

Report

City of Merritt
REGULAR Council Meeting
October 13, 2020

File Number: 3900.2292

To: Sean Smith, Chief Administrative Officer
From: Don McArthur, Planning Manager
Date: October 8, 2020
Subject: Land Use Fees Amendment Bylaw No. 2292 (Schedule B Fees)

RECOMMENDATION:

THAT Council give First Reading to Land Use Fees Amendment Bylaw No. 2292, 2020

And

THAT Council give Second Reading to Land Use Fees Amendment Bylaw No. 2292, 2020

And

THAT Council give Third Reading to Land Use Fees Amendment Bylaw No. 2292, 2020

Background:

The Land Use Amendment and Development Approval Procedures Bylaw was adopted in 2009. Over the past decade, the costs of processing applications have increased. The fees charged for permits and processes no longer cover the costs of processing the applications.

Additionally, fees for Subdivision applications are not listed in the Land Use Amendment and Development Approval Procedures Schedule B fee schedule. There is a separate bylaw for Subdivision fees (Subdivision Application Fees Bylaw No. 2079, 2009), rather than containing the fees in one location. As a result, residents and developers must refer to multiple documents for information.

Furthermore, the Land Use Amendment and Development Approval Procedures Bylaw is no longer consistent with the Zoning Bylaw. Zoning Bylaw No. 2284, 2020 was adopted on September 1, 2020. Section 4.5 in the Zoning Bylaw pertains to Discretionary Use. This section includes the requirement to submit an application. To bring the Land Use Amendment and Development Approval Procedures Bylaw into alignment with the Zoning Bylaw, fees for Discretionary Use applications must be added to the Land Use Amendment and Development Approval Procedures fee schedule.

Discretionary Use

The Discretionary Use process only applies to Uses when they are identified as a Discretionary Use in a particular zone. For example, Food Primary Establishment (restaurant) is a Discretionary Use in the Service Commercial (C7) zone.

The proposed fees and associated uses are as follows:

Minor					Major					Special				
2020	2021	2022	2023	2024	2020	2021	2022	2023	2024	2020	2021	2022	2023	2024
\$50	\$51	\$52	\$53	\$54	\$500	\$510	\$520	\$531	\$541	\$1,000	\$1,020	\$1,040	1,061	\$1,082
Assembly Place					Animal Boarding					Adult Entertainment Club				
Brewing & Distilling					Building Supply Centre					Community Care Facility, Specialized				
Community Care Facility, Minor					Bulk Petroleum & Electricity Sales					Gaming Facility				
Food Primary Establishment					Bus Depot									
Funeral Services					Campground									
Liquor Primary Establishment					Community Care Facility, Major									
Modular Home					Daycare Centre, Major									
Place of Worship					Drive-through Business									
Public Use					Educational Institution									
Retail Store, General					Filling Station									
School, Public					Film Studio									
Second-Hand Store					Garden Centre, Indoor									
Short-Term Rental					Garden Centre, Outdoor									
Veterinary Services					Motel									
Water Refill Station					Parking Lot, Commercial									
					Truck Travel Centre									
					Vehicle Sales & Rentals									
					Vehicle Services									
					Winery									

Minor applications require limited processing time or have been assigned a lower fee to promote such applications. Major applications require submission of additional documentation, such as site plan and servicing drawings, and require significant staff time to process. Special applications may involve public consultation and/or Council approval.

Development Application Fee Comparison

To determine the appropriate fees for development applications, research was conducted by staff to provide a comparison with other Southern Interior municipalities. The following chart illustrates the discrepancy between fees currently charged by City of Merritt versus other municipalities.

Type of application	Fees								
	Merritt (proposed 2020)	Merritt (current)	Kamloops	Vernon	West Kelowna	Kelowna	Peachland	Penticton	Oliver
OCP Amendment	\$1,500	\$800	\$1,500	\$1,700	\$1,400	\$3,510	\$1,000	\$2,000	\$1,250
Zoning, text amendment	\$1,250	\$800	\$1,500	\$1,400	\$1,425	\$1,505	\$1,000	\$1,250	\$1,250
Zoning, other	\$1,500	\$800	\$1,500	\$1,400	\$1,425	\$1,915	\$1,000	\$1,750	\$1,250
Zoning, CD zone	\$2,500	\$800	\$1,500	\$1,400	\$2,500	\$3,510	\$1,000	\$5,000	\$1,250
OCP + Zoning	\$2,250 - 3,500	\$1,200	\$2,300	\$3,100	\$2,325 - 3,400	\$5,015 - 7,020	\$2,000	\$2,550 - 6,300	\$1,750
DP, minor	\$300	\$750	\$500	\$125	\$100	\$960	\$100	\$700	\$125
DP, major	\$1,500	\$1,200	\$1,000	\$1,100	\$1,500	\$1,745	\$600	\$1,200	\$1,100
DP, riparian	\$300	\$750	\$100	N/A	\$695	\$960	N/A	\$600	N/A
DP, geotech	\$300	\$750	N/A	N/A	N/A	N/A	N/A	\$700	N/A
DP, wildfire	\$300	\$750	N/A	N/A	N/A	N/A	N/A	\$700	N/A
DP amendment	\$150	N/A	\$100	N/A	\$150	\$160 - 975	N/A	\$350 - 600	\$375
DVP, minor	\$700	\$500	\$800	\$125	N/A	N/A	N/A	\$700	N/A
DVP, minor w/ DP	\$800 - 2,000	\$1,250 - 1,700	\$2,300	\$250 - 1,225	N/A	N/A	N/A	\$1,200 - 1,700	N/A
DVP, major	\$1,000	\$500	\$800	\$1,100	\$700	\$1,540	\$450	\$1,200	\$500
DVP, major w/ DP	\$1,100 - 2,300	\$1,250 - 1,700	\$2,300	\$1,225 - 2,200	\$800 - 2,200	\$2,500 - 3,285 + \$110 per variance	\$550 - 1,050	\$1,400 - 1,900	\$625 - 1,600

Type of application	Fees cont'd								
	Merritt (proposed 2020)	Merritt (current)	Kamloops	Vernon	West Kelowna	Kelowna	Peachland	Penticton	Oliver
Board of Variance	\$500	\$500	\$200	\$450	\$700	\$1,130	\$450	\$500	\$500
Temporary Use	\$800	\$400	\$750	N/A	\$650	\$1,830	N/A	\$800	\$700
Temporary Use renewal	\$400	\$400	\$750	N/A	\$650	\$1,830	N/A	\$400	\$350
Subdivision, 2 lots	\$850	\$325 - 850	\$450-950	\$330	\$350	\$2,380	\$620	\$1,000	\$600
Subdivision, 3 – 10 lots	\$1,000 + \$100 per lot	\$1,500 + \$25 per lot	\$250-750 + \$100 per lot	\$330 + \$300 per lot	\$350 + \$350 per lot	\$2,380 + \$110 per lot	\$620 + \$105 per lot	\$1,000 + \$300 per lot	\$600 + \$100 per lot
Subdivision, 11 – 20 lots	\$2,500 + \$100 per lot	\$2,000 + \$25 per lot	\$250-750 + \$100 per lot	\$2,730 + \$220 per lot	\$3,150 + \$350 per lot	\$3,260 + \$110 per lot	\$1,460 + \$105 per lot	\$3,000 + \$220 per lot	\$1,400 + \$100 per lot
Subdivision, 21 – 30 lots	\$4,000 + \$100 per lot	\$2,000 + \$25 per lot	\$250-750 + \$100 per lot	\$4,930 + \$190 per lot	\$6,650 + \$350 per lot	\$4,360 + \$110 per lot	\$2,510 + \$105 per lot	\$5,000 + \$200 per lot	\$2,400 + \$100 per lot
Subdivision, 31 – 40 lots	\$5,000 + \$100 per lot	\$2,000 + \$25 per lot	\$250-750 + \$100 per lot	\$6,830 + \$165 per lot	\$9,150 + \$350 per lot	\$5,460 + \$110 per lot	\$3,560 + \$105 per lot	\$7,000 + \$180 per lot	\$3,400 + \$100 per lot
Subdivision, 41+ lots	\$6,000 + \$100 per lot	\$2,000 + \$25 per lot	\$250-750 + \$100 per lot	\$8,480 + \$110 per lot	\$11,150 + \$350 per lot	\$6,560 + \$110 per lot	\$4,610 + \$105 per lot	\$8,800 + \$110 per lot	\$4,400 + \$100 per lot
Strata conversion	\$500 + \$100 per lot	\$500 – 1,000	\$500 + \$100 per lot	\$500	N/A	\$1,080 + \$110 per lot	N/A	\$500 + \$150 per strata lot to max of \$2,000	\$150 + \$150 per lot
PLR amendment	\$200	N/A	\$250	N/A	N/A	\$270	\$100	\$220	\$150
PLR extension	\$200	N/A	\$250	N/A	N/A	\$270	\$100	\$220	\$150
Discretionary Use, minor	\$50	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Discretionary Use, major	\$500	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Discretionary Use, special	\$1,000	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

The proposed fee schedule includes an annual 2% inflationary fee increase, with a clause stating that if the fee schedule is not amended, the final year fees shall apply.

Options / discussion

1. THAT Council give First, Second and Third Readings to Land Use Fees Amendment Bylaw No. 2292, 2020; or
2. THAT Council give First, Second and Third Readings to Land Use Fees Amendment Bylaw No. 2292, 2020, with any amendments deemed necessary; or
3. THAT Council receive this report as information.

Financial / Risk Implications:

The current fees do not cover the cost of processing development applications, meaning the status quo requires the use of property tax funds to be allocated for processing activities. The proposed changes are a financial response to this situation.

Others Consulted:

N/A

Attachments:

Attachment A: Land Use Fees Amendment Bylaw No. 2292, 2020

Attachment B: Existing Schedule B Fees

Respectfully submitted,

Don McArthur
Planning and Development Services Manager