

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

**BYLAW NO. 1565**

A Bylaw to Establish Miscellaneous Fees and Charges

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

1. The various fees and charges as set out in Schedules A, B, C, D, and E attached hereto and forming part of this Bylaw are hereby imposed.
2. "Central Saanich Fees and Charges Bylaw No. 1378, 2001" is hereby repealed in its entirety.
3. This Bylaw may be cited for all purposes as the "**Central Saanich Fees and Charges Bylaw No. 1565, 2007**".

READ A FIRST TIME on this      **5<sup>th</sup>**    day of    **February,**                    2007.

READ A SECOND TIME on this    **5<sup>th</sup>**    day of    **February,**                    2007.

READ A THIRD TIME on this     **5<sup>th</sup>**    day of    **February,**                    2007.

RECONSIDERED, FINALLY PASSED AND ADOPTED by the Municipal Council, signed by the Mayor and Municipal Clerk, and sealed with the Seal of the Corporation on this **19<sup>th</sup>** day of **February,** 2007.

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Jack Mar  
Mayor

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Sara C. Ribeiro  
Municipal Clerk

**SCHEDULE A**

**Administration**

Photocopies (single-sided)	\$ .50	Per page
(double-sided)	.55	Per page
Minutes (Council; Committee)	5.00	Per copy
Minutes Packages (1 year supply)	120.00	Per year
Copy of "List of Electors" for candidates only (Printed or on Diskette)	25.00	Per copy
Rental of Council Chambers	11.50	Per hour
	70.00	Per day
	200.00	Per week
Rental of Committee Room	7.00	Per hour
	50.00	Per day
	150.00	Per week
Copy of Council Agenda (including all back-up materials)	23.00	Per copy
	250.00	Per one year supply
Copy of Committee agenda (including all back-up materials)	20.00	Per copy
	200.00	Per one year supply
Copies of Special Reports/Studies	At Cost	
Municipal Bylaws (single-sided)	.70	Per page
(double-sided)	.80	Per page
Liquor Licence Applications		
• New Applications	500.00	
• Revisions to Existing Licences	300.00	
• Applications that Require Public Notification	At Cost	
Staff Time (Not FOI Related)	9.00	Per 1/4 hour after first 1/2 hour
for Obtaining and Photocopying Documents	34.00	Per hour for each hour thereafter
Road Race Permits		
• General Events	125.00	Per event
• Major Duathlon/Triathlon/Elite Race Events	165.00	Per event
• Refundable Security Deposit (minimum of \$50.00, up to amount equal to projected costs plus 10%, made payable by cash or certified cheque at time of booking or a minimum of 15 days prior to the event)	50.00	(Minimum per event)
Long Distance Facsimile Charges	2.00	First page
	1.00	Additional pages
Business Licence Listing	35.00	Per listing

**SCHEDULE B**

**Finance**

Certificate of Taxes and Charges Outstanding (to other than a registered owner)	\$ 15.00	Per certificate
Annual Gross Tax Information Diskette	200.00	Per copy
Accounts Outstanding Beyond 30 Days		
• Interest Charge	1.5%	per month compounded to an annual rate of 19.56%
Returned Cheques - Service Charge	20.00	Per cheque
Provisional/Annual Budget	15.00	Per copy
Mailing Dog Tags (postage & handling)	2.00	Per household, to a maximum of five tags
Duplicate Tax or Utility Statements	5.50	Per statement

**SCHEDULE C**

**Parks and Facilities**

**Centennial Park and Rom Knott Park**

**Ball Diamonds**

Non-Local Youth	\$ 6.00	Per hour
	30.00	Per day
	90.00	Per season
Local Adult	10.00	Per hour
	50.00	Per day
	150.00	Per season
Non-Local Adult	12.00	Per hour
	60.00	Per day
	180.00	Per season
Commercial	16.00	Per hour
	75.00	Per day
	200.00	Per season

**Playfields**

Non-Local Youth	3.00	Per hour
	12.00	Per day
	45.00	Per season
Local Adult	5.00	Per hour
	20.00	Per day
	75.00	Per season
Non-Local Adult	6.00	Per hour
	24.00	Per day
	90.00	Per season
Commercial	16.00	Per hour
	40.00	Per day
	150.00	Per season

**Centennial Park Picnic Shelters**

Shelter #1 and #3		
Local	2.50	Per hour
Non-Local	3.00	Per hour
Corporate	8.00	Per hour
Shelter #2		
Local	5.00	Per hour
Non-Local	6.00	Per hour
Corporate	10.00	Per hour

**Centennial Park Fieldhouse**

Non-profit		
Local Youth	6.00	Per hour
Local Adults	10.00	Per hour
Non-Local Youth	7.20	Per hour
Non-Local Adult	10.00	Per hour
Educational		
Local	10.00	Per hour
Non-Local	12.00	Per hour

Private			
Local	15.00	Per hour	
Non-Local	20.00	Per hour	

Commercial			
Local	22.00	Per hour	
Non-Local	26.00	Per hour	

Showers	45.00	Per day	
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**Room Set-up/Clean Up Charges and Exceptional Services**

Contracted Services	20.00	Per hour	
Municipal Staff	33.00	Per hour plus any applicable overtime premiums	

**Lacrosse Box**

Local Adult	10.00	Per hour	
Non-Local Youth	5.00	Per hour	
Non-Local Adult	12.00	Per hour	

**Tennis Courts**

Local Youth	0		
Non-Commercial	3.50	Per hour	
Commercial	5.00	Per hour	

**Special Use Park Areas**

Non-Local Youth	6.00	Per hour	
	30.00	Per day	
Local Adult	10.00	Per hour	
	50.00	Per day	
Non-Local Adult	12.00	Per hour	
	60.00	Per day	
Commercial	16.00	Per hour	
	75.00	Per day	

**Equipment Rental**

Portable Construction Fencing	.50	Per foot	
Road Barricades	2.50	Each	
Road Signs	2.50	Each	
Display Easels	8.00	Per day	
Overhead/Slide Projector	15.00	Per day	
Flipchart	5.00	Per day	
125 Cup Coffee Percolator	15.00	Per day	
36 Cup Coffee Percolator	10.00	Per day	
26" Television/VCR	20.00	Per day	

**Security Deposit Fee**

At the discretion of the Manager of Community Services, a Security Deposit may be required for use of District park facilities. When required, this deposit shall be payable in cash or by certified cheque and must be received by the District no less than 15 days prior to the event. The deposit shall be an amount equal to the estimated costs (i.e. labour, materials, equipment) of providing services, plus 10%, but no less than \$50.00.

**Special Exception**

In consideration of community groups that have contributed 30% or more to the total cost of a park development project, it is recognized that the fees for use of the same (i.e. park facility) may be waived at the discretion of the Manager of Community Services.

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**Definitions**

Day	A calendar day or portion thereof. In terms of park use and pursuant to Bylaw No. 220, one day includes any portion or time between 6:00 am and 11:00 pm.
Season	A period not exceeding six months in which individuals/teams have consecutive access (i.e. every second Wednesday) to ball diamonds or playing fields, as per availability.
Youth	An organization whose majority of members (50% or above) are under the age of 19 years.
Seniors	An organization whose majority of members (50% or above) are over the age of 60 years.
Adult	An organization whose majority of members (50% or above) are over the age of 19 years.
Local	An individual or organization that permanently resides in or is primarily located in Central Saanich, or an organization whose majority of members are permanent residents of Central Saanich, or businesses that hold a valid business licence from Central Saanich.
Non-Local	An individual or organization that does not permanently reside in or is not primarily located in Central Saanich, or an organization whose majority of members are not permanent residents of Central Saanich, or businesses that do not hold a valid business licence from Central Saanich.
Commercial	A "for hire", "for profit" enterprise of a personal or corporate nature using public park facilities toward that end.
Corporate	A corporation, private firm or proprietor business utilizing park facilities for business related functions or staff events.
Special Use Park Areas	District park and open space lands, such as neighbourhood parks, parking areas, trails or other park open space <u>not</u> specifically named in this Schedule.
Special Use	Temporary exclusive or semi-exclusive use of an area designated as a <i>Special Use Park Area</i> .
Exceptional Services	Services provided by District Staff, or their contractors, for extra cleaning, equipment set-up/take-down, field and building maintenance or repairs and other duties provided to District park or facilities above and beyond the normal course of duties.

**SCHEDULE D**

**Planning**

Land Use Bylaw	\$ 22.00	Per copy
Zoning Maps		
- Per Black & White Basic	10.00	Each
- Per Colour Integrated	10.00	Each
Official Community Plan Bylaw	50.00	Per copy
Local Area Plan	10.00	Per copy
Requests from Public to Change Civic Address	25.00	Per request
Request for Copies of Oversize Building Drawings	40.00	Per request plus blueprint costs
Viewing Fee for Off-Site Documents	16.25	Per document
Written Reply on Existing Zoning and/or OCP Designation of Property	33.00	Per written reply

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**SCHEDULE E**

**Engineering & Public Works**

Driveway Permits	\$ 100.00	Per lot plus damage deposit
Application to Work in Municipal Road Allowances	50.00	Per day plus damage deposit
Review of Works & Services for New Subdivisions	4%	Of the total cost of Works & Services required
Annual Maintenance Fee - Commercial Signs	65.00	Per sign
Installation of Commercial Sign on Existing Pole	130.00	Per sign
Installation of Commercial Sign on New Pole	285.00	Per sign and post
Engineering Specifications and Standard Drawings	45.00	Per copy
Engineering Drawings	12.00	Per print