

# Report to Council



**Date:** December 10, 2018  
**File:** 0245-01  
**To:** City Manager  
**From:** Ryan Smith, Community Planning Manager  
**Subject:** Development Application Fee Bylaw No.10560 Amendment - Sign Fees

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## **Recommendation:**

THAT Council receives, for information, the Report from the Community Planning Department Manager dated December 3, 2018 with respect to amendments to the Development Application Fees Bylaw;

AND THAT Bylaw No. 11233, being Amendment No. X to Development Application Fees Bylaw No. 10560 be advanced for reading considerations.

## **Purpose:**

To amend Development Application Fees Bylaw No.10560 with updated signage fees.

## **Background:**

In August of 2018, Council adopted Sign Bylaw No.11530. Part of the staff recommendation at this time included the following:

*AND THAT Council directs Staff to amend Bylaw 10560, being the Development Applications Fees Bylaw with regard to sign fees.*

*AND THAT Council directs staff to bring forward a budget request for a Bylaw Officer position to support additional Sign Bylaw enforcement;*

Bylaw Services has included the necessary budget request for the Bylaw Officer position in the 2019 budget. The fee bylaw amendment associated with this report includes the associated Development Application Fee Bylaw amendments to increase signage fees. Increased fees will help to cover the costs associated with administering Sign Permit process administration

reviews, and enforcement. The Temporary Portable Signage permit fees are structured to encourage shorter duration/intermittent use of this type of sign.

**Legal/Statutory Authority:**

Community Charter, Section 194(1).

**Existing Policy/Bylaw:**

Development Application Fees Bylaw No.10560.  
Sign Bylaw No.11530.

**Financial/Budgetary Considerations:**

Signage permit fees have been updated to reflect the cost of reviewing applications and enforcing non-compliant property owners.

**Communications Comments:**

Staff will circulate the updated fee schedule to the local sign industry should Council authorize the proposed fee increases.

**Considerations not applicable to this report:**

External Agency/Public Comments:

Internal Circulation:

Personnel Implications:

Alternate Recommendation:

Legal/Statutory Procedural Requirements:

Submitted by:

R.Smith, Community Planning Manager

Approved for inclusion:



D.Edstrom, Divisional Director of Community Planning and Strategic Investments

cc: Financial Planning (GK)  
Business Licensing (GW)  
Bylaw Services (DG)