



REPORT

To: Chair and Directors

Report Number: ADM-BRD-195

From: Electoral Area Directors Committee

Date: May 27, 2021

Subject: Development Application Procedures, Fees, and Delegation Bylaw No. 2449, 2021

Recommendation #1 below was deferred from the May 13th Regional Board Meeting pending a review of the bylaw by the Electoral Area Directors Committee (EADC). The Committee reviewed the bylaw at its May 20th meeting and the motion is now presented to the Regional Board for its consideration:

RECOMMENDATION ON THE FLOOR: [Corporate Unweighted]

MOVED Director Courtoreille, SECONDED Director Hiebert,

That the Regional Board give 'Development Application Procedures, Fees and Delegation Bylaw No. 2449, 2021', first, second, and third readings, which establishes the procedures under which an owner of land may apply for a variety of permits and bylaw amendments, as required by *the Local Government Act*, Section 460, and imposes fees for those applications as permitted under *Local Government Act* Section 397 and Section 462, and delegates the issuance of development permits to the General Manager of Development Services.

RECOMMENDATION #2: [Corporate Unweighted – 2/3 Majority]

That the Regional Board adopt 'Development Application Procedures, Fees and Delegation Bylaw No. 2449, 2021'.

RECOMMENDATION #3: [Corporate Unweighted]

That the Regional Board authorize a review of development application fees, compared to neighbouring local governments and with consideration given to recouping advertising costs.

BACKGROUND/RATIONALE:

The Electoral Area Directors Committee reviewed Development Application Procedures, Fees, and Delegation Bylaw No. 2449, 2021 at its meeting held on May 20, 2021. The Committee resolved to recommend that the Board give the bylaw three readings, and adopt the bylaw.

Bylaw 2449 includes the same fees for processing of development applications (rezoning, OCP amendments, Development Permits) as were included in the previous bylaw dating back to 2016. As staff advised the Committee that the fees have not been reviewed in five years, to compare with those charged by neighbouring local governments, or to ensure that the increasing advertising fees (which comprise most of the fee) are being recouped, EADC also recommended that the fees be reviewed. The bylaw is proposed for consideration of adoption at this time, in order to implement a fee for ALR exclusion applications, which are new to the PRRD. The PRRD needs to have a fee implemented by bylaw prior to receipt of an application. The results of the review will be presented to the Board at a future meeting, with recommendations to amend the bylaw, if the results warrant changes to the fee structure.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

Fees are collected mostly to cover the costs of mandatory advertising that must be posted as part of a development application. Staff time to process the applications is absorbed by the Development Services function as a necessary part of the job. The *Local Government Act* s. 397 authorizes the PRRD to impose fees for services, through a bylaw.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

Attachments:

1. Development Application Procedures, Fees, and Delegation Bylaw No. 2449, 2021
2. Report DS-BRD-152 – Development Application Procedures, Fees, and Delegation Bylaw No. 2449, 2021 originally received on the May 13th Regular Board Meeting (Item 11.2)