

NO: R044

COUNCIL DATE: **February 20, 2017**

REGULAR COUNCIL

TO: **Mayor & Council** DATE: **February 16, 2017**
FROM: **General Manager, Planning and Development** FILE: **3900-20-18641**
SUBJECT: **Proposed Amendments to *Development Application Fees Bylaw, 2016, No. 18641***

RECOMMENDATION

The Planning and Development Department recommends that Council:

1. Receive this report as information;
2. Amend *Development Application Fees Bylaw, 2016, No. 18641* (Fees Bylaw), as shown in Appendix "I;" and
3. Authorize the City Clerk to bring forward the necessary amendment bylaws.

PURPOSE

The purpose of this report is to obtain Council's approval to amend the Fees Bylaw to incorporate new fees for Liquor Licence Amendment Applications, and to ensure continued consistency between municipal bylaws and the processing of development applications.

BACKGROUND

In February 2016, City Council adopted the new Fees Bylaw in order to ensure consistency with the Official Community Plan (OCP), with other existing bylaws, and with the methods by which development applications are processed by City staff.

Since that adoption, minor edits are proposed to ensure consistency with *Surrey Zoning By-law, 1993, No. 12000* (Zoning Bylaw), to clarify fee calculations, and to create new fees to accommodate future Liquor Licence Amendment Applications to be processed by staff through Council-delegated authority. This delegated authority will be requested through a separate, future Corporate Report.

DISCUSSION

The proposed amendments to the Fees Bylaw fall into two categories.

1. Minor text adjustments.
2. New fees.

1. Minor Text Adjustments

Changes proposed under this category include:

- Adding the newly-proposed Single Family Residential (13) (RF-13) Zone to the rezoning fee section;
- Clarifying the language on additional fee calculations for lots and dwelling units in the rezoning and Development Permit sections; and
- Adjusting the Neighbourhood Concept Plan (NCP) surcharge fees. The fees were incorrectly adjusted when the bylaw was revamped in 2016, therefore this slight adjustment is required to be consistent with the actual amounts listed in the NCPs.

The specific edits are detailed in Appendix “I” of this report and represent minor adjustments and edits with no intended changes to the content or intent of the Fees Bylaw.

2. New Fees

Changes proposed under this category include adding new fees and adjusting the fee structure under the Liquor Licence category, in order to:

- Distinguish between new Liquor Primary Applications, and those amending existing liquor licences;
- Create new fees for those Liquor Licence Amendments that are handled by staff through Council-delegated authority (being addressed under a separate, future Corporate Report); and
- Add new fees to distinguish between Liquor Primary, Food Primary, and Manufacturer Licences, to be consistent with the liquor licences issued under the *Liquor Control and Licensing Act*.

CONCLUSION

The proposed adjustments to the Fees Bylaw will help ensure that the fees collected for applications are consistent with existing practices, and with amendments to the Zoning Bylaw that have already been approved by Council.

The adjustments will also provide the ability for staff to process Liquor Licence Amendment Applications through Council-delegated authority, helping to reduce costs and processing times for businesses. The request for such Council-delegated authority is being requested through a separate Corporate Report.

Based on the discussion above, the Planning and Development Department recommends that Council:

- Receive this report as information;
- Amend *Development Application Fees Bylaw, 2016, No. 18641* (Fees Bylaw), as shown in Appendix "I;" and
- Authorize the City Clerk to bring forward the necessary amendment bylaws.

Original signed by
Jean Lamontagne
General Manager,
Planning and Development

CS/ss

Attachments:

Appendix "I" Proposed Amendments to *Development Application Fees Bylaw, 2016, No. 18641*

Appendix “I”

Development Application Fees Bylaw, 2016, No. 18641

The proposed amendments to the Application Fees Bylaw are as follows:

1. Page 1, B. Provisions, Application Type, Rezoning, Single Family or Duplex, Section 1.1, after the words “RF-12C” by adding the words “RF-13”
2. Page 1, B. Provisions, Rezoning, Single Family or Duplex Zones, Additional Fees notations:
 - (a) LOT: by deleting the words “for each proposed lot included in the rezoning” and replacing them with “on the maximum number of lots allows under the proposed zone.”
 - (b) DWELLING UNIT: by deleting the word “proposed” and adding after the word “units” the following: “allowed under the proposed zone”.
3. Page 2, B. Provisions, Application Type, Rezoning, Multiple Family Zones, Additional Fees notations:
 - (a) DWELLING UNIT: by deleting the word “for” and replacing it with “under”.
4. Page 3, B. Provisions, Application Type, Rezoning, Comprehensive Development Zones, Additional Fees notations:
 - (a) LOT: by deleting the words “for each proposed lot included in the rezoning” and replacing them with “on the maximum number of lots allowed under the proposed zone.”
 - (c) DWELLING UNIT: by deleting the words “maximum” and “allowed (including applicable amenity density increases) for the proposed zone” and, after the word “units” adding the words “proposed in the rezoning.”
 - (d) SQUARE METRE: by deleting the words “of the maximum allowable density (including applicable amenity density increases)” and replacing them with “proposed in the rezoning.”
5. Page 4, B. Provisions, Rezoning Surcharge, as follows:
 - a) First paragraph, by deleting the words “and include” and replacing them with “with some including”;
 - b) Surcharge Fees, as follows:
 - i) North Cloverdale West NCP, All Other Uses, by deleting “\$1,420.78” and replacing it with “\$1,427.80”.
 - ii) East Newton North NCP, All Other Uses, by deleting “\$1,360.47” and replacing it with “\$1,364.70”.

- iii) West Newton South NCP, All Other Uses, by deleting “\$840.62” and replacing it with “\$846.20”.
 - iv) Rosemary Heights Central NCP, All Other Uses, by deleting “\$590.47” and replacing it with “\$594.70”.
 - v) West Newton North NCP, All Other Uses, by deleting “\$640.45” and replacing it with “\$644.50”.
 - vi) West Cloverdale South NCP, All Other Uses, by deleting “\$1,160.36” and replacing it with “\$1,163.60”.
 - vii) Rosemary Heights West NCP, All Other Uses, by deleting “\$850.70” and replacing it with “\$857.00”.
 - viii) East Newton South NCP, All Other Uses, by deleting “\$680.87” and replacing it with “\$688.70”.
 - ix) West Cloverdale North NCP, All Other Uses, by deleting “\$1,460.71” and replacing it with “\$1,467.10”.
 - x) East Clayton NCP Ext. North of 72 Ave, All Other Uses, by deleting “\$600.64” and replacing it with “\$606.40”.
 - xi) Anniedale-Tynehead NCP, All Other Uses, by deleting “\$860.46” and replacing it with “\$864.60”.
 - xii) Fleetwood Enclave Infill Area, All Other Uses, by deleting “\$3,990.27” and replacing it with “\$3,992.70”; and
 - xiii) West Clayton NCP, All Other Uses, by deleting “\$740.11” and replacing it with “\$741.10”.
- c) Surcharge Fees notations:
- (a) LOT: by deleting the words “for each proposed lot included in the rezoning” and replacing them with “based on the maximum density approved in the corresponding NCP.”
 - (b) DWELLING UNIT: by deleting the word “for” and replacing it with “under”.

6. Page 7, B. Provisions, 20. Development Permit, 20.3 For NEW Form and Character Applications only, Additional Fees Notations:

- (b) SQUARE METRE: by deleting the word “based” and replacing it with “calculated” and after the word “all” adding the word “proposed”.
- (c) HECTARE: by deleting the word “based” and replacing it with “calculated” and deleting the words “the subject to” and replacing them with “included in”.
- (a) SQUARE METRE: by deleting the word “based” and replacing it with “calculated”

7. Page 9, B. Provisions, 24. Liquor Licence, by adding new sections 24.1, 24.2, 24.3 and 24.4 as indicated below:

24. LIQUOR LICENCE	
24.1 NEW LIQUOR PRIMARY APPLICATIONS	\$1,757*
<i>*(a) EXTRAS: Additional fees in Section 18 may apply.</i>	
24.2 AMENDMENT APPLICATIONS	
<i>Liquor Primary Licence (Hours of Operation Extension > 1 hr)</i>	\$1,757
<i>Food Primary Licence (Liquor Service Extension Past 1:00 pm)</i>	
<i>All Other Licences</i>	
24.2 AMENDMENT APPLICATIONS - DELEGATED	
<i>Liquor Primary Licence (Increase in Person Capacity) (Hours of Operation Extension <= 1 hr)</i>	\$1,000
<i>Food Primary Licence (Patron Participation) (Liquor Service Extension Until 1:00 pm)</i>	
<i>Manufacturer Licence (Lounge Endorsement) (Special Event Area Endorsement)</i>	
24.3 APPLICATION SURCHARGE	
<i>Forwarding a Delegated Liquor Licence Amendment Application to Council</i>	\$800