

BYLAW NO. 4896, 2018

A Bylaw to Establish Fees and Charges for City Services and Information

WHEREAS Section 194 of the *Community Charter*, S.B.C. 2003, c.26 authorizes municipalities, by bylaw, to impose fees and charges for the provision of various services and information;

AND WHEREAS Council deems it necessary and desirable to exercise the authority provided by the *Community Charter* to cover costs of providing various services and information;

NOW THEREFORE, the Council of the City of Coquitlam, in open meeting lawfully assembled, ENACTS AS FOLLOWS:

1. This Bylaw shall be cited for all purposes as the *Fees and Charges Bylaw No. 4790, 2017*. The City hereby imposes fees for the provision of services and information as specified in Schedules "A", "B", "C", "D", "E", "F", "F1", "G", "H", "I", "J", "K", "L", "M" attached to this Bylaw.
2. Fees and Charges Bylaw No. 4790, 2017 is hereby repealed.
3. This Bylaw shall come into effect on January 1, 2019.
4. Wherever this Bylaw sets out fees and charges with respect to other City bylaws and such other bylaws contain similar fees and charges, this Bylaw is deemed to prevail.

READ A FIRST TIME this 3rd day of December, 2018.

READ A SECOND TIME this 3rd day of December, 2018.

READ A THIRD TIME this 3rd day of December, 2018.

GIVEN FOURTH AND FINAL READING and the Seal of the Corporation affixed this 11th day of December, 2018.



MAYOR



CLERK

SCHEDULE "A" TO BYLAW NO. 4896, 2018

**GENERAL ADMINISTRATION
2019 FEES AND CHARGES**

Schedule "A" to Bylaw No. 4896, 2018

General Administration Fees and Charges

	<u>FEES</u>	<u>INCL. GST 5%</u>
<u>General Documents and Services</u>		
All Departments		
Request for routine information in writing where research is necessary in order to provide a response specifically involving the following: * the search of City records for information routinely available where it is determined by the Department Head that research could involve staff time in excess of 15 minutes but not exceeding one hour	\$75.00	exempt
* an additional charge payable for each additional 15 minutes or portion thereof, required to research records or information (see Note 1)	\$7.50	exempt
Photocopies, Miscellaneous, per page	\$0.50	\$0.53
Declined Payment Charge (NSF)	\$25.00	exempt
City Clerks Office		
Lists of Electors: First Copy	Free	
Each additional copy, hard copy	\$25.00	exempt
Each additional copy, CD	\$25.00	exempt
(Available only to official Candidates as declared by the Chief Election Officer in accordance with Section 97 of the Local Government Act)		
Liquor Licence Consultation Fee	\$1,100 plus the actual cost of postage	exempt
Meeting recordings, Miscellaneous, per CD	\$5.00	exempt
Legal		
Administration Fee to prepare a discharge of any registered charge in favour of the City of Coquitlam, including statutory rights of way, restrictive covenants, highway reservations and development permit notices	\$175.00	exempt
Preparation of restrictive covenant pursuant to the Building Bylaw: (a) for a single property (b) for multiple properties in one covenant-Basic Fee	\$250.00 \$250.00 plus \$20.00 per additional property	exempt exempt exempt
Preparation of statutory rights of way, or restrictive covenants other than under the Building Bylaw	\$250.00	exempt

Schedule "A" to Bylaw No. 4896, 2018

General Administration Fees and Charges

	<u>FEES</u>	<u>INCL. GST 5%</u>
Legal - Cont'd.		
Preparation of other documents (see Note 1)	\$250.00 per hour or part thereof of the City Solicitor's time to prepare the document	exempt
Notarization of documents other than restrictive covenants or statutory rights of way prepared by the City:		
(a) single signature	\$30.00	exempt
(b) multiple signature of persons present at the same time	\$50.00	exempt
Document review fee for:		
(a) documents based on precedents supplied by the City		
(i) initial review	\$160.00	exempt
(ii) each subsequent review	\$80.00	exempt
(b) all other documents		
(i) initial review	\$160.00	exempt
(ii) each subsequent review	\$80.00	exempt
Review of City records for the purpose of claims, insurance claims or court case where it is determined by the Manager of the Legal Division that the research could exceed 15 minutes of staff time		
First hour	\$75.00	exempt
Each Additional hour	\$25.00	exempt
Registration expenses associated with land documents (including plans, agents, filing fees)	actual cost	actual cost
Search, review and preparation of City records in response to a court order in a matter in which the City is not a party		
(a) staff time	\$85 per hour or part thereof	exempt
(b) photocopies--standard format and size	\$0.50 per page	\$0.53 per page
(c) other copies--irregular format or size photocopying, electronic formats	actual cost	actual cost
Court attendance of City employee under subpoena		
(a) preparation	\$50 per hour	exempt
(b) attendance in Court	\$200 per half day	exempt

Schedule "A" to Bylaw No. 4896, 2018

General Administration Fees and Charges

	<u>FEES</u>	<u>INCL. GST 5%</u>
Finance		
Request for routine information in writing where research is necessary in order to provide a response specifically involving the following: * Taxation and other financial information where it is determined by the Manager of Finance that research could involve staff time in excess of 15 minutes but not exceeding one hour. * an additional charge payable for each additional 15 minutes or portion thereof, required to research records or information (see Note 1)	\$75.00 \$7.50	exempt exempt
Real Estate Tax Levy Reports	\$300.00	exempt
Over the Counter Tax Information	\$30.00	exempt
Tax Request (fax or mail back)	\$30.00	exempt
Tax Registration / De-registration Fee	\$110.00	exempt
Properties included on mortgage listings (charged to mortgage companies)	\$10.00 each property	exempt

Human Resources		
Requests for wage loss or earnings information initiated by or on behalf of any past or present employee of the City, with the exception of the following: * Workers' Compensation Board information requests * Revenue Canada/Canada Pension Plan/Unemployment Commission information requests * Employment Verification/Confirmation requests * City Contracted Employee Benefit Plan Carrier information requests * Mortgage Application Attestation information requests * Municipal Superannuation (Pension) Plan information requests	\$75.00	exempt

General Documents and Service Notes:

Note 1: Where it is determined that a fee may be assessed, the Applicant will be provided with a fee estimate prior to the requested work being initiated.

Schedule "A" to Bylaw No. 4896, 2018

General Administration Fees and Charges

FEES **INCL.**
GST 5%

BC Online Usage Fees

Business Licenses		
Search Fee	\$20.00	\$21.00
Request	\$49.50	\$52.00
Priority Request	\$147.60	\$155.00

Fees for Freedom of Information Requests

Fees for Freedom of Information requests are as established by the Schedule of Maximum Fee Regulation (B.C. Reg. 323/93).

SCHEDULE "B" TO BYLAW NO. 4896, 2018

PLANNING AND DEVELOPMENT DEPARTMENT

2019 FEES AND CHARGES

Schedule "B" to Bylaw No. 4896, 2018
Planning and Development Department Fees & Charges

	FEES	INCL. GST 5%
Publications		
Refer to the latest Planning and Development Department "List of Publications" for current pricing.		
Documents & Services		
Custom Work for documents, rate per hour (charged in 15 minute increments)	\$48.36	\$50.78
Survey Certificate Copies, each	\$37.62	\$39.50
Photocopies, per page (plus additional cost of custom work, as required)	\$0.50	\$0.53
Fax Requests, per page	\$0.49	\$0.51
Comfort Letter		
Single-family/two-family	\$183.68	exempt
Multi-family/Commercial/Industrial/Institutional	\$314.86	exempt
Requests for written confirmation related to Bylaw inquiries	\$104.95	exempt
Mailing Fee	Cost Recovery	
Other Services as required	Cost Recovery	
Development Applications		
Pre-Application Review	\$1,049.54	exempt
Comprehensive Development Zones	\$4,298.93	exempt
Rezoning - Basic Fee	\$3,148.63	exempt
<i>Plus Zone Fee per 100 sq. metres of land:</i>		
RS-2 or A-3 Zones	\$6.30	exempt
RS (other than RS-2) or RMH zones	\$20.99	exempt
RTM, RT	\$36.74	exempt
RM Zone	\$53.74	exempt
P Zone	\$10.74	exempt
M Zone	\$16.12	exempt
B Zone	\$42.99	exempt
C, CS, SS or CD Zones	\$80.61	exempt
Public Hearing Fee	\$1,074.74	exempt
Zoning Bylaw Amendment Time Extension	\$537.36	exempt
Zoning Bylaw Text Amendment	\$3,673.40	exempt
Citywide Official Community Plan Amendment (text or map)	\$8,396.35	exempt
Citywide Official Community Plan Amendment Time Extension	\$537.36	exempt
Regional Growth Strategy Amendments	\$4,298.93	exempt
Additional Public Hearing Fee	\$1,074.74	exempt
Subdivisions		
Conventional, Site Configuration, Bareland Strata, and Airspace (three or <i>Plus lot fee for every lot to be created beyond three (3)</i>)	\$3,148.63 \$115.45	exempt exempt
Strata Title Conversion (two units or less)	\$2,686.82	exempt
Strata Title Conversion (more than two units)	\$3,761.57	exempt
Phased Strata Title - Basic fee	\$3,148.63	exempt
<i>Plus Phase fee for every phase beyond two (2)</i>	\$275.13	exempt
Form "P" Amendment	\$268.68	exempt
Road cancellation	\$2,955.51	exempt
Lot line adjustment, Consolidation	\$537.36	exempt
Subdivision re-approval (any type)	\$787.16	exempt
City Land Valuation (Cash-in-Lieu Option)	\$500.00	exempt

Schedule "B" to Bylaw No. 4896, 2018
Planning and Development Department Fees & Charges

	FEEs	INCL. GST 5%
Land Use Contract Amendments		
Land use Contract discharge/cancellation	\$214.94	exempt
Major Amendment	\$2,686.83	exempt
Minor Amendment	\$859.79	exempt
Agricultural Land Commission	\$322.42	exempt
Temporary Industrial or Commercial Permit	\$2,686.83	exempt
Temporary Industrial or Commercial Permit Renewal	\$1,343.42	exempt
Development Permit (DP)		
Non-delegated DPs	\$3,148.63	exempt
Plus additional fee per unit and non-residential GFA fee per 100m2 of GFA:		
C, CS, SS, RT, RTM, RM or CD Zone	\$80.61	exempt
All other zones	\$69.86	exempt
Delegated DPs	\$2,149.47	exempt
Variance to Bylaws	as per DVP fee below	
DP Amendment (Major)	\$1,612.10	exempt
DP Amendment (Minor)	\$537.36	exempt
Additional Site Inspection for Release of Security	\$161.21	exempt
Development Variance Permit (DVP) - see Note 1		
Variances to Zoning Bylaw:		
A-3 Zone or RS zones	\$1,612.10	exempt
All other zones	\$2,955.51	exempt
Variances to the Sign Bylaw or Subdivision & Development Servicing Bylaw	\$1,612.10	exempt
Heritage Revitalization Agreement	\$3,148.63	exempt
Heritage Revitalization Agreement Amendment	\$1,074.74	exempt
Heritage Alteration permit (HAP)	\$859.79	
Development Agreement	Cost recovery	exempt
Development Agreement Amendment	\$2,149.47	exempt
Board of Variance Application	\$420.00	exempt
Latecomer Agreements	\$3,224.20	exempt
Latecomer Interest Rate	As per Municipal Finance Authority of BC (MFABC) 15-year rate at time of agreement	exempt
Burquitlam-Lougheed Neighbourhood Plan (BLNP) and City Centre Area Plan Transit Oriented Developments.	OCP Amendment, Rezoning, DP and Subdivision applications involving properties designated Transit Village commercial, High Density Apartment Residential, City Centre Commercial or High Density Apartment will be subject to a 15% surcharge over and above the fees shown in Schedule B	exempt

Schedule "B" to Bylaw No. 4896, 2018

Planning and Development Department Fees & Charges

Notes:

1. The Development Variance Permit application fee shall be applied to each lot subject to the requested variance up to a maximum of five (5) lots.
2. All application fees are exempt from GST.

Refund Policy:

a. Where an application for an amendment to the Zoning Bylaw or the OCP Bylaw is withdrawn by the applicant prior to Council's First Reading, or if Council declines the application prior to referral to the Public Hearing, \$1,074.74 of the Public Hearing fee paid by the applicant shall be refunded within 90 days of receipt of the applicant's written request for such refund.

b. Where an application for a Development Permit or Development Variance Permit is withdrawn by the applicant prior to the application being referred to other departments for comment, a refund of the DP and DVP fees paid by the applicant, less 20%, shall be provided within 90 days of receipt of the applicant's written request for such refund.

Sign Permit Fees	FEES	INCL. GST 5%
Time Limited Sign	\$96.73	exempt
Signs and Comprehensive Sign Plan (alterations only)	\$96.73	exempt
Signs and Comprehensive Sign Plan (under \$1,000 value)	\$96.73	exempt
Signs and Comprehensive Sign Plan (\$1,001-\$5,000 value)	\$107.47	exempt
Signs and Comprehensive Sign Plan (\$5,001-\$10,000 value)	\$204.20	exempt
Signs and Comprehensive Sign Plan (\$10,001-\$20,000 value)	\$268.68	exempt
Signs and Comprehensive Sign Plan (\$20,001+ value)	\$343.91	exempt
For each additional inspection	\$107.47	exempt
Signs requiring Council Authorization	\$1,612.10	exempt
Construction Hoarding Signs	\$107.47	exempt

Notes:

1. Fees shown are per sign.
2. Double fees charged if sign(s) installed prior to Sign Permit being issued.
3. Sign value is based on installed cost to customer (may require documentation).

Refund Policy:

Sign permit fees are non-refundable and do not guarantee approval of the Sign Permit Application.

Conservation Permit Fees & Permit Renewal Fees

Conservation Permit Fees		
Minimum non-refundable permit fee	\$80.61	exempt
<i>plus additional fee per \$1,000 of construction value in excess of \$1,000</i>	\$7.52	exempt
<i>up to a maximum of:</i>	\$806.05	exempt
Conservation Permit Renewal Fees		
Minimum permit renewal fee, or	\$80.61	exempt
50% of the above permit fees, whichever is greater		

SCHEDULE "C" TO BYLAW NO. 4896, 2018

**RCMP
2019 FEES AND CHARGES**

Schedule "C" to Bylaw No. 4896, 2018

RCMP Fees and Charges

	FEE	INCL. GST 5%
RCMP Services		
Visa Application, per application	\$65.00	exempt
Police Information Check, per request	\$65.00	exempt
Fingerprints, per request	\$65.00	exempt

Report Requests Taxable

Information Requests: Lawyers, ICBC, Gov't Agencies, Hydro, Telus, etc.	\$61.90	\$65.00
Audio/DVD/CD Copy , per request	\$61.90	\$65.00
Primary Collision Analyst Report , per request	\$61.90	\$65.00
Vehicle Mechanical Inspection, per inspection	\$228.57	\$240.00
Scale Diagrams (Traffic Analyst)	\$171.43	\$180.00
Field Diagrams (Traffic Analyst)	\$228.57	\$240.00
Field Measurements, cost per page	\$40.00	\$42.00
ICARS/Collision Reconstructionist Technical Report	\$638.48	\$670.40
Crash Data Retrieval Report, per request	\$171.43	\$180.00
Scene Sketch/Diagram	\$31.62	\$33.20
File Synopsis	\$61.90	\$65.00
R.C.M.P. Security Clearance, per request	\$171.43	\$180.00

Controlled Substance Property Bylaw/Movies-Film Industry

RCMP Members' Labour	Cost per Member	
Regular Hours	\$76.90	per hour, per member
1.5 Overtime	\$115.35	per hour, per member
2.0 Overtime	\$153.80	per hour, per member

Member cancellation procedure:

If a member is cancelled when at the office/or work site, a minimum 3 hours call-out plus private vehicle mileage/meal will be applied;		
If a member is called at home within 24 hours of the scheduled overtime and cancelled, a 3 hour overtime charge will be applied;		
3 hour overtime charge will be applied for the Traffic NCO's time to arrange/cancel scheduled members.		

Exhibit Custodian's Labour

	Cost per Custodian	
Drug /Equipment Disposal		
Regular Hours	\$39.38	per hour, per employee
Overtime Hours	\$78.76	per hour, per employee

Note: An Administration fee of 10% will be added to the total Labour costs to a maximum of \$100.

SCHEDULE "D" TO BYLAW NO. 4896, 2018

**BUILDING BYLAW
2019 FEES AND CHARGES**

**BUILDING BYLAW
2019 FEES AND CHARGES**

**Schedule "D" to Bylaw No. 4896, 2018
Building Bylaw Fees & Charges**

*(All references in this Schedule to Parts, Articles, Sections or Paragraphs are to the City of Coquitlam Building Bylaw No. 3598, 2003, as amended from time to time)
(All fees in this Schedule are GST exempt unless otherwise noted.)*

Documents & Services

	Fees	Incl. 5% GST
Photocopies, Miscellaneous, per page (size 8 1/2 X 11)	\$0.50	\$0.53
Photocopies, Miscellaneous, per page (size 11 X 17)	\$2.40	\$2.52
Photocopies, large format scan/plot per sheet	\$16.12	\$16.93
Address Change	\$462.92	\$486.07
Wireless Communication Facility Fee	\$578.64	\$607.57
Equivalency Report -Basic Fee	\$194.44	\$204.16
<i>Plus additional fees for each hour or part thereof beyond two hours</i>	\$94.89	\$99.63
Plan recheck Fee	\$185.97	\$195.27
Scanning/USB of Plans/Files for all Building Permit Types	\$12.38	\$13.00

Application for a Building Permit (non-refundable application fees)

	Fees	Incl. 5% GST
Building Permit	\$81.01	exempt
<i>or 25% of the issuance fee for the building permit for which the application is made</i>		
Building Permit (new Single/Two family dwelling)	\$516.00	exempt
Demolition Permit	\$81.01	exempt
Temporary Building Permit	\$81.01	exempt
Building Move Permit	\$164.44	exempt
Solid Fuel Appliance Permit	\$81.01	exempt
Retaining Wall Permit	\$81.01	exempt
Pool Construction Permit	\$81.01	exempt
Certified Professional Program	\$81.01	exempt
<i>\$1,000 of estimated construction values shown in the following table minus \$500)</i>		
Plumbing Permit	Nil	

Building Permits

	Fees
Temporary Building Permit	See Table 1 or Table 2
Building Move Permit	See Table 1 or Table 2
Retaining Wall Permit	See Table 3
Pool Construction Permit	See Table 1 or Table 2
Certified Professional Program Permit	Table 2

Building Permit Fee (Table 1) - (without Registered Professional)

Value of construction	Base Fee	Fee per \$1,000 of Estimated Construction
\$0 to \$5,000	\$0.00	\$27.02
\$5,001 to 20,000	\$35.22	\$20.28
\$20,001 to \$50,000	\$135.11	\$15.51
\$50,001 to \$500,000	\$387.65	\$10.39
\$500,001 and greater	\$810.50	\$9.38

**BUILDING BYLAW
2019 FEES AND CHARGES**

**Schedule "D" to Bylaw No. 4896, 2018
Building Bylaw Fees & Charges**

*(All references in this Schedule to Parts, Articles, Sections or Paragraphs are to the City of Coquitlam Building Bylaw No. 3598, 2003, as amended from time to time)
(All fees in this Schedule are GST exempt unless otherwise noted.)*

Building Permit Fee (Table 2) - (with Registered Professional)

Value of construction	Base Fee	Fee per \$1,000 of Estimated Construction
\$0 to \$5,000	\$0.00	\$25.90
\$5,001 to 20,000	\$32.86	\$19.38
\$20,001 to \$50,000	\$129.22	\$14.73
\$50,001 to \$500,000	\$368.82	\$10.04
\$500,001 and over	\$772.86	\$8.88

Building Permit Fee for Retaining Wall (Table 3) - (with Registered Professional)

Value of Construction	Base Fee	Fee per \$1000 of Estimated Construction
0 – 10,000	\$322.42	\$53.74
10,001 – 50,000	\$537.36	\$32.24
50,001 – 500,000	\$1,612.10	\$10.74
Greater than 500,001	\$4,298.93	\$5.38

Excavation Permit, Foundation Permit, or Other Partial Permit

Value of construction	Fees	Incl. 5% GST
\$0 to \$4.99 million	\$1,157.28	exempt
\$5 to \$9.99 million	\$3,471.86	exempt
\$10 to 15.99 million	\$5,786.44	exempt
\$16 million and greater	\$6,943.72	exempt

Building Permit for Demolition

	Fees	Incl. 5% GST
Accessory Building	Nil	
Swimming Pool In-Ground	164.32	exempt
All Other	\$256.45	exempt

Building Permit for Solid Fuel Appliances

	Fees	Incl. 5% GST
	Nil	

Transfer Fee

	Fees	Incl. 5% GST
The fee for transfer of a permit is 25% of the original permit fee to a maximum	\$173.59	exempt

Re-inspection Fees

	Fees	Incl. 5% GST
Minimum fee	\$82.30	\$86.42
Per hour prorated in 15 minute intervals	\$97.80	\$102.69
Per hour prorated in 15 minute intervals for overtime hours	\$164.43	\$172.65

Special Inspection Fees

	Fees	Incl. 5% GST
Minimum fee	\$82.30	\$86.42
Per hour prorated in 15 minute intervals for regular hours	\$97.80	\$102.69
Per hour prorated in 15 minute intervals for overtime hours	\$164.43	\$172.65

**BUILDING BYLAW
2019 FEES AND CHARGES**

**Schedule "D" to Bylaw No. 4896, 2018
*Building Bylaw Fees & Charges***

*(All references in this Schedule to Parts, Articles, Sections or Paragraphs are to the City of Coquitlam Building Bylaw No. 3598, 2003, as amended from time to time)
(All fees in this Schedule are GST exempt unless otherwise noted.)*

Plumbing Permit Fees

Plumbing System Permit Issuance Fee

The minimum plumbing system permit fee is the greater of \$60.00 and the fees shown in table below:

	Fees	
Fixtures roughed in (note: fixtures include, but is not limited to, hot water storage tanks, automatic dishwashers, built-in dishwashers, roof, floor or area drains, backflow preventers, storm water sump, catch basins, manholes, sewage pump, fire hose outlets)	\$27.60	each fixture
Oil and grease interceptors	\$60.00	per 30 metres or part thereof
lines including underground rainwater leaders and water lines.	\$60.00	per 30 metres or part thereof
Installation of new water lines to an existing building or replacement of an existing water service.	\$60.00	per 30 metres or part thereof
Underground fire service lines	\$128.93	per 30 metres or part thereof
Fire sprinkler heads	\$5.62 \$1.91	per head for the first 50 heads and for each head in excess of 50 heads
Installation, alternations or remodeling of soil, waste or drainage piping where no fixtures are installed	\$43.83	per 10 metres piping or part thereof
sewer branch line	\$102.82	

Note: Refunds

Application Fee is non-refundable

Permit Ready for Issue and no construction is eligible for 50% of full permit balance.

Construction/Inspections completed is non-refundable

SCHEDULE "E" TO BYLAW NO. 4896, 2018

**PARKS, RECREATION & CULTURE SERVICES
2019 FEES AND CHARGES**

COQUITLAM PARKS, RECREATION & CULTURE SERVICES

Schedule E of the 2019 Fees & Charges Bylaw

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SCHEDULE "E" TO BYLAW NO. 4896, 2018**ADMISSIONS****ONE PASS**

Valid at all facilities

	Single Visit		10 Visit Pass		50 Visit Pass	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Child	\$3.10	\$3.00	\$24.80	\$24.00	\$116.00	\$112.50
Youth / Student	\$4.66	\$4.52	\$37.30	\$36.20	\$175.00	\$169.50
Adult	\$6.19	\$6.00	\$49.50	\$48.00	\$232.00	\$225.00
Senior	\$4.66	\$4.52	\$37.30	\$36.20	\$175.00	\$169.50
Super Senior	\$3.10	\$3.00	\$24.80	\$24.00	\$116.00	\$112.50
Parent & Tot (per person)	\$3.10	\$3.00	\$24.80	\$24.00	\$116.00	\$112.50
	1 Month Pass		4 Month Pass		12 Month Pass	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Child	\$28.67	\$27.79	\$94.24	\$91.34	\$225.29	\$218.32
Youth / Student	\$43.05	\$41.70	\$141.14	\$136.77	\$337.90	\$327.47
Adult	\$57.38	\$55.60	\$188.24	\$182.43	\$450.57	\$436.63
Senior	\$43.05	\$41.70	\$141.14	\$136.77	\$337.90	\$327.47
Super Senior	\$28.67	\$27.79	\$94.24	\$91.34	\$225.29	\$218.32
	<u>2019</u>	<u>2018</u>				
Summer Child & Youth Pass	\$19.05	\$19.05	Valid during designated time period			
School's Out Pass	\$19.05	\$19.05	Valid on designated dates only			

ARENA RENTALS

	Single Visit		10 Visit Pass	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Skate Rentals	\$3.29	\$3.29	\$26.33	\$26.33
Helmet Rentals	\$2.05	\$2.05	\$16.29	\$16.29
Skate sharpening	\$5.24	\$5.24	\$41.01	\$41.01

- Skate and helmet rentals free of charge to children under 3
- Helmet rentals free of charge with skating lessons
- Ice cleats provided free of charge to adults assisting children

MISCELLANEOUS

	<u>2019</u>	<u>2018</u>	
Loonie Times	\$1.00 *	\$1.00 *	per person @ designated times taxes included
Toonie Times	\$2.00 *	\$2.00 *	per person @ designated times taxes included
Family Times	\$3.10	\$3.00	per person @ designated times
Group rate	\$2.29	\$2.24	per person for organized groups at the aquatic centres
Shower only	\$0.95	\$0.95	
Support Person	\$0.00	\$0.00	person supporting a person with a disability

OUTDOOR POOLS

	Single		Season Pass	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
All Ages	\$2.00 *	\$2.00 *	\$37.81	\$36.65

*includes taxes

Schedule E - Parks, Recreation and Culture Services
SCHEDULE "E" TO BYLAW NO. 4896, 2018

GENERAL

DEFINITIONS:

Unless specifically defined in another section, the following definitions apply:

Age Classifications

Child	- up to 12 years inclusive
Youth	- 13 to 18 years inclusive with valid ID
Student	- 19 to 25 years fulltime student with valid student ID
Adult	- 19 to 64 years inclusive
Senior	- 65 to 84 years inclusive
Super Senior	- 85 years and over
Family	- 1 to 2 adults of the same household and their children

Commercial: Any individual, company or organization engaged in the pursuit of business for profit through the use of Parks, Recreation and Cultural facilities.

Community Organization: A Coquitlam based non-profit, non-restricted membership group or organization whose activities are consistent with the goals, objectives and standards of the City. Religious groups, union meetings and political meetings shall be charged fees on the basis of the Community Organization rate. Where the community group is composed of fewer than 60% Coquitlam residents, the Community Group Surcharge will also apply.

Community Group Surcharge: When a Community group is composed of fewer than 60% Coquitlam residents, they will be charged a surcharge amounting to the difference between the percentage of the group's members that are Coquitlam residents and 60%. For Youth Community Groups, the surcharge will be limited to 10% and where 10% represents a substantial increase to the group, the surcharge will be limited to \$10.00 per head based on the total number of members in the group.

Private: Any individual or organization which does not meet the requirements of the "Community Organization" or "Commercial" definitions.

LIABILITY INSURANCE

All individuals and organizations who utilize City of Coquitlam facilities must provide proof of insurance in the amount of at least \$2 million, which names the City of Coquitlam as an additional insured, at the time of booking. Individuals and organizations that cannot provide proof of insurance will be required to purchase liability insurance (minimum \$2m). The fee is determined by the insurance company and is based on the type of activity and the number of participants.

COST RECOVERY

Fees for any new services not specifically identified will be based on market value and ensure cost recovery.

PENALTY FOR NON-AUTHORIZED ASSIGNMENT

Non-authorized assignment of rental: \$100.00 per instance.

EFFECTIVE DATES

The proposed rates will be in effect April 01, 2019 unless otherwise noted for a specific item.

Schedule E - Parks, Recreation and Culture Services
SCHEDULE "E" TO BYLAW NO. 4896, 2018
MISCELLANEOUS

	<u>2019</u>	<u>2018</u>
Pavilion Photocopies	\$0.29	\$0.24
Pavilion Photographs	\$0.86	\$0.81
Administrative Fees:		
Refund Service Fee	\$4.76	\$4.76
Card Replacement	\$4.76	\$4.76
Pass suspension	\$4.76	\$4.76

GET CONNECTED, GET ACTIVE PROGRAM

Participants on the Get Connected, Get Active Program can choose one of the following packages:

- a) Package A:
 - i. 2 free programs per year; or
 - ii. 4 half price programs per year; or
 - iii. 50 free drop-in admissions per year
- b) Package B:
 - i. \$10 for an Annual ONE Pass; and
 - ii. The choice of:
 - 1. 2 free registered programs per year; or
 - 2. 4 half price programs per year

GRADE 5 GET ACTIVE! CARD

- eligible Grade 5 Students: unlimited free admissions

GRADE 6 STAY ACTIVE! CARD

- eligible Grade 6 Students: 12 free admissions

PAVILION ANNUAL PASS

- available to individuals aged 50 years and over
- valid for 1 year from date of purchase

	<u>2019</u>	<u>2018</u>
Pavilion Annual Pass (50 to 89 years)	\$17.62	\$17.15
Pavilion Annual Pass (90 years & over)	\$0.00	\$0.00

YOUTH CENTRE ANNUAL PASS

- available to individuals aged 13 to 18 years inclusive
- valid for 1 year from date of purchase

	<u>2019</u>	<u>2018</u>
Youth Annual Pass	\$0.00	\$0.00

RECREATION PROGRAMS & LESSON SETS

PROGRAMS AND LESSON SETS

Standard fees and charges for all recreation program services are established on the basis that the fees from an optimum number of program registrants will offset the direct costs of the program. Direct costs are costs that would not be incurred unless the program was provided (i.e. program planning and administration, instructor, program supplies, bus rental, food, etc.).

Subsidized program services may be provided when a specific population (i.e. people with special needs or a specific age group) is deemed to require additional support in order to participate in the program. In each case, the program offered shall be integral to achieving the goals of Parks, Recreation and Culture Services and will be targeted to groups statistically in need.

SCHEDULE "E" TO BYLAW NO. 4896, 2018**RENTALS - AQUATICS****Poirier Sport & Leisure Complex**

	<u>25m Tank (6 lanes)</u>	
	<u>2019</u>	<u>2018</u>
Community Group	\$49.80	\$46.80
Private	\$126.00	\$122.10
Tournaments (Community Group)	\$81.00	\$77.10
Commercial	\$174.00	\$160.50
School District 43	\$29.40	\$28.50
Scuba	\$37.20	\$36.00

City Centre Aquatic Complex

	<u>25m Tank (8 lanes)</u>		<u>50m Tank (8 lanes)</u>	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Community Group	\$66.40	\$62.40	\$132.80	\$124.80
Private	\$168.00	\$162.80	\$336.00	\$325.60
Tournaments (Community Group)	\$108.00	\$102.80	\$216.00	\$205.60
Commercial	\$232.00	\$214.00	\$464.00	\$428.00
School District 43	\$39.20	\$38.00	\$78.40	\$76.00
Scuba	\$49.60	\$48.00	\$99.20	\$96.00

Outdoor Pools

	<u>2019</u>	<u>2018</u>
Community Group	\$40.00	\$38.00
Private	\$156.80	\$152.00
Commercial	\$188.00	\$145.20
School District 43	\$30.00	\$29.20
Coquitlam Swim Club Rate	\$16.00	\$15.20

Notes:

- All rates are hourly.
 - Charges for instructors and/or lifeguards are additional to rental fees and are cost recovery.
 - 7 days notice required for cancellations in order to qualify for a refund.
-

SCHEDULE "E" TO BYLAW NO. 4896, 2018

RENTALS - ARENA

Ice Rentals: Fall/Winter (Sep 1 to the day before first day of Spring Break)**

	Prime		Non-Prime		Tournament	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Community Youth	\$101.75	\$98.65	\$88.00	\$86.00	\$89.50	\$87.05
Private	\$295.20	\$289.20	\$198.50	\$192.40	\$298.00	\$289.20
Daytime Community Adult	N/A	N/A	\$150.00	\$146.00	N/A	N/A

Ice Rentals: Spring/Summer (first day of Spring Break to Aug 31)**

	<u>2019</u>	<u>2018</u>
Community Youth	\$99.25	\$96.25
Private	\$198.50	\$192.50
Daytime Community Adult	\$149.00	\$144.40

Notes:

- All rates are hourly.
- Prime is 4:00 p.m. - 10:30 p.m. - Mon. to Fri., and 7:00 a.m. - 10:30 p.m. on Sat., Sun. & Statutory Holidays
- Daytime Community Adult rates apply Mon. to Fri. from 8:00 a.m. - 4:00 p.m.
- Tournament deposit fee: \$500.00 (refundable unless damage occurred or less than 30 days cancellation received)
- 14 days notice required on all cancellations to qualify for a refund
- Adult tournaments during Spring Break will be at the Daytime Community Adult rate.
- Short notice availabilities will be at the Daytime Community Adult rate.
- Locker rentals: Sep-Feb or Mar-Aug: \$5.50/month

** Spring break corresponds to School District 43 calendar

Ice Rentals - School District No. 43

(8:00 a.m. - 4:00 p.m. weekdays)	<u>2019</u>	<u>2018</u>
Sports Centre or Planet Ice - per class	\$33.60	\$32.60
Safety Patrol - per hour	Full recovery of staff costs.	
School Instruction Rate - per instructor per hour	Full recovery of staff costs.	
Skate Rentals	\$2.40	\$2.33
Helmet Rentals	\$1.40	\$1.35

Note: 14 days notice required on all cancellations to qualify for a refund

SCHEDULE "E" TO BYLAW NO. 4896, 2018
RENTALS - ARENA (continued)

Dry Floor Rentals

<u>Dry Floor: Sports</u>	Prime		Non-Prime	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Community Youth Groups				
- Hourly Rental	\$43.40	\$42.05	\$41.30	\$40.05
- Tournament Hourly Rental	\$43.40	\$42.05	\$43.40	\$42.05
Private				
- Hourly Rental	\$101.35	\$98.20	\$92.55	\$89.70
- Tournament Hourly Rental	\$99.70	\$96.60	\$92.55	\$89.70
- Daytime Community Adult	N/A	N/A	\$51.60	\$50.05
School District No. 43				
- Hourly Rental	N/A	N/A	\$21.00	\$20.35

Notes:

- Prime is 6:00 p.m. – 10:30 p.m., Mon to Fri, all day Sat, Sun & Statutory Holidays
- Daytime Community Adult rates apply Mon. to Fri. from 8:00 a.m. - 4:00 p.m.
- Short notice availabilities will be at the Daytime Community Adult rate.

Note: 14 days notice required on all cancellations to qualify for a refund

<u>Dry Floor: Shows / Special Events</u>		<u>Hourly Rate</u>	<u>Daily Rate</u>	<u>Damage Deposit</u>	<u>Down (Hourly)</u>	<u>Fee</u>
Community Groups:						
Recreational/Curling Rink	2019	\$111.50	\$1,115.00	\$400.00	\$50.00	N/A
	2018	\$108.00	\$1,080.00	\$400.00	\$48.50	N/A
Main Arena	2019	\$140.00	\$1,400.00	\$400.00	\$62.75	N/A
	2018	\$136.00	\$1,360.00	\$400.00	\$60.75	N/A
Private:						
Recreational/Curling Rink	2019	\$153.00	\$1,530.00	\$600.00	\$70.00	\$0.00
	2018	\$148.50	\$1,485.00	\$600.00	\$68.00	\$337.50
Main Arena	2019	\$191.00	\$1,910.00	\$600.00	\$87.50	\$0.00
	2018	\$185.00	\$1,850.00	\$600.00	\$84.75	\$421.00
Commercial:						
Recreational/Curling Rink	2019	\$212.00	\$2,120.00	\$1,000.00	\$93.50	\$0.00
	2018	\$205.50	\$2,055.00	\$1,000.00	\$90.50	\$337.50
Main Arena	2019	\$267.00	\$2,670.00	\$1,000.00	\$116.50	\$0.00
	2018	\$258.50	\$2,585.00	\$1,000.00	\$113.00	\$421.00

Notes:

- Set up/take down: minimum of 4 hours and maximum of 10 hours per day of set-up/takedown

Additional Charges

- Parking Management Fee: Full recovery of staff costs.
- Event Set-up Breakdown Rate: Full recovery of staff costs.
- Instructional Staff: Full recovery of staff costs.
- Safety Patrol Staff: Full recovery of staff costs.

Note: 14 days notice required on all cancellations to qualify for a refund

SCHEDULE "E" TO BYLAW NO. 4896, 2018
RENTALS - COVERED DRY FLOOR FACILITY

<u>Rentals</u>	<u>Prime</u>		<u>Non-Prime</u>	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Community Youth	\$33.00	\$31.90	\$29.50	\$28.50
Pavilion Activity Groups	\$33.00	\$31.90	\$29.50	\$28.50
Daytime Community Adult	N/A	N/A	\$38.75	\$37.55
Private	\$77.75	\$75.40	\$69.50	\$67.25
Commercial	\$172.00	\$167.00	\$172.00	\$167.00

Prime is 6:00 p.m. – 10:30 p.m., Mon to Fri, and up to 10:30 p.m. on Sat, Sun & Statutory Holidays

Note: 14 days notice required on all cancellations to qualify for a refund

<u>Shows / Special Events</u>		<u>Hourly Rate</u>	<u>Daily Rate</u>	<u>Damage Deposit</u>	<u>Set Up/Take (Hourly)</u>	<u>Daily Clean Up</u>
Community Groups:	2019	\$83.75	\$837.50	\$400.00	\$50.00	N/A
	2018	\$81.25	\$812.50	\$400.00	\$48.50	N/A
Private:	2019	\$115.00	\$1,150.00	\$600.00	\$70.00	\$348.00
	2018	\$111.50	\$1,114.00	\$600.00	\$68.00	\$337.50
Commercial:	2019	\$159.00	\$1,590.00	\$1,000.00	\$93.50	\$348.00
	2018	\$154.00	\$1,541.00	\$1,000.00	\$90.50	\$337.50

Notes:

- Set up/take down: minimum of 4 hours and maximum of 10 hours per day of set-up/takedown

Additional Charges

Parking Management Fee: Full recovery of staff costs.
 Event Set-up / Breakdown Rate: Full recovery of staff costs.

Note: 14 days notice required on all cancellations to qualify for a refund

SCHEDULE "E" TO BYLAW NO. 4896, 2018
RENTALS: GENERAL INDOOR

1) RENTABLE FACILITIES

(a) Depending on the specific facility and the type of function, a scaled rental fee will be charged for all rentable City facilities for activities that are not organized by or co-sponsored by the Department.

(b) Except for those items specified as qualifying for reduced fees in paragraph 2 below, fees will be charged for the following services:

- facility use license, where
 - the licensee has the sole and exclusive use of the facility during the time period of the license; or
 - the activity involves the serving of meals and/or liquor; or
 - the use requires the call-out or scheduling of additional staff; or
- the use requires the disruption of regular programs; or
- the use is intended as a profit-making venture for personal gain.
- public use where facilities are open for public activity use and Departmental resources are utilized for the supervision and safety of the participants, e.g. public skating; and
- miscellaneous services such as picnics, beer gardens, etc.

2) REDUCED FEES - MEETING ROOMS

(a) Community groups meeting on a regular monthly or weekly basis shall be charged a nominal fee for the use of meeting rooms.

(b) All City business-related and social-related functions conducted by the City, its various departments, the Public Library, the R.C.M.P. Detachment, the Firefighter's Union and CUPE Local 386, are considered operational expenses and will be booked at no charge, subject to availability.

(c) All City employee groups or associations will be granted, at no charge, one (1) single room booking per calendar year, for a single day or portion thereof, subject to availability.

(d) Business-related meeting space booked by School District #43, Evergreen Cultural Centre, Place Maillardville or Place Des Arts will be provided on a reciprocal no charge basis, subject to availability.

(e) Each Coquitlam community group will be granted, at no charge, one (1) room rental per calendar year for their Annual General Meeting, subject to availability, to a maximum of 3 hours.

3) RENTAL RATES

Room Capacity	Small (up to 29)		Medium (30 to 59)		Large (60 to 99)	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Community	\$5.75	\$5.55	\$8.75	\$8.45	\$9.25	\$8.95
Private	\$26.50	\$25.60	\$34.75	\$33.75	\$37.50	\$36.35
Commercial	\$35.50	\$34.25	\$47.00	\$45.60	\$50.50	\$49.00

Room Capacity	Banquet Rooms		Banquet Rooms		Stand Alone Halls	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Community	\$13.50	\$13.15	\$20.00	\$19.50	\$8.00	\$7.70
Private	\$87.00	\$84.50	\$132.50	\$128.30	\$85.75	\$83.00
Commercial	\$116.00	\$112.50	\$176.75	\$171.25	\$116.00	\$112.50

Gymnasium		
Hourly fee (less than 8 hours)	<u>2019</u>	<u>2018</u>
Community	\$38.75	\$37.50
Private	\$151.00	\$146.50
Commercial	\$232.00	\$225.00

Flat Fees	8 hour		10 hour		12 hour	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Community	\$205.00	\$199.00	\$254.00	\$246.00	\$302.00	\$293.00
Private	\$797.00	\$772.00	\$986.00	\$955.00	\$1,175.00	\$1,139.00
Commercial	\$1,189.00	\$1,152.00	\$1,475.00	\$1,429.00	\$1,757.00	\$1,702.50

SCHEDULE "E" TO BYLAW NO. 4896, 2018**RENTALS: GENERAL INDOOR (continued)**

<u>CITY HALL - Hourly Rate</u>	Community		Private	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Council Chambers	\$63.50	\$61.35	\$139.50	\$135.15
Council Committee Room	\$21.00	\$20.35	\$46.50	\$45.05
Room 111; Room 112	\$11.00	\$10.30	\$23.50	\$22.65

*City Hall facility rentals occurring weekdays after 5:00pm or on weekends are subject to an additional hourly charge (4 hour minimum) for each Commissionaire and Building Service Worker, as required, on a cost recovery basis.

4) Room Listing by Capacity**Small Rooms - capacity up to 29 people**

City Centre Aquatic Complex: Room 1
 Dogwood Pavilion: Green Room
 Innovation Centre: Burke Mountain Boardroom
 Poirier Sport & Leisure Complex: Boardroom, Aquatic Multipurpose Room

Medium Rooms - capacity 30 to 59 people

Centennial Pavilion: Centennial Lounge
 City Centre Aquatic Complex: Room 2
 Burke Mountain Fire Hall Meeting Room
 Dogwood Pavilion: Crafts Room, Boulevard Café, Dogwood Room, Cards Room, North View Room, Boulevard Annex, Mike Butler Room - West w/ Stage
 Glen Pine Pavilion: Corner Pocket, Lemon Tree Room, Lemon Tree Kitchen, The Studio, The Bistro, Green Room, Stage
 Innovation Centre: Fraser Presentation Room
 Pinetree Community Centre: Aerobics Room, Room 3, Room 4, Room 5, Room 6, Room 7, Room 8, Room 9, Combatants Rooms 1, Combatants Rooms 2, Weight Room
 Poirier Community Centre: MacDonald-Cartier Room - North, Howe Room, McGee Room
 Poirier Sport & Leisure Complex: Fitness Room, Room 1, Room 3

Large Rooms - capacity 60 to 99 people

Centennial Activity Centre: Multipurpose Room
 City Centre Aquatic Complex: Room 1/2 combined
 Glen Pine Pavilion: Lemon Tree Café, Great Room A, Great Room B
 Mundy Park Field House: Multipurpose Room A, Multipurpose Room B
 Pinetree Community Centre: Room 5/6 combined, Room 7/8 combined, Room 8/9 combined
 Poirier Community Centre: MacDonald-Cartier Room - South
 Poirier Sport & Leisure Complex: Room 2

Banquet Rooms - capacity 100 to 149 people

Dogwood Pavilion: Mike Butler Room - East
 Pinetree Community Centre: Room 7/8/9 combined
 Poirier Community Centre: MacDonald-Cartier Room
 Poirier Sport & Leisure Complex: Room 2/3 combined (Multipurpose Room)

Banquet Rooms - capacity 150 or more

Centennial Pavilion: Centennial Room
 Dogwood Pavilion: Mike Butler Room
 Glen Pine Pavilion: Great Room
 Mundy Park Field House: Multipurpose Room A/B combined
 Poirier Sport & Leisure Complex: Sports Hall of Fame

Stand Alone Halls

Scout Hall
 Victoria Hall

Kitchenette: Mundy Park Field House - 50% of the "Small Room Fee" per booking

DAMAGE DEPOSIT FOR SPECIAL EVENTS

- \$75.00 deposit for short functions in small meeting rooms
- \$200.00 deposit for short functions in larger meeting rooms/banquet/halls
- \$350.00 deposit for standard banquet/socials and gym use that exceeds 7 hours

PENALTY CHARGES (TO BE HELD FROM DEPOSIT OR INVOICED EXTRA)

Damages: Cost of repairs plus administration fee of \$30
 Overtime: \$60.00 or hourly 'private' rental rate, whichever is greater

KITCHEN SET-UP/TAKEDOWN

Full recovery of staff costs.

Schedule E - Parks, Recreation and Culture Services
SCHEDULE "E" TO BYLAW NO. 4896, 2018
RENTALS: GENERAL INDOOR (continued)

LIQUOR CLEAN-UP RATE (LICENSED USE)	2019	2018	
All indoor rental facilities :	\$40.00	\$39.00	Per licensed use

FACILITY ATTENDANTS

For rentals outside of the facility's regular hours, all additional costs will be fully recovered.

CANCELLATIONS

1) Regular room rentals: Full refund for cancellations made 7 or more days prior to the date of the meeting rental.

2) Special event rentals

- 60 or more days notice: Full refund less an administrative charge (10% of total rental cost with a minimum \$10.00 charge) for cancellations made at least 60 days prior to the rental date.
- Less than 60 days notice: Loss of damage deposit on room rental.

SPORT FIELDS & OUTDOOR FACILITIES

SPORT FIELD AND COURT RENTALS

These hourly rates apply to rentals for sports such as soccer, football, baseball, softball, cricket, track & field and other field sports, volleyball, hard surface court sports and lacrosse boxes.

		<u>Artificial Turf</u>	<u>Grass Field</u>	<u>All Weather Field</u>	<u>Sport Courts</u>	<u>Track & Amenities</u>
Community - Youth (Note 1)	2019	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	2018	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Community - Adult	2019	\$40.00	\$9.25	\$5.25	\$6.25	\$40.50
	2018	\$38.75	\$8.95	\$5.05	\$5.90	\$39.05
Private	2019	\$59.00	\$26.00	\$8.50	\$12.00	\$58.50
	2018	\$57.25	\$25.25	\$8.25	\$11.75	\$56.50
Commercial	2019	\$62.50	\$31.00	\$10.50	\$30.75	\$61.50
	2018	\$60.40	\$30.20	\$10.10	\$29.70	\$59.40
School District 43 (Note 2)	2019	\$19.25	\$4.25	\$2.50	\$3.00	\$20.00
	2018	\$18.65	\$4.00	\$2.45	\$2.95	\$19.50

Note 1: Rates apply to regular season games and practices for Coquitlam based youth groups. The Private rate applies to non-Coquitlam based youth group rentals.

Note 2: Rates apply to use weekdays after 6:00 p.m. and weekends.

Youth Outdoor Event Fee	2019	2018	
- per hour per field/court	\$3.50	\$3.40	
- event damage deposit	\$500.00	\$500.00	
- full cost recovery of additional services			
- applies to any use that is not for regular season games and practices such as development camps, clinics, tournaments, academies and special events.			

Coquitlam Tennis Club *	2019	2018	
	\$2.80	\$2.70	per hour per tennis court

* includes Coquitlam Tennis Club Youth tournaments

Additional Charges

a. Youth Artificial Field Non-Use Fee	2019	2018	
- per hour per occurrence	\$26.50	\$25.50	

- For non-use of scheduled times or when 4 days advance notice of cancellation has not been received.

b. Cancellation Policy:

- **Sport Courts, Grass & All Weather Fields:** Refund requests for rental cancellations due to rain-outs must be received by the end of the month following the month in which the rental was scheduled.
- Artificial turf fields - Four days advance notice of cancellation is required in order to qualify for a refund. Youth artificial field non-use fee also applies to youth cancellations where 4 days advance notice is not received.

c. Field, Track & Court Lighting	2019	2018	
- Applies to all rentals except Community - Youth	\$2.75	\$2.65	per hour

d. Field Lining: when requested, charges based on actual direct cost plus 10%

e. Attendant Services: full recovery of staff costs.

f. Parking Management Fee: full cost recovery

Schedule E - Parks, Recreation and Culture Services
SCHEDULE "E" TO BYLAW NO. 4896, 2018
SPORT FIELDS & OUTDOOR FACILITIES (continued)

g. Extra garbage/recycling receptacles (includes emptying): full cost recovery

h. Parking lot rental \$ 150.00

PERCY PERRY STADIUM -- (Exclusive Use)

	2000 or Fewer Attendees		Over 2000 Attendees	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Community	\$74.00	\$71.85	\$126.75	\$122.85
Private	\$147.00	\$142.50	\$251.00	\$243.00
Commercial	\$199.00	\$193.00	\$332.00	\$322.00

- per hour with a 2 hour minimum
- School District 43 rentals shall be charged the Community rate.

Additional Charges

a. Damage/Booking Deposit \$500.00
 Damage: Cost of repairs plus administration cost.
 Cancellation: No refund unless 30 days advance notice provided.

b. Extra garbage/recycling receptacles (includes emptying)
 - Full cost recovery

c. Track & Field Equipment Rental

	<u>2019</u>	<u>2018</u>
- per event	\$160.00	\$155.00

d. Field, Track & Court Lighting

	<u>2019</u>	<u>2018</u>	
- Applies to all rentals except Community - Youth	\$2.75	\$2.65	per hour

e. Field Lining: when requested, charges based on actual direct cost plus 10%

f. Attendant Service
 - Full recovery of staff costs.

g. Parking Management Fee
 - Full cost recovery

PARK OPEN SPACE RENTALS

These hourly rates apply to rentals of open spaces in parks (where permissible) for organized small group activities such as bootcamps, yoga, tai-chi and other gatherings.

	<u>2019</u>	<u>2018</u>	
Community Organizations	\$5.75	\$5.50	Hourly
Private	\$16.50	\$16.10	Hourly
Commercial	\$22.00	\$21.40	Hourly

Additional Charges

a) Damage/Booking Deposit \$250.00
 Damage: Cost of repairs plus administration cost.
 Cancellation: Loss of deposit unless 14 days notice prior to event date

PICNIC SHELTERS

Blue Mountain Park & Mundy Park

- 100 people or less

	<u>2019</u>	<u>2018</u>
	\$107.00	\$103.60

- Picnic shelter rentals with over 100 people will be charged fees as set out for Park Rentals for Special Events.

Additional Charges

a) Damage/Booking Deposit \$50.00

- Damage: Cost of repairs plus administration cost.
- Cancellation: Loss of deposit unless 60 days advance notice prior to rental date

Schedule E - Parks, Recreation and Culture Services
SCHEDULE "E" TO BYLAW NO. 4896, 2018
SPORT FIELDS & OUTDOOR FACILITIES (continued)

PARK RENTALS FOR SPECIAL EVENTS

The following daily rates shall apply to the use of general park areas, and minor facilities (i.e.: skate parks) for each event or gathering:

	Community		Private		Commercial	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
< 500 Attendees	\$128.50	\$124.50	\$260.00	\$252.00	\$390.00	\$378.00
500 to 999 Attendees	\$173.00	\$168.00	\$351.00	\$340.00	\$525.00	\$508.50
1000 >Attendees	\$351.00	\$340.00	\$700.00	\$678.00	\$1,050.00	\$1,018.00

Additional Charges

a) Event Set Up / Take Down

- Event set up & take down days will be charged 1/2 of the daily rate.

b) Event Support Services Fees

- Full recovery of staff costs.

c) Beer Gardens

- Per licensed day

	<u>2019</u>	<u>2018</u>
	\$278.00	\$269.50

d) Extra garbage/recycling receptacles (includes emptying)

- Full cost recovery

e) Damage/Booking Deposit

up to \$500.00

- Damage: Cost of repairs plus administration cost.

- Cancellation: Loss of deposit unless 60 days advance notice prior to event date

TOWN CENTRE PERFORMANCE PLAZA

Attendance	Community		Private		Commercial		
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	
< 500 Attendees	Hourly	\$53.50	\$52.00	\$67.00	\$65.00	\$80.50	\$78.00
	Daily	\$428.00	\$415.00	\$537.00	\$520.00	\$645.00	\$625.00
500 to 999 Attendees	Hourly	\$64.50	\$62.50	\$80.50	\$78.00	\$96.50	\$93.50
	Daily	\$516.00	\$500.00	\$645.00	\$625.00	\$774.00	\$750.00
1000 >Attendees	Hourly	\$75.50	\$73.00	\$94.00	\$91.00	\$113.00	\$109.50
	Daily	\$623.00	\$604.00	\$779.00	\$755.00	\$935.00	\$906.00

Additional Charges

a) Event Set Up / Take Down

Event set up & take down days will be charged 1/2 of the daily rate.

b) Event Support Services Fees

- Full recovery of staff costs

c) Parking Management Fee

- Full cost recovery

d) Extra garbage/recycling receptacles (includes emptying)

- Full cost recovery

e) Damage/Booking Deposit

	<u>2019</u>	<u>2018</u>
< 500 Attendees	\$250.00	\$250.00
500 to 999 Attendees	\$500.00	\$500.00
1000 >Attendees	\$1,000.00	\$1,000.00

Damage: Cost of repairs plus administration cost.

Cancellation: Loss of deposit unless 60 days advance notice prior to event date

SCHEDULE "E" TO BYLAW NO. 4896, 2018
SPORT FIELDS & OUTDOOR FACILITIES (continued)

<u>LAWN BOWLING</u>	<u>2019</u>	<u>2018</u>	
Community Organizations	\$23.00	\$22.50	per day
Private/Commercial	\$12.25	\$11.85	per hour
Club Rate	\$1,990.00	\$1,928.00	per year

Additional Charges

- a) Damage/Booking Deposit** \$250.00
 Damage: Cost of repairs plus administration cost.
 Cancellation: Loss of deposit unless 30 days advance notice prior to event date

<u>DOGWOOD ROSE GARDEN</u>	<u>2019</u>	<u>2018</u>
Still photographs (2 hours)	\$76.00	\$73.50
Social, weddings or receptions (4 hours)	\$148.50	\$144.00

PARK/FACILITY ACCESS KEYS

A refundable deposit of \$10.00 is required for issuance of keys. Fee refundable upon return of key.

TREE CUTTING PERMIT FEES

	<u>2019</u>	<u>2018</u>
A Tree Cutting Permit where no supplemental documentation, planning or plan checking is required.	\$59.00	\$57.25
A Tree Cutting Permit where supplemental documentation, planning or plan checking is required.	\$294.50	\$285.50

TREE REPLACEMENT INSPECTION FEES

	<u>2019</u>	<u>2018</u>
Initial inspection fee for tree replacement required under the Zoning Bylaw in Northeast Coquitlam	\$129.00	\$125.00
Re-inspection fee for tree replacement required under the Zoning Bylaw in Northeast Coquitlam	\$258.00	\$250.00

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

Engineering & Public Works - Engineering Records (Hard Copy)

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Mapbook				
Cadastral/Address	Scale 1:3000, Black & White	Customer Service Section	39.32	\$41.29
Cadastral/Address	Scale 1:3000, Colour	Customer Service Section	230.97	\$242.52
Sanitary	Scale 1:3000, Black & White	Customer Service Section	39.32	\$41.29
Sanitary	Scale 1:3000, Colour	Customer Service Section	202.47	\$212.59
Water	Scale 1:3000, Black & White	Customer Service Section	39.32	\$41.29
Water	Scale 1:3000, Colour	Customer Service Section	226.06	\$237.36
Drainage	Scale 1:3000, Black & White	Customer Service Section	39.32	\$41.29
Drainage	Scale 1:3000, Colour	Customer Service Section	208.36	\$218.78
Street Lighting	Scale 1:3000, Black & White	Customer Service Section	39.32	\$41.29
Street Lighting	Scale 1:3000, Colour	Customer Service Section	208.36	\$218.78
Topography	Scale 1:3000, Black & White	Customer Service Section	39.32	\$41.29
Mapsheet				
Cadastral/Address	Scale 1:3000, Black & White	Customer Service Section	8.84	\$9.28
Cadastral/Address	Scale 1:3000, Colour	Customer Service Section	8.84	\$9.28
Sanitary	Scale 1:3000, Black & White	Customer Service Section	8.84	\$9.28
Sanitary	Scale 1:3000, Colour	Customer Service Section	8.84	\$9.28
Water	Scale 1:3000, Black & White	Customer Service Section	8.84	\$9.28
Water	Scale 1:3000, Colour	Customer Service Section	8.84	\$9.28
Drainage	Scale 1:3000, Black & White	Customer Service Section	8.84	\$9.28
Drainage	Scale 1:3000, Colour	Customer Service Section	8.84	\$9.28
Street Lighting	Scale 1:3000, Black & White	Customer Service Section	8.84	\$9.28
Street Lighting	Scale 1:3000, Colour	Customer Service Section	8.84	\$9.28
Topography	Scale 1:3000, Black & White	Customer Service Section	8.84	\$9.28
Orthophoto (Any area)	8.5"x11", Scale: 1:400 to 1:500, Colour	Customer Service Section	24.57	\$25.80
Orthophoto (Any area)	11"x17", Scale:>1:500 to 1:2000, Colour	Customer Service Section	49.14	\$51.60
Orthophoto (Any area)	22"x 34", Scale:>1:2000 to 1:5000, Colour	Customer Service Section	98.29	\$103.20
Orthophoto (Any area)	34"x 44", Scale:>1:5000 to 1:10000, Colour	Customer Service Section	196.58	\$206.41
Orthophoto (Any area)	34"x 44", Scale:>1:10000, Colour	Customer Service Section	245.72	\$258.01
Orthophoto (Standard Mapsheet)	22"x 34", Scale 1:2000, Colour	Customer Service Section	98.29	\$103.20
Single copy	(Photocopy 11"x17")	Customer Service Section	1.96	\$2.06
Single copy	(Photocopy 8.5"x11")	Customer Service Section	1.23	\$1.29
Scanned Copy		Customer Service Section	8.84	\$9.28
Service Connection Record	Not to Scale	Customer Service Section	1.96	\$2.06
As-constructed or technical drawings	Not to Scale	Customer Service Section	3.93	\$4.13
Street map	Scale 1:20000, Colour	Customer Service Section	11.8	\$12.39
Street map	Scale 1:20000, Black & White	Customer Service Section	8.84	\$9.28
Street map	Not to Scale, 11"x17", Colour	Customer Service Section	4.91	\$5.16

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

Engineering & Public Works - Engineering Records (Hard Copy)

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Truck Route Map	Not to Scale, 11"x17", Colour	Customer Service Section	4.91	\$5.16
Truck Route Map	Not to Scale, 11"x17", Black & White	Customer Service Section	1.96	\$2.06
Watercourse Map	Scale 1:20000, Colour	Customer Service Section	11.8	\$12.39
Major Utility Facilities Map	Scale 1:20000, Colour	Customer Service Section	11.8	\$12.39
Watershed Map	Scale 1:20000, Colour	Customer Service Section	11.8	\$12.39
Integrated Survey Monuments Map	Scale 1:20000, Colour, 2 sheets	Customer Service Section	23.59	\$24.77
Subdivision & Development Servicing Bylaw No. 3558, 2003 and Stormwater Management Policy & Design Manual	2 manuals			
Supplementary Specifications and Detailed drawings to MMCD 2000 Edition	1 manual	Customer Service Section	59.96	\$62.96

Engineering & Public Works - Engineering Records (Digital Products)

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Orthophoto (Citywide or Mapsheet)	Colour, 10 cm pixels, on USB Drive	Mapping Section	98.29	\$103.20
Custom Map Products Data Preparation	Labour hourly rate	Mapping Section	42.26	\$44.37

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

Engineering & Public Works - Drainage Utility Services and Products

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Install new corrugated metal pipe (cmp)	min length: 3.0m	Road and lanes w/surface ditches: culverts are normally needed for driveways and sidewalk access; during working hours, apply at Customer Service Section.		
Culverts (or equal) for driveways in road or lane R.O.W.	installed to grade: concrete bag headwalls			
300mm diameter (minimum)	min. length 3.0m		\$858.50 per m	\$901.43 per m
300-600 mm diameter	min. length 3.0m		\$858.50 per m	\$901.43 per m
600-900mm diameter	min. length 3.0m		\$858.50 per m	\$901.43 per m
Install new drainage service from City drainage main to private line with an inspection chamber.	A pvc pipe joining City drainage main to an inspection chamber, 150mm diameter pvc	Available to lots on street with drainage mains; during working hours, apply at Customer Service Section	\$7,600.00	\$7,980.00
Install drainage inspection chamber	Install new inspection chamber on existing connections; inspect existing connection of sewer service connection from main to private sewer line	Application made at Customer Service.	\$2,600.00	\$2,730.00

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

Engineering & Public Works - Drainage Utility Services and Products

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Field locate existing drainage service at PL and provide depth of service.	Locate drainage service connection location at PL, dig to expose, protect against damage	During working hours	\$974.00	\$1,022.70
Renew drainage service	Renew drainage service for existing services not constructed of PVC pipe.		\$6,600.00	\$6,930.00
Permanent Cap of Drainage service.	Disconnect service and cap connection pipe at main	Application made at demolition permit and/or at Customer Service Section.	\$3,600.00	\$3,780.00
Temporary Cap of drainage service.	Disconnect storm sewer service at property line and provide a temp cap and and inspection chamber.	Application made at demolition permit and/or at Customer Service Section.	\$2,600.00	\$2,730.00
Eagle Mountain Motorized Vehicle Access Program	Allow access to Eagle Mountain for motorized vehicles by issuing a key to open gate. \$50 deposit with \$38.80 being refunded when key returned.	During working hours at Revenue Services/Customer Service Section.	\$10.00	\$10.50

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

Engineering & Public Works - Sanitary Utility Services and Products

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Install new sewer service between City sewer main and private sewer pipe with inspection chamber.	Pvc small diameter pipe joining City sewer main at wye and terminating at inspection chamber, includes inspection chamber	Note: new sewer services are normally installed by developers; new or additional sewer services may be applied for at Customer Service Section		
	100 mm dia. Pvc (4")	Depends on building use	\$7,600.00	\$7,980.00
	150 mm dia. Pvc (6")	Depends on building use	\$7,600.00	\$7,980.00
Permanent Cap of Sewer Service.	Disconnect sewer service and cap connection pipe at main.	Application made at demolition permit and/or at Customer Service Section	\$3,600.00	\$3,780.00
Temporary Cap of Sewer Service.	Disconnect Sewer Service at property line and provide temp. cap and a sewer inspection chamber	Application made at demolition permit and/or at Customer Service Section	\$2,600.00	\$2,730.00
Install sewer inspection chamber	Install new inspection chamber on existing connection; inspect existing sewer service connection to private sewer line	Application made at Customer Service.	\$2,600.00	\$2,730.00

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

Engineering & Public Works - Sanitary Utility Services and Products

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Field locate existing sewer service.	Check record location measure infield, dig to exposure protect against damage.	During working hours, apply at Customer Service	\$974.00	\$1,022.70
Renew Sewer Connection	Renew sewer connection for connections not constructed of PVC pipe.		\$6,600.00	\$6,930.00

Engineering & Public Works - Sanitary Utility Services and Products

Backhoe & Operator	Provision of a backhoe and operator.	Service is not 'for hire'. Fees reflect charges for on-demand works and are subject to a 3 hour minimum. Regular Time Minimum Regular Time Each Addn Hour Overtime Minimum Overtime Each Addn Hour	\$236.00 \$79.00 \$383.00 \$128.00	\$247.80 \$82.95 \$402.15 \$134.40
Vactor Unit & Operator	Provision of a vactor truck and operator including disposal.	Service is not 'for hire'. Fees reflect charges for on-demand works and are subject to a 3 hour minimum. Regular Time Minimum Regular Time Each Addn Hour Overtime Minimum Overtime Each Addn Hour	\$964.00 \$322.00 \$1,122.00 \$374.00	\$1,012.20 \$338.10 \$1,178.10 \$392.70

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

Engineering & Public Works - Water Utility Services and Products

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL 5% GST
Install new water service between City water main and valve box at PL.	Copper small diameter pipe joining City water main and terminating in valve and valve box at property line	*Note: New water services are normally installed by developers; each new or additional water service connection pipes applied for at Customer Service Section		
	19mm diameter copper c/w valve	Residential	\$6,500.00	\$6,825.00
	25mm diameter copper c/w valve	Residential	\$6,500.00	\$6,825.00
	38mm diameter copper c/w valve	Residential/Commercial/ Metered	\$7,105.00	\$7,460.25
	50mm diameter copper c/w valve	Residential/Commercial/ Metered	\$7,345.00	\$7,712.25
Renewal of service with Temporary Cap at Property Line	19mm diameter copper c/w valve	Residential	\$3,700.00	\$3,885.00
Install meter and box at PL	19mm meter & box		\$1,960.00	\$2,058.00
	25mm meter & box		\$1,960.00	\$2,058.00
	38mm meter & box		\$3,220.00	\$3,381.00
	50mm & box		\$3,560.00	\$3,738.00
Temporarily Cap of Water Services for services up to 50mm	Disconnect water service at PL & mark location and inspect service	Application made at demolition permit and/or at Customer Service Section.	\$1,150.00	\$1,207.50
Permanent Cap of Water services for services up to 50mm	Disconnect water service at main	Application made at demolition permit and/or at Customer Service Section	\$3,000.00 per service charge	\$3,150.00 per service charge

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

Engineering & Public Works - Water Utility Services and Products

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL 5% GST
Water valve shut off and opening	Shut off water supply valve at property line for plumbing repair and restore water service after repair complete	During working hours, apply at Customer Service Section.	\$225.00 per trip	\$236.25 per trip
Field locate existing water service connection	Check record location; measure in field, dig to expose, protect against damage	During working hours, apply at Customer Service Section.	\$940.00	\$987.00
New Service Box	Replace damaged or missing valve	During working hours, apply at Customer Service Section.	\$1,045.00	\$1,097.25
Hydrant use permit		Customer Service	\$175.00	Exempt
Water use charge		Customer Service	\$25.00 per day	Exempt
Scheduled Water Main Shutdown	To be prepaid	Customer Service Section	\$735.00	\$771.75

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

Engineering & Public Works - Transportation Infrastructure Services and Products

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Sidewalk repair replacement	Remove existing; install 1.5m x 1.5m x 100mm concrete panel: cure	Required for building permit damage deposit		actual cost + concrete/asphalt administration fee + GST
Curb letdown: new/repair replacement (no sidewalk)	Remove existing; install 6.0m x 150mm concrete curb letdown	Required at building permit stage for new building access		actual cost + concrete/asphalt administration fee + GST
Sidewalk letdown new/repair/replace (c/w curb)	Remove existing; install 6.0m x 1.5m by 150mm thick concrete curb letdown	Required at building permit stage for new building access		actual cost + concrete/asphalt administration fee + GST
Asphalt concrete repair	Remove existing asphalt compact base; install new asphalt concrete and compact	Required for trench restoration or pavement damage		actual cost + concrete/asphalt administration fee + GST
Concrete / asphalt administration fee	Detail, arrange, inspect, and administer miscellaneous concrete and asphalt works for third parties	Typically associated with single family building permits to relocate driveway crossings or to repair damage to City infrastructure	\$150 per location plus GST	\$157.50 per location
Debris removal from street and property	Remove and dispose of illegal debris	Required for bylaw infraction cost recovery		actual cost + overhead + Inspection Fee + GST
New street sign c/w pipe standard and concrete base	Install new regulatory or information sign on boulevard or City property on concrete base, steel pipe support	Required for new parking regulation *Note: requires written approval	\$250.00 plus GST	\$262.50 per sign
New street sign on existing sign; standard sign	Replace sign on existing sign standard	Requires written approval	\$140.00 per sign	\$147.00 per sign
Temporary street closure	Barricade, detour, signage, laning and coning, traffic advisory	Required for accident damage, construction, requires approval		actual cost + overhead + GST + application fee of \$113.00
Temporary parking regulation sign on existing or temporary standard	Install temporary signs on streetlight poles or existing standards	Required for construction, parades, etc.; requires written approval		\$36/sign + application fee of \$120.00
Hoarding parking regulatory signs	Install and remove hoods over existing parking signs	Required for construction, parades, etc.; requires written approval		\$35/sign + application fee of \$58.00
Parade traffic control (for two people)	Set up and remove, barricades, detour signs, monitor parade traffic control	Parade permits required for safe traffic control on City streets; requires written approval		Reg=\$110/hr Overtime =\$184/hr 2 man crew + application fee of \$232

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

Engineering & Public Works - Transportation Infrastructure Services and Products

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Road Allowance Obstruction Permit	Permit to occupy a portion of road allowance	Apply at Customer Service Section; requires written approval		application fee of \$58 + Permit Fee of \$116
Traffic Signal Timing Information Standard Report	A report summarizing the phasing and timings of a traffic signal	Apply at Customer Service; requires written approval	\$250.00 per traffic signal	\$262.50 per traffic signal
Pavement cut restoration fee	Applicable to all pavement cuts. Initial repair by applicant.	Application made to Customer Service Section	\$61.50 per sq.m. Minimum charge \$205	\$64.58 per sq.m. Minimum charge \$215.25
Road degradation fee	Fee for degradation of roads 15 years and less in age	Application made to Customer Service Section	\$7.62 per sq. m.	\$8.00 per sq.m.
Infrastructure Inspection Fees related to building construction	Inspect City's infrastructure before and after building construction	Required for all building permits	\$75.00 per house where improvements greater than \$50,000 plus an additional of \$125.00 per house, where disruption of soil is anticipated.	\$78.75 131.25
			\$150.00 for all buildings larger than a single or 2-family house	\$157.50
Infrastructure Inspection Fees related to work on any City infrastructure	Inspect works and services carried out by all agencies, contractors, homeowners and utility companies within road allowances and City rights-of-way	Required for all permits for work on City controlled roads and rights-of-way where there is an impact on City infrastructure.	Works valued < \$2,500 minimum \$102.00	
			Works valued > \$2,500, 5% of the estimated value of the works.	

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

Engineering & Public Works - Transportation Infrastructure Services and Products

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Road and Sidewalk Closure Permit	Permit to close a portion of a road or sidewalk	Required for safe traffic control on City streets and sidewalks, requires written approval. Permit valid for one week from start of proposed event.	\$75 if application received more than 5 business days before start of proposed event \$100 if application received less than 5 business days before start of proposed event	exempt
Sidewalk Use Permit	Permit use of sidewalk or Statutory Right of Way for placement of tables, chairs, umbrellas, etc.	Required for business licencing	\$25 permit application fee and: Small Sidewalk Use (Maximum of 3 tables and 6 chairs) - \$125.00 Medium Sidewalk use (Maximum of 6 tables and 12 chairs) - \$250 Large Sidewalk use (Maximum of 9 tables and 18 chairs) - \$375	exempt

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Noise Bylaw Exemption Permit	Permit to exceed noise bylaw levels before 7 a.m. or after 8 p.m. Monday to Friday, 9 am to 6 pm Saturday, or any time on Sunday in order to construct, erect, alter, repair or demolish a building or structure	Apply through Engineering Administration; requires written approval	<p>\$50 per day if application received more than 5 business days before start of proposed event</p> <p>\$100 per day if application received less than 5 business days before start of proposed event</p>	exempt
Truck Route Exemption Permit	Permit for local delivery by vehicles that are otherwise restricted to truck routes and must be made between 6 a.m and 10 p.m. on Mondays to Fridays and 8:00 a.m. to 5 p.m. on Saturday.	Apply through Engineering Administration; requires written approval	<p>\$150 per day if application received more than 5 business days before start of proposed event</p> <p>\$250 per day if application received less than 5 business days before start of proposed event</p> <p>Nil if the exemption is for the purpose of work by City forces or on a City project, as confirmed by the GM of Engineering and Public Works</p>	exempt

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST exempt
Oversize Vehicle Permit Fee	Permit to drive an oversize or an overweight vehicle (as defined by the BC Motor Vehicle Act) on City Streets.	Application available on City Web site or through Engineering Customer Service	\$50 application fee per trip	
BC Hydro Connection Fee Recovery	Identified during the review of electrical design plans for new developments, and would be charged if the new street light service base is connected directly to BC Hydro's System, or the service base is upgraded to a higher amperage.	Requires written approval; the development servicing requires the developers to pay the fee before all deposits are returned.		
		Overhead Connection	\$745.00	782.25
Sweeper & Operator	Provision of a road sweeper and operator including disposal.	Service is not 'for hire'. Fees reflect charges for on-demand works and are subject to a 3 hour minimum.		
		Regular Time Minimum	\$440.00	\$462.00
		Regular Time Each Addn Hour	\$147.00	\$154.35
		Overtime Minimum	\$592.00	\$621.60
Dump Truck & Operator	Provision of a dump truck and operator including disposal.	Service is not 'for hire'. Fees reflect charges for on-demand works and are subject to a 3 hour minimum.		
		Regular Time Minimum	\$629.00	\$660.45
		Regular Time Each Addn Hour	\$210.00	\$220.50
		Overtime Minimum	\$766.00	\$804.30
Cutting of Boulevard Vegetation	Provision of 2 person crew and truck for cutting of boulevard vegetation including disposal.	Service is not 'for hire'. Fees reflect charges for on-demand works and are subject to a 3 hour minimum.		
		Regular Time Minimum	\$457.00	\$479.85
		Regular Time Each Addn Hour	\$153.00	\$160.65
		Overtime Minimum	\$753.00	\$790.65
		Overtime Each Addn Hour	\$251.00	\$263.55

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

Engineering & Public Works - Transportation Infrastructure Services and Products (Parking Bylaw)

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE See Note 1
Lot Rental Fee - Evergreen Cultural Centre	Waives requirement to pay hourly rate	Non-exclusive use of parking stalls in the lot	\$25.00 (full day rate)
Lot Rental Fee - Town Centre Park	Exempt from maximum time limitation	Non-exclusive use of parking stalls in the lot	\$25.00 (full day rate)
Lot Rental Fee - CCAC	Waives requirement to pay hourly rate. Exempt from maximum time limitation.	Non-exclusive use of parking stalls in the lot	\$350.00 (full day rate)
Lot Rental Fee - Pinetree Community Centre	Waives requirement to pay hourly rate. Exempt from maximum time limitation.	Non-exclusive use of parking stalls in the lot	\$125.00 (full day rate) \$50.00 (evening rate 6pm to 9pm)
On-street parking fees at metered spaces in the Town Centre, north of Guildford Way	One hour period, 8am to 6pm, Monday to Saturday, other than Statutory Holidays	Payment made at parking meter	\$1.00 per hour
On-street parking fees at metered parking spaces in the town Centre, south of Guildford Way	One hour period, 8am to 6pm, Monday to Saturday, other than Statutory Holidays	Payment made at parking meter	\$1.25 per hour
On-street parking fees at metered parking spaces indicated as "Park & Ride".	One hour period, 8am to 6pm, Monday to Saturday, other than Statutory Holidays, at the rate prescribed elsewhere in this Schedule; or, the daily rate from 8am to 6pm.	Payment made at pay station on site	\$4.00 (daily rate from 8am to 6pm)
Annual Residents Facility Parking Pass	Parking Pass fee for Coquitlam residents, for use at City owned pay parking, and time limited parking lots	Application form and pass available at City hall, CCAC, and Pinetree Community Centre	\$30.00
Annual Residents Facility Parking Pass Replacement / Transfer	Fee payable for replacement or transfer of annual parking pass for Coquitlam residents	Application form and pass available at City hall, CCAC, and Pinetree Community Centre	\$15.00
Fraser River Boat Launch Parking (Macquabeak Park)	Fee payable for daily boat launch parking		\$11.50

Note 1

The parking fee includes GST and Translink Parking Tax with the exception of those parking fees collected from Parking on Public Streets.

Engineering & Public Works - Environmental Services

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Watercourse Protection Development Permit (See Note 2)			\$1,400.00	exempt
Amendment fee for Watercourse Protection Development Permit			\$500.00	exempt

Watercourse Protection Development Permit application fee is initially 50% of the fee set out above with the balance to be paid if a Development Permit is required.

Engineering and Public Works - Encroachments into City-Owned and/or Controlled Lands and Properties

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	ANNUAL PERMIT FEE	FEE INCL. 5% GST
Permitted, non-invasive encroachment	No Encroachment Agreement Required	Residential	\$75 application fee plus (assessed value per sq. foot) x (sq. feet of encroachment) x 2.5%	yes
Permitted, non-invasive encroachment	No Encroachment Agreement Required	Commercial	\$75 application fee plus (assessed value per sq. foot) x (sq. feet of encroachment) x 7.5%	yes
Permitted, invasive encroachment	Encroachment Agreement / Licence of Occupation Required	Residential	\$75 application fee plus \$100 document preparation fee plus (assessed value per sq. foot) x (sq. feet of encroachment) x 5%	yes

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

Engineering and Public Works - Encroachments into City-Owned and/or Controlled Lands and Properties

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	ANNUAL PERMIT FEE	FEE INCL. 5% GST
Permitted, invasive encroachment	Encroachment Agreement / Licence of Occupation Required	Commercial	\$75 application fee plus \$250 document preparation fee plus (assessed value per sq. foot) x (sq. feet of encroachment) x 7.5%	yes
Invasive, undesirable or unauthorized encroachments		Residential	\$75 application fee plus \$100 document preparation fee plus (assessed value per sq. foot) x (sq. feet of encroachment) x 15%	yes
Invasive, undesirable or unauthorized encroachments		Commercial	\$75 application fee plus \$250 document preparation fee plus (assessed value per sq. foot) x (sq. feet of encroachment) x 32.5%	yes
Release of Encroachment Agreement	Non-Registered		n/a	n/a
Release of Encroachment Agreement	Registered	Residential	\$175 document preparation fee	n/a
Release of Encroachment Agreement	Registered	Commercial	\$175 document preparation fee	n/a

Schedule "F" to Bylaw No. 4896, 2018

ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES

THE CITY RESERVES THE RIGHT TO REJECT WORK REQUESTS FOR SERVICE (PRODUCTS) LISTED HEREIN.

Engineering & Public Works - Frontage Works Program Services and Products ¹

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	ANNUAL	FEE INCL.
Roadworks			
Road	8.5m width, typical	\$375.00 per m.	exempt
Curb and Gutter	MMCD C5, typical	\$150.00 per m.	exempt
Sidewalk	1.5m width, typical	\$200.00 per m.	exempt
Driveway Letdown	4.5m to 6m width	\$2,200.00 each	exempt
Boulevard	2.2m curb to sidewalk, typical	\$150.00 per m.	exempt
Trees	As specified by Parks, Recreation and Culture	\$180.00 per m.	exempt
Street Lighting	LED typical	\$115.00 per m.	exempt
Service Connections Installed as part of Frontage Works projects			
Storm Service Connection	150mm diameter	\$4,400.00 each	exempt
Sanitary Service Connection	100mm diameter	\$4,430.00 each	exempt
Water Service Connection	19mm diameter	\$4,935.00 each	exempt
Laneworks			
Asphalt Lane	3.7m width	\$135.00 per m.	exempt
Rollover Curb	MMCD C4 typical	\$102.00 per m.	exempt
Gravel Shoulder		\$15.00 per m.	exempt
Drainage	Culvert and catchbasins	\$275.00 per m.	exempt

Note: ¹ Applies to subdivisions and building permits for single family and neighbourhood attached residential developments in the Southwest Coquitlam Area Plan only, refer to Bylaw No. 4751, 2017 and Bylaw No. 4752, 2017

Note: ² These fees are recalculated each year and are similarly applied to works completed and works yet to be completed.

SCHEDULE "F.1" TO BYLAW NO. 4896, 2018

**Drinking Water Conservation Plan Fees
2019 FEES AND CHARGES**

Schedule "F.1" to Bylaw No. 4896, 2018

1. The following fees will apply to the issuance of a permit pursuant to of the Bylaw:

(a) Single Family of Duplex Residential	\$25.00
(b) Townhouse Developments	\$25.00 per townhouse to a maximum fee of \$150.00
(c) Apartment Complexes	\$25.00 per apartment to a maximum fee of \$150.00
(d) Commercial Property	\$150.00
(e) Industrial Property	\$150.00
(f) Institutional Property	\$150.00

SCHEDULE "G" TO BYLAW NO. 4896, 2018

**FIRE/RESCUE DEPARTMENT
2019 FEES AND CHARGES**

Schedule "G" to Bylaw No. 4896, 2018 FIRE/RESCUE DEPARTMENT FEES AND CHARGES

The following fees and charges apply to the services indicated:

Section Reference	Description of service for which fees charged	Fee	Inc. GST 5%	
8.8	Burning permit	\$ 25.00	\$ 26.25	per permit
9.7	a) Low Hazard Fireworks	\$ 50.00	\$ 52.50	per permit
	b) High Hazard Fireworks	\$ 100.00	\$ 105.00	per permit
	c) Pyrotechnics	\$ 100.00	\$ 105.00	per permit
11.1	Minimum Fee	\$ 79.80	\$ 83.79	
	Fire Inspection, regular working hours, prorated in 15 minute intervals	\$ 96.60	\$ 101.43	per hour, per inspector
	Fire inspection, after hours, prorated in 15 minute intervals	\$ 143.80	\$ 150.99	per hour, per inspector
11.2	Minimum Fee	\$ 79.80	\$ 83.79	
	Fire Inspection, regular working hours, prorated in 15 minute intervals	\$ 96.60	\$ 101.43	per hour, per inspector
	Fire inspection, after hours, prorated in 15 minute intervals	\$ 143.80	\$ 150.99	per hour, per inspector
	Comfort letter, per building, first hour	\$ 100.00	\$ 105.00	per letter
	Comfort letter, per building, subsequent hours, or part thereof, prorated in 15 minute intervals	\$ 96.60	\$ 101.43	per letter
11.3	(a) first two hours of investigation	No charge		
	(b) every subsequent hour or part thereof to a maximum of 10 additional hours of investigation	\$ 134.20	\$ 140.91	per hour
11.4	(a) first re-inspection in a calendar year	No charge		
	(b) second and subsequent re-inspection(s) in a calendar year:			
	Minimum Fee	\$ 79.80	\$ 83.79	
	Fire Inspection, regular working hours, prorated in 15 minute intervals	\$ 96.60	\$ 101.43	per hour, per inspector
	Fire Inspection, after hours, prorated in 15 minute intervals	\$ 143.80	\$ 150.99	per hour, per inspector
11.5	Controlled substances incident response	Current rates for personnel and equipment plus overhead plus GST, one hour minimum		
11.6	Hazardous material or dangerous goods clean-up or safe disposal	Incurred costs plus GST		
11.7	Fireworks incident response	Current rates for personnel and equipment plus overhead plus GST, one hour minimum		
11.8	Damaged or contaminated equipment repair or replacement	Incurred costs plus GST		
11.9	Fire extinguisher training costs, 10 persons minimum			
	(a) Owner/occupier site, regular working hours	\$ 41.00	\$ 43.05	per person
	(b) Training Grounds, regular working hours	\$ 21.00	\$ 22.05	per person
	(c) Training Grounds, after hours	\$ 41.00	\$ 43.05	per person

Schedule "G" to Bylaw No. 4896, 2018 FIRE/RESCUE DEPARTMENT FEES AND CHARGES

The following fees and charges apply to the services indicated:

Section Reference	Description of service for which fees charged	Fee	Inc. GST 5%	
11.10	Minimum fee	\$ 79.80	\$ 83.79	
	Fire Inspection, regular working hours, prorated in 15 minute intervals	\$ 96.60	\$ 101.43	per hour, per inspector
	Fire inspection, after hours, prorated in 15 minute intervals	\$ 143.80	\$ 150.99	per hour, per inspector
	Secure vacant building or structure	Incurred costs plus GST		
11.11	Use of third party equipment and/or services	Incurred costs plus GST		
11.12	Vacant building incident response	Current rates for personnel and equipment plus materials, administration, overhead and GST, one hour minimum.		
12.2	(a) first excessive false fire alarm	\$ 180.00	exempt	per event
	(b) second excessive false fire alarm	\$ 240.00	exempt	per event
	(c) third and subsequent excessive false fire alarms	\$ 360.00	exempt	per event
13.3	Standby fee when Contact Person fails to arrive within 45 minutes of notification	\$ 300.00	\$ 315.00	per hour
16.1	Secure fire damaged building or structure	Incurred costs plus GST		
16.4	Secure vacant building or structure	Incurred costs plus GST		
17.1	(a) High-rise buildings (7 storeys and up) Fire Safety Plan review and approval	\$ 300.00	\$ 315.00	per plan
	(b) All other buildings (less than 7 storeys) Fire Safety Plan review and approval	\$ 150.00	\$ 157.50	per plan
	(c) Construction Fire Safety Plan review & approval	\$ 150.00	\$ 157.50	per plan
	(d) amendment to Fire Safety Plan review & approval	\$ 100.00	\$ 105.00	per amendment
17.9	Install lock box cover	\$ 25.00	\$ 26.25	per cover

SCHEDULE "H" TO BYLAW NO. 4896, 2018

**FALSE ALARMS
2019 FEES AND CHARGES**

Schedule "H" to Bylaw No. 4896, 2018

False Security Alarms

In this Schedule each capitalized word or phrase has the meaning ascribed to it in of the False Security Alarm Fees Bylaw no. 3093, 1997.

The EXCESSIVE FALSE ALARM FEE will be as follows.

- (a) for the third FALSE ALARM, the fee will be \$150.00
- (b) for each FALSE ALARM after the third FALSE ALARM, the fee will be \$300.00

SCHEDULE "I" TO BYLAW NO. 4896, 2018

**ANIMAL SERVICES & GENERAL BYLAW FEES
2019 FEES AND CHARGES**

SCHEDULE "I" TO BYLAW NO. 4896, 2018

ANIMAL SERVICES & GENERAL BYLAW FEES 2019 FEES AND CHARGES

Fees under the *Animal Care and Control Bylaw No. 4240, 2011*

Impoundment, Custodial and Disposition Charges

1. The following fees will apply with respect to the impoundment of domestic animals.

(a) for a licensed dog other than an aggressive or vicious dog

(i) first impoundment	\$	54.00
(ii) second impoundment	\$	86.00
(iii) third impoundment	\$	118.00
(iv) fourth impoundment	\$	240.00
(v) all subsequent impoundments	\$	371.00

(b) for an unlicensed dog other than an aggressive or vicious dog

(i) first impoundment	\$	108.00
(ii) second impoundment	\$	160.00
(iii) third impoundment	\$	213.00
(iv) all subsequent impoundments	\$	371.00

(c) for an aggressive dog whether licensed or unlicensed

(i) first impoundment	\$	160.00
(ii) second impoundment	\$	213.00
(iii) third and all subsequent impoundment	\$	530.00

(d) for a vicious dog whether licensed or unlicensed

(i) first impoundment	\$	320.00
(ii) second impoundment	\$	742.00
(iii) third and all subsequent impoundment	\$	1,648.00

(e) for any cat or livestock

(i) first impoundment	\$	54.00
(ii) second impoundment	\$	86.00
(iii) third and all subsequent impoundment	\$	120.00

plus the actual cost incurred by the Poundkeeper to obtain the equipment and vehicle or either of them necessary to effect the impoundment,

SCHEDULE "I" TO BYLAW NO. 4896, 2018

ANIMAL SERVICES & GENERAL BYLAW FEES 2019 FEES AND CHARGES

2. The following custodial fees will apply for each day or part thereof in which a domestic animal is detained in the Pound.

(a) for any dog or cat other than an aggressive or vicious dog	\$ 15.00
(b) for any animal described as livestock	\$26.00 and the actual cost to board such animal in private facilities
(c) for any other domestic animal	\$ 10.00
(d) for a aggressive dog	\$ 25.00
(e) for a vicious dog	\$ 35.00

3. The following disposition charges for pathological waste will apply

(a) for the disposal by an Owner of each animal, including euthanasia drop-off pick up	\$ 40.00
	\$ 65.00
(b) for all disposals of pathological wastes, including the dead bodies of any animals	\$.90 per pound with a minimum charge of \$9.00 per disposal

Annual Licensing Fees for Dogs

1. All dog licences are due and payable on January 1st for each licence year. For all dog licence fees that are received by the City on or before Feb 1st in any given licence year the following fees will apply:

(a) unspayed or unneutered dogs	\$ 54.00
(b) spayed or neutered dogs	\$ 28.00
(c) Aggressive unspayed or unneutered dogs	\$ 80.00
(d) Aggressive spayed or neutered dogs	\$ 38.00
(e) Vicious unspayed or unneutered dogs	\$ 107.00
(f) Vicious spayed or neutered dogs	\$ 64.00
(c) special needs assistant dogs	Nil

2. For licences applied for after February 1st a \$15.00 late payment charge will be assessed in addition to fees prescribed above, provided that the late payment charge will not apply where:

- (a) the dog for which the licence is sought achieved the age of 6 months within 30 days of the application date;
- (b) satisfactory evidence is provided to confirm that the owner only established residency in the City within 30 days of the application date; or
- (c) satisfactory evidence is provided to confirm that the dog for which the licence is sought was acquired by the Owner within 30 days of the application date.

3. The replacement fee for a lost or defaced dog licence tag is \$5.00

SCHEDULE "I" TO BYLAW NO. 4896, 2018

ANIMAL SERVICES & GENERAL BYLAW FEES 2019 FEES AND CHARGES

Kennel Licence Fees

per year \$ 415.00

Adoption Fees

(a) mature dogs	\$ 160.00
(b) puppies	\$ 215.00
(c) mature cats	\$ 120.00
(d) kittens	\$ 145.00
(e) rabbits	\$ 54.00
(f) budgies, finches, canary, dove and other small birds	\$ 28.00
(g) cockateil, lovebirds, paralets and other medium size birds	\$ 54.00
(h) rodents	\$ 22.00
(i) senior/special needs animals (applicable to each of "a" to "h")	50% of the regular fee

Private Boarding

per day \$ 26.00

RCMP/PoMo Police Service Fee

animal needs to be impounded on behalf of the police \$ 60.00

Return of Impounded Sign

fee per sign \$ 25.00

Amplified Noise Permit

\$ 100.00

Owner Surrender

\$ 100.00

SCHEDULE "J" TO BYLAW NO. 4896, 2018

**FILMING FEES AND CHARGES BYLAW
2019 FEES AND CHARGES**

SCHEDULE "J" TO BYLAW NO. 4896, 2018

FILMING FEES AND CHARGES BYLAW 2019 FEES AND CHARGES

FILMING

All film productions, whether on private or public lands in Coquitlam, are required to attain a film permit from the City of Coquitlam

	2019 Rates	2018 Rates
PERMITS		
Film Permit Fee	\$225.00	\$225.00
Additional Film Permit Fee for Multiple Locations	\$100.00	\$100.00
Business Licence Fee	\$160.00	\$160.00
STREETS & PARKING		
Road Use (Road and Sidewalk Closure) Permit	\$75.00	\$50.00
Signage: Road Closures & Stopages	full cost recovery	
Street Parking or Use	\$150.00	\$150.00 per block per day
City Parking Lot Rental	\$500.00	\$500.00 per day
Gravel Road Maintenance	\$300.00	\$300.00
ADMINISTRATION FEES		
Filming Admin Fee	10% of total fees charged on a film production	10% of total fees charged on a film production
LOCATION FEES		
2019 Daily Rates 2018 Daily Rates		
City Hall	\$1,200.00	\$1,200.00
Use of Civic Facilities (rates vary by facility type)		
Use of City Parks	\$600.00	\$600.00
Road Location & Closures (main arterial routes only)	\$1,000.00	\$1,000.00
Prep, Hold & Wrap Days	50% of location fee per day	
DAMAGE DEPOSIT		
Varies from \$500 to \$5,000 depending on the duration, City Service requested, the number of locations involved and City property used.		
OTHER COSTS		
Staff on-site (i.e. Lifeguards)	full cost recovery	per hour
Film Liaison Fee (Site visit/special liaison services)	\$56.00	\$56.00 per hour
Fire Truck & Staff	\$550.00	\$550.00 per hour
Hydrant Use Permit	\$175.00 plus \$25 per additional day	
Pyrotechnics Permit	\$100 per application	
Noise Exemption Permit	\$100.00 per day with less than 5 days notice	
	\$50.00 per day with more than 5 days notice	
RCMP Charges	\$153.80 per hour (overtime rate, min of 3 hrs)	
	Plus 10% Admin Fee up to \$100	
RCMP related costs (see schedule "C" to the current bylaw)		
Engineering & Public Works related costs (see schedule "F" to the current bylaw)		
Fire Department related costs (see schedule "G" to the current bylaw)		

SCHEDULE "K" TO BYLAW NO. 4896, 2018

2019 BUSINESS LICENCE FEES

SCHEDULE "K" TO BYLAW NO. 4896, 2018

2019 BUSINESS LICENCE FEES

1. The definitions set out in Business Licence Bylaw No. 4344, 2013 apply to this Schedule.
2. The following fees are payable in respect of a licence issued under Business Licence Bylaw No. 4344, 2013:

PART 1: GENERAL SERVICES	
A. Level One	
<i>Includes but is not limited to: consultant without commercial office space in City; residential daycare; private teacher without commercial office space; bed and breakfast; Christmas tree sales (licence valid December only); home occupation (unless nature of home occupation business otherwise listed); personal grooming services</i>	
(a) general	\$85
(b) personal grooming services	
<ul style="list-style-type: none"> • 1st employee 	\$85, plus
<ul style="list-style-type: none"> • each additional employee 	\$30
B. Level Two	
<i>Includes but is not limited to: automobile parking lot; business office; cleaning/dying/laundry plant; consultant with commercial office space in City; patrol/security service; photography studio/mobile unit; service/repair shop; mobile service/repair; towing service without storage facility in City; primary producer; travel agency; commercial daycare; commercial school/training; film production</i>	
(a) general	\$160
C. Level Three	
<i>Includes but is not limited to: equipment/personal property rentals; residential building management; professionals</i>	
(a) general	\$210
(b) professionals	
<ul style="list-style-type: none"> • 1st professional 	\$210, plus
<ul style="list-style-type: none"> • each additional professional (up to total of 30) 	\$20
<i>to a maximum</i>	\$790
PART 2: FINANCIAL INSTITUTIONS	
(a) general	\$1,500

SCHEDULE "K" TO BYLAW NO. 4896, 2018

2019 BUSINESS LICENCE FEES

PART 3: INDUSTRIAL SERVICES

A. General	
<i>Includes but is not limited to: auto wrecker; used auto parts sales; commercial/industrial building management; quarry; gravel pit; towing service with storage facility in City</i>	
(a) general	\$300
B. Contractors	
(a) with commercial office in City	
• 1 st employee	\$160, plus
• each additional employee (up to total of 30)	\$20
<i>to a maximum</i>	\$740
(b) without commercial office in City	75% of (a) to nearest \$1
(c) without commercial office in City (six month licence only)	75% of (b) to nearest \$1
C. Manufacturer	
(a) general	
• 1 st employee	\$160, plus
• each additional employee (up to total of 30)	\$20
<i>to a maximum</i>	\$740
D. Warehouse	
(a) general	
• up to 200 m ² of floor space	\$160, plus
• for each 100 m ² of floor space in excess of 200 m ² (up to total of 12,000 m ²)	\$30
<i>to a maximum</i>	\$3,760

PART 4: SALES

<i>Includes but is not limited to: retail, wholesale, vehicle sales (including boat and RV), restaurants</i>	
(a) general	
• up to 30 m ² indoor floor space	\$85, plus
• each additional 10 m ² indoor floor space (up to 2,000 m ²)	\$16, plus
• each 10 m ² outdoor space (up to 500 m ²)	\$6
<i>to a maximum</i>	\$3,885
(b) food take-out/delivery (up to 30 m ²)	\$85
(c) direct seller (per seller)	\$160
(d) liquor add-on for businesses holding a Provincial liquor licence	\$100

SCHEDULE "K" TO BYLAW NO. 4896, 2018

2019 BUSINESS LICENCE FEES

PART 5: RECREATION & ENTERTAINMENT	
(a) bowling alley; billiard hall	
• each lane or table	\$65
(b) casino	
\$3,100	
(c) circus/show/carnival	
• base rate	\$420, per day plus
• each riding device or game	\$10, per day
(d) recreation/entertainment/health/wellness facilities or services	
• service provider with no facility in City	\$160
• facility with up to 100 m ² floor space accessible to public	\$160, plus
• each additional 1,000 m ² floor space accessible to public	\$30
(e) golf course	
\$420	
(f) theatre; concert hall	
• each seat	\$1

PART 6: RENTALS	
(a) living unit rental	
• each hotel or motel room (no kitchen)	\$11
• each bachelor unit	\$22
• each 1 bedroom unit	\$33
• each 2 bedroom unit	\$44
• each 3 bedroom unit	\$55
• each 4 bedroom unit	\$66
<i>to a maximum</i>	\$3,300
(b) private hospital	
each bed	\$14
(c) trailer court	
each pad (up to 100)	\$30
<i>to a maximum</i>	\$3,000
(d) rental vehicles	
each vehicle (up to 50)	\$65
<i>to a maximum</i>	\$3,250

SCHEDULE "K" TO BYLAW NO. 4896, 2018

2019 BUSINESS LICENCE FEES

PART 7: HIGH IMPACT BUSINESSES	
(a) massage parlour	\$10,000
(b) pawnshop	\$10,000
(c) scrap metal dealer	\$10,000
(d) nightclub	\$3,500
(e) medical marijuana grow operation	\$3,500

PART 8: MISCELLANEOUS FEES	
(a) automatic vending machine	
• each machine (up to 150)	\$24
<i>to a maximum</i>	<i>\$3,600</i>
(b) ATM	
each machine (excluding ATMs located within a financial institution)	\$80

3. The fee for a licence amendment application under section 12.3 of Business Licence Bylaw No. 4344, 2013 is \$30.

SCHEDULE "L" TO BYLAW NO. 4896, 2018

Street Vending and Special Event Vending
2019 FEES AND CHARGES

SCHEDULE "L" TO BYLAW NO. 4896, 2018

Street Vending and Special Event Vending 2019 FEES AND CHARGES

1. The definitions set out in Street Vending and Special Event Vending Bylaw No. 4308, 2012 apply to this Schedule.
2. The following fees are payable in respect of a licence issued under Street Vending and Special Event Vending Bylaw No. 4308, 2012:

Mobile Vendor	\$145.00
Cart Vendor on Private Property	
(a) Annual Licence	\$95.00
(a) One Day Licence	\$15.00
Vehicle Vendor on Private Property	
(a) Annual Licence	\$110.00
(a) One Day Licence	\$15.00
Cart Vendor on City Property	\$1,000.00
Vehicle Vendor on City Property	\$1,000.00 plus lost parking revenues, if any
Special Event Vending Licence	\$75.00 plus \$15.00 for each vendor stall unless that vendor is already licenced by the City as a street vendor

SCHEDULE "M" TO BYLAW NO. 4896, 2018

VEHICLE FOR HIRE
2019 FEES AND CHARGES

CATEGORY	ANNUAL LICENCE FEE
1. Any person who offers vehicle for hire described as a cab, for each vehicle available for hire	\$95.00
2. Any person who offers drive-self vehicles for rent and operating from premises within the City, for each vehicle available for rent.	\$65.00