber	$120.00
Industrial Buildings (shell only)	Reinforced masonry or concrete	$150.00
Industrial Buildings (shell only)	Steel frame	$120.00
Industrial Buildings	Completion of Interiors	$50.00
Temporary Buildings	Wood frame	$100.00

SCHEDULE 4 - Metchosin School Multi-Use Facility Fees (4495 Happy Valley Road)

Description	Fees
Community Groups (all fees are subject to applicable taxes)	
Daily Fees	
School Gymnasium	$200
School Kitchen	$200
Classroom	$50
School Field or Grounds Rental	$160
Audio Visual Equipment	$30
Portable Sound System	$30
Damage Deposit	$500
Hourly Fees (Minimum rental is 1-hour)	
School Gymnasium	$25
School Kitchen	$50
Classroom	$15
School Field or Grounds Rental	$20
Audio Visual Equipment	$10
Portable Sound System	$30
Damage Deposit	$200
Recreational Groups/Educational Groups	
Daily Fees	
School Gymnasium	$200
School Kitchen	$200
Classroom	$50
School Field or Grounds Rental	$160
Audio Visual Equipment	$30
Portable Sound System	$30
Damage Deposit	$500
Hourly Fees (Minimum rental is 1-hour)	
School Gymnasium	$25
School Kitchen	$50
Classroom	$15
School Field or Grounds Rental	$20
Audio Visual Equipment	$10
Portable Sound System	$30
Damage Deposit	$200

Commercial Users	
Daily Fees	
School Gymnasium	$500
School Kitchen	$500
Classroom	$250
School Field or Grounds Rental	$280
Audio Visual Equipment	$100
Portable Sound System	$500
Damage Deposit	$2,000
Hourly Fee (Minimum rental is 4-hours)	
School Gymnasium	$75
School Kitchen	$100
Classroom	$35
School Field or Grounds Rental	$35
Audio Visual Equipment	$20
Portable Sound System Tech Support	$30
Damage Deposit	$2,000

* The following discounts apply to commercial rates:
- 1 month booking – 5% discount
- 3 month booking – 10% discount