

REPORT TO COUNCIL



Date: June 28, 2021
To: Council
From: City Manager
Subject: Amendment to Development Application Fees Bylaw No. 10560
Department: Development Planning

Recommendation

THAT Council, receives, for information, the Report from the Development Planning Department dated June 28, 2021 recommending that Council amend the City of Kelowna Development Application Fees Bylaw No. 10560;

AND THAT Bylaw No. 12173 being Amendment No. 12 to the Development Application Fees Bylaw No. 10560 be forwarded for reading consideration.

Purpose

To amend the Development Application Fees Bylaw No. 10560 to more transparently include a \$50.00 administration fee.

Background

Amendment No. 10 to the Development Application Fee Bylaw was adopted on February 24, 2020. This amendment included the addition of a \$50.00 administration fee for the ongoing management/operations of the development applications business system. Once approved, this fee was included as a line in the Development Application Fee Bylaw, however, it was not incorporated in the tables. For greater clarity about the fees being charged and payable for any development applications, Development Planning recommends this fee be incorporated in the tables. For Agricultural Land Commission (ALC) applications these fees are set by the ALC and not subject to annual City of Kelowna increases or document administration fees.

Internal Circulation:

Office of the City Clerk

Considerations applicable to this report:

Legal/Statutory Authority: Authority to impose fees for processing development applications is established in Section 462(1) of the *Local Government Act*.

Financial/Budgetary Considerations: The inclusion of a \$50.00 administration fee was adopted in Amendment No. 10 to the Development Application Fee Bylaw but was not incorporated in the tables of the bylaw at that time.

Considerations not applicable to this report:

Legal/Statutory Procedural Requirements: N/A

Existing Policy: N/A

External Agency/Public Comments: N/A

Communications Comments: N/A

Report prepared by: Kimberly Brunet, Planner II
Reviewed by: Jocelyn Black, Urban Planning Manager
Reviewed by: Terry Barton, Development Planning Department Manager
Approved for Inclusion: Ryan Smith, Divisional Director, Planning & Development Services

Attachments:

Schedule A: Draft Development Application Fees Chart