<table>
<thead>
<tr>
<th><strong>TITLE:</strong></th>
<th>Comox Valley Regional District Planning Procedures &amp; Fees Bylaw, 2008, Amendment No. 3</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>APPLICANT:</strong></td>
<td>Comox Valley Regional District</td>
</tr>
<tr>
<td><strong>ELECTORAL AREA:</strong></td>
<td>All electoral areas</td>
</tr>
<tr>
<td><strong>FILE NO.:</strong></td>
<td>6410-00/PJ 8 10</td>
</tr>
<tr>
<td><strong>PURPOSE:</strong></td>
<td>To update planning application fees, so that the fees are reflective of the estimated average costs of processing and administration for typical applications.</td>
</tr>
<tr>
<td><strong>PARTICIPANTS:</strong></td>
<td>All electoral areas</td>
</tr>
</tbody>
</table>

Application received: Date: N/A

Electoral Areas Services Committee:

Date: March 10, 2014

Recommendation: Proceed to first, second and third readings and adoption.

Regional Board:

Date: 

Decision:
A bylaw to amend the “Comox Valley Regional District Planning Procedures and Fees Bylaw, 2008” being Bylaw No. 3

The board of the Comox Valley Regional District, in open meeting assembled, enacts the following amendments to the “Comox Valley Regional District Planning Procedures and Fees Bylaw, 2008,” being Bylaw No. 3:

SECTION ONE  TEXT AMENDMENT

1) Bylaw No. 3 being the “Comox Valley Regional District Planning Procedures and Fees Bylaw, 2008” is hereby amended as set out in schedule A attached to and forming part of this bylaw.

SECTION TWO  TITLE

1) This Bylaw No. 125 may be cited as the “Comox Valley Regional District Planning Procedures and Fees Bylaw, 2008, Amendment No. 3.”

Read a first time this  day of  2014.

Read a second time this  day of  2014.

Read a third time this  day of  2014.

Adopted this  day of  2014.

Chair  Corporate Legislative Officer

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 125 being the “Comox Valley Regional District Planning Procedures and Fees Bylaw, 2008, Amendment No. 3” as adopted by the board of the Comox Valley Regional District on the  day of  2014.

Corporate Legislative Officer
Schedule A

SECTION ONE  TEXT AMENDMENTS

1) Schedule “A-1,” is hereby amended by deleting the entire schedule and by inserting the following schedule:

Schedule “A-1”

Fees applicable under bylaw No. 3

(1) Bylaw amendment
    (a) Official community plan
        (i) As a standalone application
            (1) Minor (e.g., policy change without changing density nor land use designation) $4,000
            (2) Major (e.g., change to density or land use designation) $5,000
        (ii) In conjunction with a zoning bylaw amendment application $2,500
    (b) Zoning bylaw
        (i) Amendments limited to a zone exception $2,000
        (ii) All other amendments $3,000

(2) Temporary use permit (per lot; see (13) for multiple lots)
    (a) New application $1,500
    (b) Renewal $750

(3) Development permit (DP) (per lot; see (13) for multiple lots)
    (a) As a standalone application
        (i) DP issuance has been delegated to Comox Valley Regional District (CVRD) officers
            (1) Development permit area (DPA) No 1: Aquatic environmentally sensitive areas $300
            (2) DPA No. 2: Eagles Drive $400
            (3) DPA No. 3: Eagle nest trees $300
            (4) DPA No. 4: Heron nest sites $300
            (5) DPA No. 5: Back Road $400
            (6) DPA No. 8: Steep slopes $400

Comox Valley Regional District
(7) DPA No. 18: Shoreline protection devices $400

(ii) DP issuance by the board (variable fees may apply)

(1) If a DP has been issued for the subject property, signage DP area guidelines only $200

(2) DPA No. 6: Commercial and industrial uses $1,000

(3) DPA No. 7: Resort tourism $1,000

(4) DPA No. 9: Buffer for agricultural land $400

(5) DPA No. 10: Union Bay – tourism highway commercial

   (a) Residential, rural or agricultural use only $400
   (b) All other uses (including mixed uses) $1,000

(6) DPA No. 11: Village core (Royston local area plan)

   (a) Residential, rural or agricultural use only $400
   (b) All other uses (including mixed uses) $1,000

(7) DPA No. 12: Residential – conservation design (Royston local area plan) $400

(8) Mount Washington

   (a) Residential, rural or agricultural use only $400
   (b) All other uses (including mixed uses) $1,000

(9) DPA No. 17: Kensington comprehensive development permit area

   (a) Residential, rural or agricultural uses only $400
   (b) All other uses (including mixed uses) $1,000

(10) Variable fees for DP issuance by the board

    (a) If the proposal is for residential use, add $25 per residential unit over two units

    (b) If the proposal is for any other uses, add $1 per one square metre of floor area over 500 square metres or add $25 per 0.1 hectares of lot area over 1.0 hectare of lot area, whichever results in the greater fee

    (c) If the proposal contains both residential and other uses, the application fee shall be the combined total of the two fees

(b) In conjunction with another application

    (i) For multiple DP applications within the same issuance authority,
the application fee shall be the greatest fee within that group

(ii) For multiple DP applications not within the same issuance
authority, the application fee shall be the combined total of the
greatest fee within those groups

(c) Permit amendment for an approved development permit

(i) If the amendment is made within the first two years of permit
issuance, the additional fee shall be 75 per cent of the new
application fee

(ii) If the amendment is made after the first two years of permit
issuance, the additional fee shall be the same as the new application
fee

(4) Development variance permit (per lot; see (13) for multiple lots) $500

(5) Board of variance (per lot; see (13) for multiple lots) $500

(6) Site specific amendment to floodplain management bylaw (per lot; see (13) for
multiple lots) $600

(7) Subdivision referral

(a) Lot line adjustment where no net increase in the number of lots or lot
consolidation $750

(b) Subdivision (base fee) $1,000

(i) Variable fee: for each additional lot over two lots $100

(8) Strata conversion

(a) Base fee $1,500

(i) Variable fee: for each additional lot or unit over two lots or units $100

(9) For each home occupation, bed and breakfast, domestic business or domestic
industrial use (per lot; see (13) for multiple lots) $150

(10) Temporary occupation of an additional dwelling (per lot; see (13) for multiple
lots)

(a) If the $5,000 security deposit is to be paid by cash, cheque, debit card, $100
irrevocable letter of credit or other form satisfactory to a CVRD officer

(b) If a section 219 restrictive covenant is to be registered as a “rent charge” on the land title of the subject property (plus the CVRD lawyer’s expenses on an “at-cost” basis) $250

(11) Property information request report (per lot; see (13) for multiple lots) $150

(12) Site profile (per lot; see (13) for multiple lots) $100

(13) Multiple lots in one application

(a) For sections (2) to (6), the additional fee for each additional lot shall be $150 or 25 per cent of the application fee, whichever results in the greater fee

(b) For sections (9) to (12), the additional fee for each additional lot shall be the separate application fee

(14) Development proposal notice sign, statutory public hearing or public information session

(a) If an application requires the installation of a development proposal notice sign, the applicant shall pay for the installation, maintenance and removal of such sign

(b) Each statutory public hearing organized and conducted by CVRD staff (this fee includes the publication of notice in a newspaper, and this fee shall be fully refundable if the board declines to advance the application to statutory public hearing) $1,500

(c) Each public information session organized and conducted by CVRD staff, at the request of a standing committee of the board or the board $1,000

(15) Land title and related documents

(a) All application fees include electronic retrieval of certificate of title, covenant, easement, right-of-way agreement, plan and development agreement

(b) For each manual retrieval of covenant, easement, right-of-way, plan and development agreement from the Land Title Office, the additional fee shall be $50

(c) Covenant, easement, right-of-way, plan and development agreement modification or discharge
(i) If the document was registered in connection with a bylaw amendment, its modification or discharge requires a statutory public hearing; the application fee shall be the CVRD lawyer’s expenses on an “at-cost” basis, plus the statutory public hearing fee.

(ii) If the document was not registered in connection with a bylaw amendment, the application fee for its modification or discharge shall be the CVRD lawyer’s expenses on an “at-cost” basis.

(16) Application extension

(a) For each application extension, the additional annual fee shall be 75 per cent of the new application fee, payable prior to board approval and refundable if extension request is denied by the board.

(17) Application withdrawal or refund

(a) If an application is withdrawn in writing:

(i) Before referral has been circulated for internal departments for comments, the refundable portion of the application fee shall be 75 per cent.

(ii) Before a document, such as a staff report or the preliminary conditions for a subdivision, is signed by a CVRD officer, the refundable portion of the application fee shall be 50 per cent.

(b) Unless otherwise stated in this bylaw, no refunds for any application that has been considered by a CVRD officer or the board, unless upon written request by the applicant, and the board approves a refund by resolution.