

PLANNING DEPARTMENT APPLICATION FEES

OCP / ZONING/ LAND USE CONTRACTS

OCP/Zoning/LUC Amendment within an OCP boundary.	\$2400
Joint OCP/Zoning or LUC Amendment.	\$2900
Zoning or LUC Amendment outside an OCP boundary	\$1400
<ul style="list-style-type: none"> • \$60/hour professional staff time • \$40/hour technical and clerical staff time • Consulting services, including fees for legal services, other related expenses such as covenant registration billed at cost. 	
<i>*see Bylaw No. 522 Schedule B for payment instalment specifications</i>	

PERMITS

DVP (one dwelling/aux. buildings or uses/single parcel)	\$500
DVP (minor auxiliary structures, other than a sign/single parcel)	\$500
DVP (uses other than those of the above two types)	\$1000
DVP (signs & no other structures)	\$150
DP (naturally hazardous areas)	\$500
DP (environmentally sensitive areas)	\$400
DP (repairs caused by a storm event or natural hazard)	\$25
DP (form and character of development)	* \$500
<i>*\$1.00/m2 of floor area to a maximum of \$4000</i>	
DP (involving one or more variances)	\$650
Tree Cutting Permit	\$100
Strata Conversion of a previously occupied dwelling.	\$650
Temporary Commercial or Industrial Use Permit	* \$500
<i>*\$1.00/m2 of floor area to a maximum of \$1000</i>	

SUBDIVISIONS

First Parcel	\$700
Each additional parcel including remainder	\$165
Request to waive minimum frontage requirements	\$150
Strata Conversion	\$650

BOARD OF VARIANCE

One dwelling / auxiliary uses / on a single parcel	\$500
Commercial / industrial / assembly / or more than one residence	\$1000

PROPERTY INFORMATION REQUESTS

Comfort Letter	\$100
Amendments to Legal Agreements in favour of the SCRD.	* \$250
<i>*plus cost of any legal expenses associated with the amendment.</i>	

PRE-APPLICATION SITE INSPECTIONS

Per hour charge for Staff time spent on site	\$60
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REFUNDS

Application withdrawn within 21 days	½ Fee
OCP / Zoning / Land Use Contract amendment when:	\$900
<ul style="list-style-type: none"> • 1st reading has been given, and • public hearing is waived or will not be held; and • bylaw is adopted or defeated 	
Non-Profit / Public Utility / Improvement District or Local Government - for Bylaw Amendment, DP or DVP.	* ½ Fee
<i>*May apply to reduce up to ½ applicable fee</i>	

(This is a summary of Bylaw No. 522 Schedule B. Refer to actual bylaw for full details of fees.)

PLANNING DEPARTMENT PUBLICATION FEES

TITLE	BYLAW	
Zoning Bylaw	310	\$5.00
Procedures Bylaw	522	\$5.00
Subdivision Servicing Bylaw	320	\$5.00
Subdivision Servicing Standards (Water & Sewer Manual)	320	\$20.00
Zoning Bylaw	337	\$5.00
Tree Cutting Permit Bylaw	350	\$5.00
Soil Removal & Deposit Permit Bylaw	351	\$5.00
Elphinstone Official Community Plan	297	\$20.00
West Howe Sound Official Community Plan	304	\$20.00
Halfmoon Bay Official Community Plan	325	\$20.00
Roberts Creek Official Community Plan	375	\$20.00
Hillside – Port Mellon Official Community Plan	370	\$20.00
Egmont/Pender Harbour Official Community Plan with maps (OCP only - \$20*)	432	\$60.00
Twin Creeks Area Official Community Plan	545	\$20.00

TITLE	
Reconnaissance Study (Egmont/Pender Harbour O.C.P.)	\$5.00
Reconnaissance Study (Halfmoon Bay O.C.P.)	\$5.00
Reconnaissance Study (Roberts Creek O.C.P.)	\$5.00
Reconnaissance Study (Elphinstone O.C.P.)	\$5.00
Reconnaissance Study (Hillside O.C.P.)	\$5.00
Sechelt Inlets Coastal Strategy Bound	\$25.00
Sechelt Inlets Coastal Strategy (Unbound)	\$5.00
Elphinstone Technical Background Report	\$35.00
West Howe Sound Technical Background Report	\$35.00
Sunshine Coast Regional District-Electoral "A" Lakes Study	\$20.00

Book-bound documents – charge PST

Unbound (stapled or single page) documents and maps – charge PST