

## BYLAW NO. 5181, 2021

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. 5181, 2021*.

The City hereby imposes fees for the provision of services and information as specified in Schedules "A", "B", "C", "D", "E", "F", "G", "H", "I", "J", "K", "L", "M", "N" attached to this Bylaw.

2. Fees and Charges Bylaw No. 5090, 2020 is hereby repealed.
3. This Bylaw shall come into effect on January 1, 2022.
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 6<sup>th</sup> day of December, 2021.

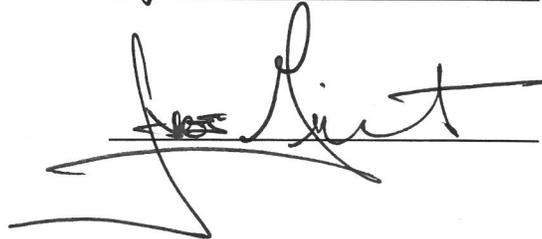
READ A SECOND TIME this 6<sup>th</sup> day of December, 2021.

READ A THIRD TIME this 6<sup>th</sup> day of December, 2021.

GIVEN FOURTH AND FINAL READING and the Seal of the Corporation affixed this 13<sup>th</sup> day of December, 2021.



MAYOR



CLERK

**Schedules of Bylaw No. 5181, 2021**  
**2022 Fees and Charges**

**SCHEDULE "A" TO BYLAW NO. 5181, 2021**

**GENERAL ADMINISTRATION  
2022 FEES AND CHARGES**

# Schedule "A" to Bylaw No. 5181, 2021

## General Administration Fees and Charges

	<u>FEES</u>	<u>INCL. GST 5%</u>
<b><u>General Documents and Services</u></b>		
<b>All Departments</b>		
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	\$0.55	\$0.58
Declined Payment Charge (NSF)	\$25.00	exempt
<b>City Clerks Office</b>		
Lists of Electors: First Copy	Free	
Each additional copy, hard copy	\$30.00	exempt
Each additional copy, encrypted USB Drive	\$40.00	exempt
(Available only to official Candidates as declared by the Chief Election Officer in accordance with Section 97 of the <i>Local Government Act</i> )		
Liquor Licence Consultation Fee	\$1,100 plus the actual cost of postage	exempt
Meeting recordings, Miscellaneous, per USB	\$5.00	exempt
<b>Human Resources</b>		
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:	\$75.00	exempt
* 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		

## Schedule "A" to Bylaw No. 5181, 2021

### General Administration Fees and Charges

	<u>FEES</u>	<u>INCL. GST 5%</u>
<b>Legal Fees</b>		
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	\$180.00	exempt
Document preparation and review fee for development/building-related documents:		
(a) precedents supplied by the City		
(i) initial review	\$180.00	exempt
(ii) each subsequent review	\$90.00	exempt
(b) documents requiring custom drafting		
(i) initial review	\$250.00	exempt
(ii) each subsequent review	\$125.00	exempt
(c) housing agreements, phased strata easements and other development/building agreements of similar complexity		
(i) initial review	\$1,000.00	exempt
(ii) each subsequent review to a maximum of \$5,000 per agreement	\$250.00	exempt
(d) air space parcel agreements, master development agreements and other development/building agreements of similar complexity	cost recovery	exempt
Agreements and other documents prepared and reviewed by external legal counsel	cost recovery	cost recovery
Registration expenses associated with land documents (including plans, agents, filing fees)	cost recovery	cost recovery
Review of City records for the purpose of claims, insurance claims or court case where it is determined by the Director of the Legal Division that the research could exceed 15 minutes of staff time		
(a) first hour	\$80.00	exempt
(b) each additional hour	\$30.00	exempt
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	\$90 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	cost recovery	cost recovery
Court attendance of City employee under subpoena		
(a) preparation	\$55 per hour	exempt
(b) attendance in Court	\$225 per half day	exempt

## Schedule "A" to Bylaw No. 5181, 2021

### General Administration Fees and Charges

	<u>FEES</u>	<u>INCL. GST 5%</u>
<b>Finance</b>		
Request for routine information in writing where research is necessary in order to provide a response specifically involving the following:	\$75.00	exempt
* Taxation and other financial information where it is determined by the Department Head 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)	\$7.50	exempt
Real Estate Tax Levy Reports	\$300.00	exempt
Tax Certificates and related tax information - manual	\$32.00	exempt
Tax Certificates and related tax information - obtained through the web tax certificate system	\$32.00	exempt
Tax Registration / De-registration Fee	\$110.00	exempt
Property Apportionment Fee, per child parcel	\$35.00	exempt
Properties included on mortgage listings (charged to mortgage companies)	\$10.00 each property	exempt
Other service and merchant fees, as required	Cost Recovery	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.

**BC Online Usage Fees**

<b>Business Licences</b>		
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. 5181, 2021**

**PLANNING AND DEVELOPMENT DEPARTMENT**

**2022 FEES AND CHARGES**

**Schedule "B" to Bylaw No. 5181, 2021**  
**Planning and Development Department Fees & Charges**

	<u>FEES</u>	<u>INCL.</u> <u>GST 5%</u>
<b>Publications</b>		
Refer to the latest Planning and Development Department "List of Publications" for current pricing.		
<b>Services</b>		
Custom Work for documents, rate per hour (charged in 15 minute increments)	\$51.00	\$53.55
Survey Certificate Copies, each	\$39.60	\$41.58
Photocopies, per page (plus additional cost of custom work, as required)	\$0.55	\$0.56
Comfort Letter		
Single-family/two-family	\$189.00	exempt
Multi-family/Commercial/Industrial/Institutional	\$324.00	exempt
Requests for written confirmation related to Bylaw inquiries	\$108.00	exempt
Financial Administration Fee	\$1,542.00	exempt
Liquor License Consultation Fee	\$1100 plus the actual cost of postage	exempt
Mailing Fee	Cost Recovery	exempt
DP Plans review (after 2 resubmissions) - per hour	\$200.00	exempt
Additional Site Inspection for Release of Security	\$250.00	exempt
Latecomer Agreements	\$3,305.00	exempt
Latecomer Interest Rate	As per Municipal Finance Authority of BC (MFABC) 15-year rate at time of agreement	exempt
Subdivision Bond Fee	\$1,773.00	exempt
Other Services as required	Cost Recovery	exempt
MOECCS - Site Profile for Contaminated Sites	\$100.00	exempt
Board of Variance Application	\$460.00	exempt

**Schedule "B" to Bylaw No. 5181, 2021**  
**Planning and Development Department Fees & Charges**

<b>DEVELOPMENT APPLICATIONS - Standard Projects includes the following Zone:</b>	
A, RS, RT, RTM, RM-1, RM-2, RM-3, C-1, C-2, C-3, CS, SS, M, B, P zones and CD zones based on any of these parent zones.	
	<b>Fees</b>
<b>Pre-Application Review</b>	\$1,241.00
<b>Master Development Plan (land over 25,000m2) - Basic Fee</b>	\$9,132.00
Plus Zone Fee per 100 m2 of land:	\$171.00
<b>Rezoning Land - Base Fee</b>	\$4,923.00
<b>Plus Zone Fee per 100 m2 of land:</b>	
A, RS, RMH, M, P or (CD based on these zones)	\$33.00
RT, RTM, RM-1, RM-2, RM-3, B, or (CD based on these zones)	\$84.00
Delegated Zoning Bylaw Amendment Time Extension	\$749.00
Non-Delegated Zoning Bylaw Amendment Time Extension	\$1,498.00
<b>Zoning Bylaw Text Amendment</b> - see Note 1	\$5,119.00
<b>Citywide Official Community Plan Amendment (text or map)</b>	\$8,847.00
Citywide Official Community Plan Amendment Time Extension	\$566.00
All Public Hearing & Additional Public Hearing	\$1,302.00
<b>Regional Growth Strategy Amendments</b>	\$4,530.00
<b>Subdivision</b>	
Conventional, Site Configuration, Bareland Strata	\$4,923.00
Plus lot fee for every lot to be created beyond three (3)	\$181.00
<b>Air Space Parcel (Basic Fee - Two Parcels or less)</b>	\$5,911.00
Plus fee for every parcel created beyond two (2)	\$355.00
<b>Strata Title Conversion (two units or less)</b>	\$4,201.00
<b>Strata Title Conversion (more than two units )</b>	\$5,881.00
<b>Phased Strata Title - Basic fee</b>	\$4,923.00
Plus Phase fee for every phase beyond two (2)	\$430.00
Form "P" Amendment	\$420.00
<b>Road cancellation</b>	\$4,621.00
Lot line adjustment, Consolidation, RT-1 Site Configuration	\$840.00
<b>Subdivision re-approval (any type)</b>	\$1,923.00
City Land Valuation (Cash-in-Lieu Option)	\$527.00
<b>Development Permit (DP)</b>	
Non-delegated DPs - Base Fee	\$3,815.00
Plus additional fee per unit and non-residential GFA fee per 100m2 of GFA:	\$98.00
Variance to Bylaws within a DP	as per DVP Fees below
Delegated DPs	\$2,605.00
DP Amendment (Major)	\$1,954.00
DP Amendment (Minor)	\$651.00
<b>Development Variance Permit (DVP) - see Note 2</b>	
A-3 Zone or RS zones	\$1,699.00
All other zones (RT, RTM, RM-1, RM-2, RM-3, C-1, C-2, CS, SS, M, B and P zones.)	\$3,581.00
Variances to the Sign Bylaw or Subdivision & Development Servicing Bylaw	\$1,699.00

**Schedule "B" to Bylaw No. 5181, 2021**  
**Planning and Development Department Fees & Charges**

<b>Heritage Revitalization Agreement</b>	\$3,318.00
Heritage Revitalization Agreement Amendment	\$1,133.00
<b>Heritage Alteration Permit (HAP)</b>	\$906.00
<b>Development Agreement</b>	Cost Recovery
Development Agreement Amendment	\$2,265.00
<b>Land Use Contract Amendments</b>	
Land use Contract discharge/cancellation	\$227.00
Major Amendment	\$2,831.00
Minor Amendment	\$906.00
<b>Temporary Use Permit</b>	\$2,762.00
Temporary Use Permit Renewal	\$1,381.00
<b>Agricultural Land Commission Application</b>	
Non-Adhering Residential Use	\$450.00
Soil Use to Place Fill and/or Remove Soil	\$750.00
Non-Farm Use	\$750.00
Subdivision	\$750.00
Exclusion	\$750.00
Inclusion	\$0.00

<b>DEVELOPMENT APPLICATIONS - Major Projects includes the following Zone:</b>	
RM-4, RM-5, RM-6, C-5, C-6 C-7, and CD zones based on these parent zones.	
	<b>Fees</b>
<b>Pre-Application Review</b>	\$1,939.00
<b>Master Development Plan (land over 25,000m2) - Basic Fee</b>	\$9,132.00
Plus Zone Fee per 100 sq. metres of land:	\$171.00
<b>Rezoning Land - Major Projects Base Fee</b>	\$9,132.00
Plus Zone Fee per 100 sq. metres of land:	\$171.00
Delegated Zoning Bylaw Amendment Time Extension	\$1,170.00
Non-Delegated Zoning Amendment Time Extension	\$2,340.00
<b>Zoning Bylaw Text Amendment - see note 1</b>	\$7,998.00
<b>Citywide Official Community Plan Amendment (text or map)</b>	\$13,824.00
Citywide Official Community Plan Amendment Time Extension	\$885.00
<b>All Public Hearing &amp; Additional Public Hearing</b>	\$1,302.00
<b>Regional Growth Strategy Amendments</b>	\$4,530.00
<b>Subdivision</b>	
Conventional, Site Configuration, Bareland Strata (three or fewer lots)	\$7,692.00
Plus lot fee for every lot to be created beyond three (3)	\$282.00
<b>Air Space Parcel (Basic Fee - Two Parcels or less)</b>	\$9,236.00
Plus fee for every parcel created beyond two (2)	\$554.00
<b>Strata Title Conversion (two units or less)</b>	\$6,564.00
<b>Strata Title Conversion (more than two units)</b>	\$9,190.00
<b>Phased Strata Title - Basic fee</b>	\$7,692.00
Plus Phase fee for every phase beyond two (2)	\$672.00
Form "P" Amendment	\$656.00
<b>Road cancellation</b>	\$4,621.00
<b>Lot line adjustment, Consolidation</b>	\$1,313.00
<b>Subdivision re-approval (any type)</b>	\$1,923.00

**Schedule "B" to Bylaw No. 5181, 2021**  
**Planning and Development Department Fees & Charges**

<b>Development Permit (DP)</b>	
Non-delegated DPs - Base Fee	\$5,962.00
Plus additional fee per unit and non-residential GFA fee per 100m2 of GFA:	\$153.00
<b>Variance to Bylaws within a DP</b>	as per DVP Fees below
Delegated DPs	\$4,070.00
DP Amendment (Major)	\$3,052.00
DP Amendment (Minor)	\$1,017.00
<b>Development Variance Permit (DVP) - see Note 2</b>	\$3,581.00
Variances to the Sign Bylaw or Subdivision & Development Servicing Bylaw	\$1,699.00
<b>Heritage Revitalization Agreement</b>	\$3,318.00
Heritage Revitalization Agreement Amendment	\$1,133.00
<b>Heritage Alteration Permit (HAP)</b>	\$906.00
<b>Development Agreement</b>	Cost Recovery
Development Agreement Amendment	\$3,539.00
<b>Temporary Use Permit</b>	\$2,762.00
Temporary Use Permit Renewal	\$1,381.00

**Notes for All Development Applications :**

1. Text Amendment application fee is for all text amendments to the Zoning Bylaw, including creating a new CD zone.
2. 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.
3. If the Development Application is proposing mixed zones, the application fee will be based on the highest proposed zone.
4. 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, the Public Hearing fee paid at application submission by the applicant shall be refunded within 90 days of receipt of the applicant's written request for such refund.
- b. Where a Development Project is withdrawn by the applicant prior to the application being referred to other departments for comment, a refund of the fees paid by the applicant, less 20%, shall be provided within 90 days of receipt of the applicant's written request for such refund.

**Schedule "B" to Bylaw No. 5181, 2021**  
**Planning and Development Department Fees & Charges**

	<u>FEE\$</u>	<u>INCL. GST 5%</u>
<b>Sign Permit Fees</b>		
Time Limited Sign	\$102.00	exempt
Signs and Comprehensive Sign Plan (alterations only)	\$102.00	exempt
Signs and Comprehensive Sign Plan (under \$1,000 value)	\$102.00	exempt
Signs and Comprehensive Sign Plan (\$1,001-\$5,000 value)	\$113.20	exempt
Signs and Comprehensive Sign Plan (\$5,001-\$10,000 value)	\$215.20	exempt
Signs and Comprehensive Sign Plan (\$10,001-\$20,000 value)	\$283.10	exempt
Signs and Comprehensive Sign Plan (\$20,001+ value)	\$362.40	exempt
For each additional inspection	\$113.20	exempt
Signs requiring Council Authorization	\$1,698.70	exempt
Construction Hoarding Signs	\$113.20	exempt

**Notes for Sign Permit Applications:**

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.

<b>Conservation Permit Fees &amp; Permit Renewal Fees</b>	<b>Fees</b>	<b>Incl. GST 5%</b>
<b>Conservation Permit Fees</b>		
Minimum non-refundable permit fee	\$85.00	exempt
plus additional fee per \$1,000 of construction value in excess of \$1,000	\$8.00	exempt
up to a maximum of:	\$849.30	exempt
<b>Conservation Permit Renewal Fees</b>		
Minimum permit renewal fee, or 50% of the above permit fees, whichever is greater	\$82.60	exempt

**SCHEDULE "C" TO BYLAW NO. 5181, 2021**

**RCMP  
2022 FEES AND CHARGES**

## Schedule "C" to Bylaw No. 5181, 2021

### RCMP Fees and Charges

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

<b>Report Requests Taxable</b>		
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
Fingerprint based criminal record checks for reclaiming Indigenous name	\$0.00	\$0.00

<b>Controlled Substance Property Bylaw/Movies-Film Industry</b>		
<b>RCMP Members' Labour</b>	<b>Cost per Member</b>	
Regular Hours	\$77.20	per hour, per member
1.5 Overtime	\$115.80	per hour, per member
2.0 Overtime	\$154.40	per hour, per member

<b>Member cancellation procedure:</b>
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.

<b>Exhibit Custodian's Labour</b>		
<b>Drug /Equipment Disposal</b>	<b>Cost per Custodian</b>	
Regular Hours	\$41.40	per hour, per employee
Overtime Hours	\$82.80	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. 5181, 2021**

**BUILDING BYLAW  
2022 FEES AND CHARGES**

## 2022 FEES AND CHARGES

### Schedule "D" to Bylaw No. 5181, 2021 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.)

	<u>Fees</u>	<u>Incl. 5% GST</u>
<b>Documents &amp; Services</b>		
Photocopies, Miscellaneous, per page (size 8 1/2 X 11)	\$0.55	\$0.58
Photocopies, Miscellaneous, per page (size 11 X 17)	\$2.64	\$2.78
Photocopies, large format scan/plot per sheet	\$17.78	\$18.67
Address Change	\$510.55	\$536.08
Wireless Communication Facility Fee	\$638.19	\$670.10
Equivalency Report -Basic Fee	\$214.44	\$225.16
<i>Plus additional fees for each hour or part thereof beyond two hours</i>	\$104.65	\$109.88
Early Building Permit Application Fee	\$522.70	exempt
Plan recheck Fee	\$205.11	\$215.37
Scanning/USB of Plans/Files for all Building Permit Types	\$13.65	\$14.33
<b>Application for a Building Permit (non-refundable application fees)</b>		
Building Permit	\$89.35	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)	\$569.09	exempt
Demolition Permit	\$89.35	exempt
Temporary Building Permit	\$89.35	exempt
Solid Fuel Appliance Permit	\$89.35	exempt
Retaining Wall Permit	\$89.35	exempt
Pool Construction Permit	\$89.35	exempt
Certified Professional Program <i>(The Certified Professional permit issuance fee is the total of the base fee plus the fee per \$1,000 of estimated construction values shown in the following table minus \$500)</i>	\$89.35	exempt
Plumbing Permit	Nil	
<b>Building Permits</b>		
	<b>Fees</b>	
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	
<b>Building Permit Fee (Table 1) - (without Registered Professional)</b>		
<b>Value of construction</b>	<b>Base Fee</b>	<b>Fee per \$1,000 of Estimated Construction</b>
\$0 to \$5,000	\$0.00	\$29.80
\$5,001 to 20,000	\$38.85	\$22.37
\$20,001 to \$50,000	\$149.01	\$17.10
\$50,001 to \$500,000	\$427.54	\$11.46
\$500,001 and greater	\$893.90	\$10.35

## 2022 FEES AND CHARGES

### Schedule "D" to Bylaw No. 5181, 2021 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.)

<b>Building Permit Fee (Table 2) - (with Registered Professional)</b>		
Value of construction	Base Fee	Fee per \$1,000 of Estimated Construction
\$0 to \$5,000	\$0.00	\$28.56
\$5,001 to 20,000	\$36.24	\$21.38
\$20,001 to \$50,000	\$142.52	\$16.25
\$50,001 to \$500,000	\$406.78	\$11.07
\$500,001 and over	\$852.39	\$9.80
<b>Building Permit Fee for Retaining Wall (Table 3) - (with Registered Professional)</b>		
Value of Construction	Base Fee	Fee per \$1000 of Estimated Construction
\$0 – \$10,000	\$355.59	\$59.27
\$10,001 – \$50,000	\$592.65	\$35.55
\$50,001 – \$500,000	\$1,777.98	\$11.84
Greater than \$500,001	\$4,741.28	\$5.94
<b>Excavation Permit, Foundation Permit, or Other Partial Permit</b>		
Value of construction	Fees	Incl. 5% GST
\$0 to \$4.99 million	\$1,276.36	exempt
\$5 to \$9.99 million	\$3,829.10	exempt
\$10 to 15.99 million	\$6,381.84	exempt
\$16 million and greater	\$7,658.20	exempt
<b>Building Permit for Demolition</b>		
Accessory Building	\$100.00	exempt
Swimming Pool In-Ground	181.23	exempt
All Other	\$282.83	exempt
<b>Building Permit for Solid Fuel Appliances</b>		
	Nil	
<b>Transfer Fee</b>		
The fee for transfer of a permit is 25% of the original permit fee to a maximum of:	\$191.45	exempt

## 2022 FEES AND CHARGES

### Schedule "D" to Bylaw No. 5181, 2021 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.)

	<u>Fees</u>	<u>Incl. 5% GST</u>
<b>Re-inspection Fees</b>		
Minimum fee	\$90.77	\$95.31
Per hour prorated in 15 minute intervals	\$107.86	\$113.26
Per hour prorated in 15 minute intervals for overtime hours	\$181.35	\$190.41
<b>Special Inspection Fees</b>		
Minimum fee	\$90.77	\$95.31
Per hour prorated in 15 minute intervals for regular hours	\$107.86	\$113.26
Per hour prorated in 15 minute intervals for overtime hours	\$181.35	\$190.41
<b>Permit Reactivation Fee</b>		
Minor Permits (Single Family, Two -Family)	\$200.00 (flat rate)	
Major Permits (Commercial, Multi-Family, Industrial, Institutional)	\$400.00 (flat rate)	
<b>Plumbing Permit Fees</b>		
<b>Plumbing System Permit Issuance Fee</b>		
<b>The minimum plumbing system permit fee is \$66.17. This fee includes two fixtures. Three or more additional fixtures will be charged as per the table below:</b>		
	<b>Fees</b>	
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)	\$30.44	each fixture
Oil and grease interceptors	\$66.17	per interceptors
Installation of new water lines to an existing building or replacement of an existing water service.	\$66.17	per 30 metres or part thereof
Installation of new underground drainage lines	\$66.17	per 30 metres or part thereof
Installation of new underground sanitary lines	\$66.17	per 30 metres or part thereof
Underground fire service lines	\$142.20	per 30 metres or part thereof
Fire sprinkler heads	\$6.20 \$2.11	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	\$48.34	per 10 metres piping or part thereof
Drainage lines, including backflow preventer, sump and sewer branch line	\$113.40	

**Note: Refunds**

Application Fee is non-refundable

50% of the full permit is eligible for refund on Permits Ready for issue, before construction is underway.

Initiated or completed construction/inspections are non-refundable, as well as permits past their expiration date.

**SCHEDULE "E" TO BYLAW NO. 5181, 2021**

**PARKS, RECREATION, CULTURE AND FACILITIES  
2022 FEES AND CHARGES**

# COQUITLAM PARKS, RECREATION, CULTURE AND FACILITIES

## Schedule E of the 2022 Fees & Charges Bylaw

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**ADMISSIONS**

**ONE PASS**

Valid at all facilities	<b>Single Visit</b>		<b>10 Visit Pass *</b>		<b>50 Visit Pass *</b>	
	<b>Discontinued as of Sep 1, 2021</b>					
	<b>2021</b>	<b>2022</b>	<b>2021</b>	<b>2022</b>	<b>2021</b>	<b>2022</b>
Child	\$3.19	\$3.29	\$25.52	\$26.29	\$119.63	N/A
Youth / Student	\$4.76	\$4.90	\$38.08	\$39.19	\$178.50	N/A
Adult	\$6.33	\$6.52	\$50.64	\$52.14	\$237.38	N/A
Senior	\$4.76	\$4.90	\$38.08	\$39.19	\$178.50	N/A
Super Senior	\$3.19	\$3.29	\$25.52	\$26.29	\$119.63	N/A
Parent & Tot (per person)	\$3.19	\$3.29	\$25.52	\$26.29	\$119.63	N/A

	<b>30 Day Pass</b>		<b>Monthly Continuous Pass **</b>		<b>365 Day Pass</b>	
	<b>Effective Sep 1, 2021</b>					
	<b>2021</b>	<b>2022</b>	<b>2021</b>	<b>2022</b>	<b>2021</b>	<b>2022</b>
Child	\$29.25	\$30.00	\$20.50	\$21.00	\$231.00	\$237.00
Youth / Student	\$44.00	\$45.25	\$30.75	\$31.50	\$346.00	\$356.00
Adult	\$58.75	\$60.50	\$41.25	\$42.50	\$462.00	\$475.00
Senior	\$44.00	\$45.25	\$30.75	\$31.50	\$346.00	\$356.00
Super Senior	\$29.25	\$30.00	\$20.50	\$21.00	\$231.00	\$237.00

	<b>120 Day Pass</b>	
	<b>Discontinued as of Sep 1, 2021</b>	
	<b>2021</b>	<b>2022</b>
Child	\$97.00	N/A
Youth / Student	\$145.00	N/A
Adult	\$193.00	N/A
Senior	\$145.00	N/A
Super Senior	\$97.00	N/A

\* A 2-year expiry term applies to 10 and 50 visit passes effective March 4, 2020. Passes purchased in advance of that time will have a 2-year expiry applied as of March 4, 2020.

\*\* A minimum three month commitment is required.

	<b>2021</b>	<b>2022</b>	
Summer Child & Youth Pass	\$20.00 *	\$20.00 *	Valid during designated time period
* includes taxes			

<b>ARENA RENTALS</b>	<b>Single Use</b>		<b>10 Pack</b>	
	<b>2021</b>	<b>2022</b>	<b>2021</b>	<b>2022</b>
Skate Rentals	\$3.29	\$3.38	\$26.33	\$27.05
Helmet Rentals	\$2.05	\$2.14	\$16.29	\$17.14
Skate Sharpening	\$5.24	\$5.38	\$41.81	\$43.05

- Skate and helmet rentals free of charge to children under 3
- Helmet rentals free of charge with skating lessons and to children 12 years and younger.
- Ice cleats provided free of charge to adults assisting children

Schedule E - Parks, Recreation and Culture Services

**MISCELLANEOUS**

	<u>2021</u>	<u>2022</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	\$3.19	\$3.29	per person @ designated times
Group rate	\$2.33	\$2.38	per person for organized groups of 20 or more 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**

	<b>Single Admission</b>	
	<u>2021</u>	<u>2022</u>
All Ages	\$2.00 *	\$2.00 *

\* includes taxes

**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%. A minimum surcharge of 5% will be applied, with 5% increments thereafter. A group's residency surcharge will be rounded to the nearest 5%. For Youth Community Groups, the surcharge will be limited to 10%.

**Schools K-12:** A Coquitlam based school for children from Kindergarten to Grade 12 and includes all School District 43 schools.

**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 rent 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, 2022 unless otherwise noted for a specific item.

**MISCELLANEOUS**

	<b><u>2021</u></b>	<b><u>2022</u></b>
Pavilion Photocopies	\$0.33	\$0.33
Administrative Fees:		
Refund Service Fee	\$4.76	\$4.76
Card Replacement	\$4.76	\$4.76
Pass Suspension	\$4.76	\$4.76

**FINANCIAL ASSISTANCE FOR RECREATION**

**Effective September 1, 2021:**

Participants on the Financial Assistance for Recreation Program will receive the following which are valid for 365 days from the day they are issued:

- a) 50 free drop in admissions; and
- b) \$225 credit towards admissions, passes or programs.

**Get Connected, Get Active: Discontinued as of September 1, 2021**

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

- a) Package A:
  - i. 50 free drop-in admissions per year; and
  - ii. 2 free programs per year; or
  - iii. 4 half-price programs 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>2021</u>	<u>2022</u>
Pavilion Annual Pass (50 to 89 years)	\$18.10	N/A
Pavilion Annual Pass (90 years & over)	\$0.00	N/A

**YOUTH CENTRE ANNUAL PASS**

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

	<u>2021</u>	<u>2022</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.

**RENTALS - AQUATICS**

**Poirier Sport & Leisure Complex**

	<u>25m Tank (6 lanes)</u>	
	<u>2021</u>	<u>2022</u>
Community Group	\$52.50	\$54.00
Private	\$133.50	\$137.00
Competitions (Community Group)	\$85.50	\$88.00
Commercial	\$184.50	\$188.00
Schools K-12	\$30.00	\$30.75
Scuba	\$38.25	\$39.25

**City Centre Aquatic Complex**

	<u>25m Tank (8 lanes)</u>		<u>50m Tank (8 lanes)</u>	
	<u>2021</u>	<u>2022</u>	<u>2021</u>	<u>2022</u>
Community Group	\$70.00	\$72.00	\$140.00	\$144.00
Private	\$178.00	\$183.00	\$356.00	\$366.00
Competitions (Community Group)	\$114.00	\$117.00	\$228.00	\$234.00
Commercial	\$246.00	\$253.00	\$492.00	\$506.00
Schools K-12	\$40.00	\$41.00	\$80.00	\$82.00
Scuba	\$51.00	\$52.50	\$102.00	\$105.00

**Outdoor Pools**

	<u>2021</u>	<u>2022</u>
Community Group	\$42.00	\$43.00
Private	\$160.80	\$165.00
Commercial	\$192.80	\$198.00
Schools K-12	\$32.00	\$33.00
Coquitlam Swim Club Rate	\$16.80	\$17.30

**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.

**RENTALS - ARENA**

**Ice Rentals:**

	Prime		Non-Prime		Tournament	
	2021	2022	2021	2022	2021	2022
Community Youth	\$104.00	\$107.00	\$90.00	\$92.00	\$92.00	\$95.00
Private	\$303.00	\$311.00	\$203.00	\$209.00	\$306.00	\$315.00
Daytime Community Adult	N/A	N/A	\$154.00	\$158.00	N/A	N/A

**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., except on Statutory Holidays
- 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.

**Ice Rentals - Schools K-12**

(8:00 a.m. - 4:00 p.m. weekdays when school in session)	2021	2022
Sports Centre or Planet Ice - per class	\$34.49	\$35.50
Safety Patrol - per hour	Full recovery of staff costs.	
School Instruction Rate - per instructor per hour	Full recovery of staff costs.	
Skate Rentals	\$2.48	\$2.52
Helmet Rentals	\$1.43	\$1.48

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

**Dry Floor Rentals**

	Prime		Non-Prime		Tournament	
	2021	2022	2021	2022	2021	2022
<b>Dry Floor: Sports</b>						
Community Youth Groups						
- Hourly Rental	\$44.50	\$45.75	\$42.50	\$43.75	\$44.50	\$45.75
Private						
- Hourly Rental	\$103.00	\$106.00	\$95.00	\$98.00		
- Tournament Hourly Rental	\$102.00	\$105.00	\$95.00	\$98.00		
- Daytime Community Adult	N/A	N/A	\$53.10	\$54.70		
Schools K-12						
(8:00 a.m. - 4:00 p.m. weekdays when school in session)						
- Hourly Rental	N/A	N/A	\$21.50	\$22.00		

**Notes:**

- Prime is 6:00 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., except on Statutory Holidays
- Short notice availabilities will be at the Daytime Community Adult rate.

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

**RENTALS - ARENA (continued)**

<b><u>Dry Floor: Shows / Special Events</u></b>		<b><u>Hourly Rate</u></b>	<b><u>Daily Rate</u></b>	<b><u>Damage Deposit</u></b>	<b><u>Set Up/Take Down (Hourly)</u></b>	<b><u>Daily Clean Up Fee</u></b>	
Community Groups:							
	Arena 2 & 3	<b>2021</b>	\$114.00	\$1,140.00	\$400.00	\$51.25	N/A
		<b>2022</b>	\$117.00	\$1,170.00	\$400.00	\$52.75	N/A
	Arena 1	<b>2021</b>	\$144.00	\$1,440.00	\$400.00	\$64.25	N/A
		<b>2022</b>	\$148.00	\$1,480.00	\$400.00	\$66.00	N/A
Private:							
	Arena 2 & 3	<b>2021</b>	\$157.00	\$1,570.00	\$600.00	\$71.75	\$354.50
		<b>2022</b>	\$161.00	\$1,610.00	\$600.00	\$73.75	\$365.00
	Arena 1	<b>2021</b>	\$196.00	\$1,960.00	\$600.00	\$89.75	\$442.50
		<b>2022</b>	\$201.00	\$2,010.00	\$600.00	\$92.25	\$455.00
Commercial:							
	Arena 2 & 3	<b>2021</b>	\$217.00	\$2,170.00	\$1,000.00	\$96.00	\$354.50
		<b>2022</b>	\$223.00	\$2,230.00	\$1,000.00	\$99.00	\$365.00
	Arena 1	<b>2021</b>	\$274.00	\$2,740.00	\$1,000.00	\$119.00	\$442.50
		<b>2022</b>	\$282.00	\$2,820.00	\$1,000.00	\$122.00	\$455.00

**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

**RENTALS - COVERED DRY FLOOR FACILITY**

<b><u>Rentals (Hourly)</u></b>	<b>Prime</b>		<b>Non-Prime</b>	
	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>
Community Youth	\$33.50	\$34.50	\$31.75	\$33.00
Pavilion Activity Groups	\$33.50	\$34.50	\$31.75	\$33.00
Daytime Community Adult	N/A	N/A	\$39.75	\$40.75
Private	\$77.75	\$80.00	\$71.25	\$73.50
Commercial	\$176.00	\$181.00	\$176.00	\$181.00
Schools K-12	N/A	N/A	\$16.25	\$16.75

- Prime is 6:00 p.m. – 10:30 p.m., Mon to Fri, and 8:00 a.m. to 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., except on Statutory Holidays
- Schools K-12 rates apply 8:00 a.m. - 4:00 p.m. weekdays when school in session

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

<b><u>Shows / Special Events</u></b>		<b><u>Hourly Rate</u></b>	<b><u>Daily Rate</u></b>	<b><u>Damage Deposit</u></b>	<b><u>Set Up/Take</u></b>	<b><u>Daily Clean Up</u></b>
					<b><u>Down</u></b> <b><u>(Hourly)</u></b>	<b><u>Fee</u></b>
Community Groups:	<b>2021</b>	\$86.00	\$860.00	\$400.00	\$51.25	N/A
	<b>2022</b>	\$88.50	\$885.00	\$400.00	\$52.69	N/A
Private:	<b>2021</b>	\$118.00	\$1,180.00	\$600.00	\$71.75	\$357.00
	<b>2022</b>	\$121.00	\$1,210.00	\$600.00	\$73.75	\$367.00
Commercial:	<b>2021</b>	\$163.00	\$1,630.00	\$600.00	\$96.00	\$357.00
	<b>2022</b>	\$121.00	\$1,210.00	\$600.00	\$99.00	\$367.00

**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.

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

**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)	
	2021	2022	2021	2022	2021	2022
Community	\$6.00	\$6.25	\$9.00	\$9.25	\$9.50	\$9.75
Private	\$27.25	\$28.00	\$35.50	\$36.50	\$38.50	\$39.50
Commercial	\$36.50	\$37.50	\$48.25	\$49.50	\$52.00	\$53.50

Room Capacity	Banquet Rooms (100 - 149 people)		Banquet Rooms (150 & more people)		Stand Alone Halls	
	2021	2022	2021	2022	2021	2022
Community	\$13.75	\$14.00	\$20.50	\$21.00	\$8.25	\$8.50
Private	\$89.00	\$91.50	\$136.00	\$140.00	\$88.00	\$90.50
Commercial	\$119.00	\$122.00	\$181.00	\$186.00	\$119.00	\$122.00

Gymnasium	Hourly fee	2021	2022
		Community	\$39.75
Private	\$155.00	\$159.00	
Commercial	\$238.00	\$245.00	

**RENTALS - GENERAL INDOOR (continued)**

<b><u>CITY HALL - Hourly Rate</u></b>	<b>Community</b>		<b>Private</b>	
	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>
Council Chambers	\$65.00	\$67.00	\$143.00	\$147.00
Council Committee Room	\$21.50	\$22.00	\$47.75	\$49.00
Room 111; Room 112	\$11.25	\$11.50	\$24.00	\$24.75

\*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**

Dogwood Pavilion: Green Room, Jean Thomas Lounge  
 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: Multipurpose Room 1, Multipurpose Room 2, Multipurpose Room 3  
 Burke Mountain Fire Hall Meeting Room  
 Dogwood Pavilion: Crafts Room, Boulevard Café, Dogwood Room, Cards Room, North View Room,  
 Glen Pine Pavilion: Corner Pocket, Lemon Tree Room, Lemon Tree Kitchen, The Studio, The Bistro, Green Room, Stage  
 Innovation Centre: Fraser Presentation Room  
 Mundy Park Field House: Multipurpose Room A, Multipurpose Room B  
 Pinetree Community Centre: Aerobics Room, Assessment Lab, 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**

City Centre Aquatic Complex: Multipurpose Room 1/2 combined  
 Glen Pine Pavilion: Lemon Tree Café, Great Room A, Great Room B  
 Mundy Park Field House: Multipurpose Room A/B combined  
 Pinetree Community Centre: Room 5/6 combined, Room 7/8 combined, Room 8/9 combined, Combatants  
 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  
 Glen Pine Pavilion: Great Room  
 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  
 Poirier Sport & Leisure Complex: Sports Hall of Fame

**Stand Alone Halls**

Scout Hall  
 Victoria Hall

**Servery:** 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.

**LIQUOR CLEAN-UP RATE ( LICENSED USE)**

All indoor rental facilities : 2021 \$41.00 2022 \$42.00 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.

**RENTALS - 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 &amp; Amenities</u>
Community - Youth (Note 1)	<b>2021</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<b>2022</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Community - Adult	<b>2021</b>	\$41.00	\$9.50	\$5.50	\$6.40	\$41.50
	<b>2022</b>	\$42.00	\$9.75	\$5.75	\$6.75	\$42.50
Private	<b>2021</b>	\$60.00	\$26.75	\$8.75	\$12.25	\$60.00
	<b>2022</b>	\$61.50	\$27.50	\$9.00	\$12.50	\$61.50
Commercial	<b>2021</b>	\$65.00	\$32.00	\$11.50	\$31.50	\$63.00
	<b>2022</b>	\$66.75	\$33.00	\$11.75	\$32.50	\$64.75
Schools K-12 (Note 2)	<b>2021</b>	\$19.75	\$4.50	\$2.60	\$3.10	\$20.50
	<b>2022</b>	\$20.25	\$4.75	\$2.75	\$3.20	\$21.00

**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:** For School District 43, rates apply to times not covered under the Master Joint Use Agreement.

**Youth Outdoor Event Fee**

	<u>2021</u>	<u>2022</u>
- per hour per field/court	\$3.60	\$3.70
- 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.

	<u>2021</u>	<u>2022</u>	
<b>Coquitlam Tennis Club* &amp; PoCoMo Pickleball Club*</b>	\$2.90	\$3.00	per hour per court
* includes club youth tournaments			

**RENTALS - SPORT FIELDS & OUTDOOR FACILITIES (continued)**

**Additional Charges**

- a. Youth Artificial Field Non-Use Fee**
- |                           |             |             |  |
|---------------------------|-------------|-------------|--|
|                           | <u>2021</u> | <u>2022</u> |  |
| - per hour per occurrence | \$27.25     | \$28.00     |  |
- 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**
- |   |             |             |          |
|---|-------------|-------------|----------|
|   | <u>2021</u> | <u>2022</u> |          |
| - Applies to all rentals except Community - Youth | \$2.90      | \$3.00      | 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

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

**h. Parking lot rental**                     \$       150.00

**PERCY PERRY STADIUM -- (Exclusive Use)**

	<b>2000 or Fewer Attendees</b>		<b>Over 2000 Attendees</b>	
	<u>2021</u>	<u>2022</u>	<u>2021</u>	<u>2022</u>
Community	\$76.00	\$78.00	\$130.00	\$134.00
Private	\$151.00	\$155.00	\$258.00	\$265.00
Commercial	\$204.00	\$210.00	\$341.00	\$350.00

- per hour with a 2 hour minimum
- Schools K-12 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>2021</u> | <u>2022</u> |
| - per event | \$164.00    | \$169.00    |

- d. Field, Track & Court Lighting**
- |   |             |             |          |
|---|-------------|-------------|----------|
|   | <u>2021</u> | <u>2022</u> |          |
| - Applies to all rentals except Community - Youth | \$3.00      | \$3.00      | 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



Schedule E - Parks, Recreation and Culture Services  
**RENTALS - SPORT FIELDS & OUTDOOR FACILITIES (continued)**

**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 Fee:**

- Full recovery of staff costs.

**c) Beer Gardens:**

	<u>2021</u>	<u>2022</u>
- Per licensed day	\$285.00	\$293.00

**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.

- Deposits will be doubled for events with a history of damaging sites or requiring unplanned staff support during the event.

**TOWN CENTRE PERFORMANCE PLAZA**

Attendance	Community		Private		Commercial	
	<u>2021</u>	<u>2022</u>	<u>2021</u>	<u>2022</u>	<u>2021</u>	<u>2022</u>
< 500 Attendees						
Hourly	\$54.75	\$56.00	\$68.50	\$70.00	\$82.50	\$85.00
Daily	\$439.00	\$451.00	\$550.00	\$565.00	\$661.00	\$680.00
500 to 999 Attendees						
Hourly	\$66.00	\$68.00	\$82.50	\$85.00	\$99.00	\$102.00
Daily	\$529.00	\$544.00	\$661.00	\$680.00	\$793.00	\$815.00
1000 >Attendees						
Hourly	\$77.00	\$79.00	\$96.00	\$99.00	\$116.00	\$119.00
Daily	\$639.00	\$657.00	\$798.00	\$820.00	\$958.00	\$985.00

**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>2021</u>	<u>2022</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.

- Deposits will be doubled for events with a history of damaging sites or requiring unplanned staff support during the event.

**RENTALS - SPORT FIELDS & OUTDOOR FACILITIES (continued)**

**TOWN CENTRE FESTIVAL LAWN**

The following daily rates shall apply to the use of the festival lawn:

	<b>Community</b>		<b>Private</b>		<b>Commercial</b>	
	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>
< 500 Attendees	\$132.00	\$136.00	\$267.00	\$274.00	\$400.00	\$411.00
500 to 999 Attendees	\$177.00	\$182.00	\$360.00	\$370.00	\$538.00	\$553.00
1000 >Attendees	\$360.00	\$370.00	\$718.00	\$738.00	\$1,076.00	\$1,106.00

**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**

	<b><u>2021</u></b>	<b><u>2022</u></b>
- Per licensed day	\$285.00	\$293.00

**d) Extra garbage/recycling receptacles (includes emptying)**

- Full cost recovery

**e) Damage/Booking Deposit**

	<b><u>2021</u></b>	<b><u>2022</u></b>
< 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.

- Deposits will be doubled for events with a history of damaging sites or requiring unplanned staff support during the event.

**LAWN BOWLING**

	<b><u>2021</u></b>	<b><u>2022</u></b>	
Community Organizations	\$23.75	\$24.50	per day
Private/Commercial	\$12.75	\$13.00	per hour
Club Rate	\$340.00	\$350.00	per month Apr 1 to Sep 30

**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

**CENTENNIAL ROSE GARDEN**

	<b><u>2021</u></b>	<b><u>2022</u></b>
Still photographs ( 2 hours)	\$78.00	\$80.00
Social, weddings or receptions (4 hours)	\$152.00	\$156.00

**PARK/FACILITY ACCESS KEYS/FOBS**

A \$10.00 refundable deposit is required for each key/fob issued. Fee refundable upon return of key/fob.

**TREE MANAGEMENT**

**TREE CUTTING PERMIT FEES**

	<b><u>2021</u></b>	<b><u>2022</u></b>
A Tree Cutting Permit where no supplemental documentation, planning or plan checking is required.	\$60.00	\$62.00
A Tree Cutting Permit where supplemental documentation, planning or plan checking is required.	\$302.00	\$310.00

**TREE REPLACEMENT INSPECTION FEES**

	<b><u>2021</u></b>	<b><u>2022</u></b>
Initial inspection fee for tree replacement required under the Zoning Bylaw in Northeast Coquitlam.	\$132.00	\$136.00
Re-inspection fee for tree replacement required under the Zoning Bylaw in Northeast Coquitlam.	\$264.00	\$271.00

**BOULEVARD TREE REPLACEMENT FEE**

	<b><u>2021</u></b>	<b><u>2022</u></b>
Fee to replace a boulevard tree the City allowed to be removed in relation to work carried out on an adjacent private property.	\$580.00	\$596.00

**SCHEDULE "F" TO BYLAW NO. 5181, 2021**

**ENGINEERING & PUBLIC WORKS DEPARTMENT**

**2022 FEES AND CHARGES**

**Schedule "F" to Bylaw No. 5181, 2021**

**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 & Digital Products)**

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Single copy	(Photocopy 11"x17")	Customer Service Section	2.07	2.17
Single copy	(Photocopy 8.5"x11")	Customer Service Section	1.30	1.36
Scanned Copy		Customer Service Section	9.31	9.78
Service Connection Record	Not to Scale	Customer Service Section	2.07	2.17
As-constructed or technical drawings	Not to Scale	Customer Service Section	4.14	4.35
Cadastral/Address Map Book	Black & White	Customer Service Section	41.43	43.5
Street Map / Watercourse Street Map	11" x 17" Colour	Customer Service Section	5.17	5.43
Street Map / Watercourse Street Map	33" x 44" Colour	Customer Service Section	12.44	13.06
Truck Route Map	11"x17", Colour	Customer Service Section	5.17	\$5.43
Map (hard copy - various)	33"x 44" , 24"x36" Colour	Customer Service Section	12.44	13.06
Map (hard copy - various)	11"x17", Colour	Customer Service Section	5.17	\$5.43
Supplementary Specifications and Detailed drawings to MMCD 2000 Edition	1 manual	Customer Service Section	63.18	66.34
Custom Map Products / Data Preparation	Labour hourly rate	Mapping Section	44.53	46.76

**Engineering & Public Works - Drainage Utility Services and Products**

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Install new culvert (or equal) for driveways in road or lane R.O.W.	Min length: 3.0m  Installed to grade: concrete bag headwalls  300mm diameter (minimum)  Greater than 300mm diameter	Road and lanes w/surface ditches: culverts are normally needed for driveways and sidewalk access; during working hours, apply at Customer Service Section.	\$850.00 per m  Estimate Required	\$892.50 per m  Estimate +5% GST
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	\$9,950.00	\$10,447.50
Install drainage inspection chamber	Install new inspection chamber on existing connections; inspect existing connection of sewer service connection line from main to private sewer line	Application made at Customer Service.	\$3,500.00	\$3,675.00

**Schedule "F" to Bylaw No. 5181, 2021**

**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**

<b>SERVICE/PRODUCT DESCRIPTION</b>	<b>SPECIFICATION STANDARD</b>	<b>AVAILABILITY</b>	<b>FEE</b>	<b>FEE INCL. 5% GST</b>
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	\$975.00	\$1,023.75
Renew drainage service	Renew drainage service for existing services not constructed of PVC pipe.		\$8,950.00	\$9,397.50
Permanent Cap of Drainage service.	Disconnect service and cap connection pipe at main	Application made at demolition permit and/or at Customer Service Section.	\$3,700.00	\$3,885.00
Temporary Cap of drainage service.	Disconnect storm sewer service at property line and provide a temp cap and inspection chamber.	Application made at demolition permit and/or at Customer Service Section.	\$2,700.00	\$2,835.00

**Engineering & Public Works - Sanitary Utility Services and Products**

<b>SERVICE/PRODUCT DESCRIPTION</b>	<b>SPECIFICATION STANDARD</b>	<b>AVAILABILITY</b>	<b>FEE</b>	<b>FEE INCL. 5% GST</b>
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") 150 mm dia. Pvc (6")	Depends on building use Depends on building use	\$9,950.00 \$9,950.00	\$10,447.50 \$10,447.50
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	\$3,700.00	\$3,885.00
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	\$2,700.00	\$2,835.00
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.	\$3,500.00	\$3,675.00

**Schedule "F" to Bylaw No. 5181, 2021**

**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**

<b>SERVICE/PRODUCT DESCRIPTION</b>	<b>SPECIFICATION STANDARD</b>	<b>AVAILABILITY</b>	<b>FEE</b>	<b>FEE INCL. 5% GST</b>
Field locate existing sewer service.	Check record location measure infield, dig to exposure protect against damage.	During working hours, apply at Customer Service	\$975.00	\$1,023.75
Renew Sewer Connection	Renew sewer connection for connections not constructed of PVC pipe		\$8,950.00	\$9,397.50
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	\$250.00 \$85.00 \$415.00 \$140.00	\$262.50 \$89.25 \$435.75 \$147.00
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	\$1,035.00 \$345.00 \$1,195.00 \$400.00	\$1,086.75 \$362.25 \$1,254.75 \$420.00

**Schedule "F" to Bylaw No. 5181, 2021**

**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	\$6,000.00	\$6,300.00
	25mm diameter copper c/w valve	Residential	\$6,500.00	\$6,825.00
	38mm diameter copper c/w valve	Residential/Commercial/ Metered	\$8,750.00	\$9,187.50
	50mm diameter copper c/w valve	Residential/Commercial/ Metered	\$8,950.00	\$9,397.50
Renewal of service with Temporary Cap at Property Line	19mm diameter copper c/w valve	Residential	\$4,850.00	\$5,092.50
Install meter and box at PL	19mm meter & box		\$2,010.00	\$2,110.50
	25mm meter & box		\$2,010.00	\$2,110.50
	38mm meter & box		\$3,300.00	\$3,465.00
	50mm meter & box		\$3,650.00	\$3,832.50
Temporarily Cap of Water Services for services up to 50 mm	Disconnect water service at PL & mark location and inspect service	Application made at demolition permit and/or at Customer Service Section.	\$1,750.00	\$1,837.50
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	\$3,700.00	\$3,885.00
			per service	per service

**Schedule "F" to Bylaw No. 5181, 2021**

**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**

<b>SERVICE/PRODUCT DESCRIPTION</b>	<b>SPECIFICATION STANDARD</b>	<b>AVAILABILITY</b>	<b>FEE</b>	<b>FEE INCL 5% GST</b>
Water valve shut off and opening	Shut off water supply valve at property line for repair and restore service after complete. A service locate fee may apply where water service is not readily accessible.	During working hours, apply at Customer Service Section.	\$275.00 per trip	\$288.75 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.	\$1,250.00	\$1,312.50
New Service Box	Replace damaged or missing valve	During working hours, apply at Customer Service Section.	\$1,450.00	\$1,522.50
Hydrant Use permit		Apply at Customer Service	\$225.00	Exempt
Water Use charge	In conjunction with a hydrant use permit	Apply at Customer Service	\$25.00 per day	Exempt
Scheduled Water Main Shutdown	To be prepaid	Customer Service Section	\$755.00	\$792.75

**Engineering & Public Works - Transportation Infrastructure Services and Products**

<b>SERVICE/PRODUCT DESCRIPTION</b>	<b>SPECIFICATION STANDARD</b>	<b>AVAILABILITY</b>	<b>FEE</b>	<b>FEE INCL. 5% GST</b>
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

**Schedule "F" to Bylaw No. 5181, 2021**

**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**

<b>SERVICE/PRODUCT DESCRIPTION</b>	<b>SPECIFICATION STANDARD</b>	<b>AVAILABILITY</b>	<b>FEE</b>	<b>FEE INCL. 5% GST</b>
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	\$290.00 per sign	\$304.50 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 <i>or temporary</i> standard	Install and remove temporary signs on streetlight poles or existing standards	Required for construction, parades, etc.; requires written approval	\$39 per sign + \$120.00 application fee	\$40.95 per sign + \$126.00 application fee
Hooding parking regulatory signs	Install <i>and remove</i> hoods over existing parking signs	Required for construction, parades, etc.; requires written approval	\$35.00 per sign + \$58.00 application fee	\$36.75 per sign + \$60.90 application fee
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	2 Person Crew Regular \$115/hr Overtime \$205/hr. Application Fee \$232	2 Person Crew \$120.75/hr. \$215.25/hr. \$243.60

**Schedule "F" to Bylaw No. 5181, 2021**

**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
Modification of Traffic Signals	Put Signal into red flash and return it to normal operation	Application made to Customer Service Section	\$175 (includes \$75 lane closure fee)	183.75 per day
	Turn Signal off and return it to normal operation	Application made to Customer Service Section	\$175 (includes \$75 lane closure fee)	183.75 per day
	Manipulate signal timing plan or manipulate detection	Application made to Customer Service Section	\$350 (includes \$75 lane closure fee)	367.5 per application
Pavement cut restoration fee	Applicable to all pavement cuts. Initial repair by applicant.	Application made to Customer Service Section	\$85.85 per sq.m. Minimum charge \$300	\$90.14 per sq.m. Minimum charge \$315
Road cut degradation fee	Applicable to all road cuts. Road cuts done in advance of the City's road paving program are exempt. Pavement restoration done to the full lane width is exempt. All exemptions are at the discretion of the General Manager of Engineering and Public Works.	Application made to Customer Service Section	\$13 per sq. m.	\$13.65 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	\$78.75
			per house where improvements greater than \$50,000	
			plus an additional of \$125.00 per house, where disruption of soil is anticipated.	131.25
			\$150.00	\$157.50
			for all buildings larger than a single or 2-family house	
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. 5181, 2021**

**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 licensing	\$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. 5181, 2021**

**ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES**

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

<b>SERVICE/PRODUCT DESCRIPTION</b>	<b>SPECIFICATION STANDARD</b>	<b>AVAILABILITY</b>	<b>FEE</b>	<b>FEE INCL. 5% GST</b>
Noise Bylaw Exemption Permit	Permit for an exemption to the noise bylaw to perform work before 7:00 a.m. or after 8:00 p.m. Monday to Friday, or before 9:00 a.m. or after 6:00 p.m. on Saturday, or anytime Sunday, or anytime on a Statutory Holiday.	Apply through Engineering Administration; requires written approval	\$50 per day if application received more than 5 business days before start of proposed event \$100 per day if application received less than 5 business days before start of proposed event	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	\$150 per day if application received more than 5 business days before start of proposed event  \$250 per day if application received less than 5 business days before start of proposed event  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	exempt

**Schedule "F" to Bylaw No. 5181, 2021**

**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
Single Trip Oversize or Overweight 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	exempt
Annual Oversize or Overweight Permit Fee	Maximum 12 trips per year. Prior notification to City required.	Application available on City Web site or through Engineering Customer Service	\$300.00	exempt
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	\$450.00	\$472.50
		Regular Time Each Addn Hour	\$150.00	\$157.50
		Overtime Minimum	\$620.00	\$651.00
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	\$810.00	\$850.50
		Regular Time Each Addn Hour	\$270.00	\$283.50
		Overtime Minimum	\$965.00	\$1,013.25
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	\$505.00	\$530.25
		Regular Time Each Addn Hour	\$170.00	\$178.50
		Overtime Minimum	\$815.00	\$855.75
		Overtime Each Addn Hour	\$275.00	\$288.75

**Schedule "F" to Bylaw No. 5181, 2021**

**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)**

<b>SERVICE/PRODUCT DESCRIPTION</b>	<b>SPECIFICATION STANDARD</b>	<b>AVAILABILITY</b>	<b>FEE</b> See Note 1
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)
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	(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.

**Schedule "F" to Bylaw No. 5181, 2021**

**ENGINEERING & PUBLIC WORKS DEPARTMENT FEES AND CHARGES**

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

**Engineering & Public Works - Environmental Services**

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Watercourse Protection Development Permit (See Note 2)			\$1,650.00	exempt
Amendment fee for Watercourse Protection Development Permit			\$590.00	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 & Public Works - Drinking Water Conservation Plan Fees**

Specification Standard	Fee
Single Family or Duplex Residential	\$37.50
Townhouse Developments	\$37.50 per townhouse to a maximum fee of \$150.00
Apartment Complexes	\$37.50 per apartment to a maximum fee of \$150.00
Commercial Property	\$150.00
Industrial Property	\$150.00
Institutional Property	\$150.00

**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. 5181, 2021**

**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**

<b>SERVICE/PRODUCT DESCRIPTION</b>	<b>SPECIFICATION STANDARD</b>	<b>AVAILABILITY</b>	<b>ANNUAL PERMIT FEE</b>	<b>FEE INCL. 5% GST</b>
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. 5181, 2021**

**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<sup>1</sup>**

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	ANNUAL	FEE INCL.
<b>Roadworks</b>			
Road	8.5m width, typical	\$365 per m.	exempt
Curb and Gutter	MMCD C5, typical	\$205 per m.	exempt
Sidewalk	1.5m width, typical	\$127 per m.	exempt
Driveway Letdown	4.5m to 6m width	\$2790 each	exempt
Boulevard	2.2m curb to sidewalk, typical	\$205 per m.	exempt
Trees	As specified by Parks, Recreation Culture & Facilities Department	\$145 per m.	exempt
Street Lighting	LED typical	\$260 per m.	exempt
<b>Service Connections Installed as part of Frontage Works projects</b>			
Storm Service Connection	150mm diameter	\$4,660 each	exempt
Sanitary Service Connection	100mm diameter	\$4,340 each	exempt
Sanitary Service Connection	150mm diameter	\$4,340 each	exempt
Water Service Connection	19mm diameter	\$4,250 each	exempt
Water Service Connection	38mm diameter	\$4185 each	exempt
<b>Laneworks</b>			
Asphalt Lane	3.7m width	\$160 per m.	exempt
Rollover Curb	MMCD C4 typical	\$150 per m.	exempt
Gravel Shoulder		\$25 per m.	exempt
Drainage	Culvert and catch basins	\$300 per m.	exempt

Note: <sup>1</sup> 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: <sup>2</sup> These fees are recalculated each year and are similarly applied to works completed and works yet to be completed.

**Schedule "F" to Bylaw No. 5181, 2021**

**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 - Electric Vehicle Charging Stations**

SERVICE/PRODUCT	SPECIFICATION STANDARD	AVAILABILITY	FEE
Hourly fees to charge electric vehicles at public charging stations	Fees payable at City-owned electric vehicle charging stations 24 hours a day.	Payment made at station on site	\$1/hour for initial 2 hour period followed by \$5/hour for any portion of an hour thereafter

\*Note: charging fee includes GST

**Traffic Camera Video Clip - Search and Release** <sup>\*Refer to Notes 1,2 & 3</sup>

SERVICE/PRODUCT DESCRIPTION	SPECIFICATION STANDARD	AVAILABILITY	FEE	FEE INCL. 5% GST
Traffic Camera Video Clip	Initial Search	Requests must be in writing and will be reviewed for any privacy concerns before release	\$80 for the initial search, less than 1 hour in duration	Plus GST
			\$80 per hour for each additional hour	Plus GST
Video Footage	15 minute increments of Video footage	File will be provided in M4V format	\$65 for up to 15 minutes of video	Plus GST
			\$65 for every for every additional 15 minutes of video footage provided to the requester	Plus GST

**Note 1:** In exceptional cases that require substantial staff time the actual cost will be charged

**Note 2:** Police agencies are exempt from Traffic Camera Video fees

**Note 3:** File will be provided in M4V format. City staff do not provide technical support.

**SCHEDULE "G" TO BYLAW NO. 5181, 2021**

**FIRE/RESCUE DEPARTMENT  
2022 FEES AND CHARGES**

**Schedule "G" to Bylaw No. 5181, 2021  
FIRE/RESCUE DEPARTMENT FEES AND CHARGES**

The following fees and charges apply to the services indicated:

<b>Section Reference</b>	<b>Description of service for which fees charged</b>	<b>Fee</b>	<b>Inc. GST 5%</b>	
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	\$ 105.00	\$ 110.25	per permit
	c) Pyrotechnics	\$ 105.00	\$ 110.25	per permit
11	Use of Fire Training Facilities, equipment and grounds	Current rates for personnel, equipment, consumables and administration plus overhead plus GST, one hour minimum		
11.1	Minimum Fee	\$ 84.00	\$ 88.20	
	Fire Inspection, regular working hours, prorated in 15 minute intervals	\$ 102.00	\$ 107.10	per hour, per inspector
	Fire inspection, after hours, prorated in 15 minute intervals	\$ 153.00	\$ 160.65	per hour, per inspector
11.2	Minimum Fee	\$ 84.00	\$ 88.20	
	Fire Inspection, regular working hours, prorated in 15 minute intervals	\$ 102.00	\$ 107.10	per hour, per inspector
	Fire inspection, after hours, prorated in 15 minute intervals	\$ 153.00	\$ 160.65	per hour, per inspector
	Comfort letter, per building, first hour	\$ 105.00	\$ 110.25	per letter
	Comfort letter, per building, subsequent hours, or part thereof, prorated in 15 minute intervals	\$ 102.00	\$ 107.10	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	\$ 142.00	\$ 149.10	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	\$ 84.00	\$ 88.20	
	Fire Inspection, regular working hours, prorated in 15 minute intervals	\$ 102.00	\$ 107.10	per hour, per inspector
	Fire Inspection, after hours, prorated in 15 minute intervals	\$ 153.00	\$ 160.65	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 and/or Pyrotechnics incident response	Current rates for personnel and equipment plus overhead plus GST, one hour minimum		
	Fire Filming Fees:			
	Fire Pumper Truck hourly standby fee	\$ 705.00	\$ 740.25	per hour, with 3 hour minimum

**Schedule "G" to Bylaw No. 5181, 2021  
FIRE/RESCUE DEPARTMENT FEES AND CHARGES**

The following fees and charges apply to the services indicated:

<b>Section Reference</b>	<b>Description of service for which fees charged</b>	<b>Fee</b>	<b>Inc. GST 5%</b>	
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	\$ 42.00	\$ 44.10	per person
	(b) Training Grounds, regular working hours	\$ 22.00	\$ 23.10	per person
	(c) Training Grounds, after hours	\$ 42.00	\$ 44.10	per person
11.10	Minimum fee	\$ 84.00	\$ 88.20	
	Fire Inspection, regular working hours, prorated in 15 minute intervals	\$ 102.00	\$ 107.10	per hour, per inspector
	Fire inspection, after hours, prorated in 15 minute intervals	\$ 153.00	\$ 160.65	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	\$ 185.00	exempt	per event
	(b) second excessive false fire alarm	\$ 250.00	exempt	per event
	(c) third and subsequent excessive false fire alarms	\$ 370.00	exempt	per event
13.3	Standby fee when Contact Person fails to arrive within 45 minutes of notification	\$ 310.00	\$ 325.50	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	\$ 310.00	\$ 325.50	per plan
	(b) All other buildings (less than 7 storeys) Fire Safety Plan review and approval	\$ 155.00	\$ 162.75	per plan
	(c) Construction Fire Safety Plan review & approval	\$ 155.00	\$ 162.75	per plan
	(d) amendment to Fire Safety Plan review & approval	\$ 105.00	\$ 110.25	per amendment
17.9	Install lock box cover	\$ 25.00	\$ 26.25	per cover

**SCHEDULE "H" TO BYLAW NO. 5181, 2021**

**FALSE SECURITY ALARMS  
2022 FEES AND CHARGES**

## **Schedule "H" to Bylaw No. 5181, 2021**

### 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. 5181, 2021**

**ANIMAL SERVICES & GENERAL BYLAW FEES  
2022 FEES AND CHARGES**

# SCHEDULE "I" TO BYLAW NO. 5181, 2021

## ANIMAL SERVICES & GENERAL BYLAW FEES 2022 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	\$	56.00
(ii) second impoundment	\$	90.00
(iii) third impoundment	\$	145.00
(iv) fourth impoundment	\$	300.00
(v) all subsequent impoundments	\$	400.00

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

(i) first impoundment	\$	110.00
(ii) second impoundment	\$	165.00
(iii) third impoundment	\$	220.00
(iv) all subsequent impoundments	\$	390.00

(c) for an aggressive dog whether licensed or unlicensed

(i) first impoundment	\$	200.00
(ii) second impoundment	\$	223.00
(iii) third and all subsequent impoundment	\$	556.00

(d) for a vicious dog whether licensed or unlicensed

(i) first impoundment	\$	360.00
(ii) second impoundment	\$	779.00
(iii) third and all subsequent impoundment	\$	1,730.00

(e) for any cat or livestock

(i) first impoundment	\$	58.00
(ii) second impoundment	\$	65.00
(iii) third and all subsequent impoundment	\$	126.00

(f) for small animals (rats, rabbit, etc).

(i) first impoundment	\$	25.00
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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. 5181, 2021

### ANIMAL SERVICES & GENERAL BYLAW FEES 2022 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	\$ 17.00
(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	\$ 11.00
(d) for a aggressive dog	\$ 26.00
(e) for a vicious dog	\$ 37.00
(f) for a Sec 49 dangerous dog	\$ 50.00 maximum of \$600

3. The following disposition charges for pathological waste will apply

(a) for the disposal by an Owner of each animal	drop-off	\$ 42.00
	pick up	\$ 68.00
(b) for all disposals of pathological wastes, including the dead bodies of any animals	\$.95 per pound with a minimum charge of \$9.50 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	\$ 57.00
(b) spayed or neutered dogs	\$ 28.00
(c) Aggressive unspayed or unneutered dogs	\$ 85.00
(d) Aggressive spayed or neutered dogs	\$ 40.00
(e) Vicious unspayed or unneutered dogs	\$ 120.00
(f) Vicious spayed or neutered dogs	\$ 75.00
(c) special needs assistant dogs	Nil

2. For licences applied for after February 1st a \$17.00 late payment charge will be assessed in addition to the 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. 5181, 2021

## ANIMAL SERVICES & GENERAL BYLAW FEES 2022 FEES AND CHARGES

### Kennel Licence Fees

per year \$ 436.00

### Adoption Fees

(a) mature dogs	\$	200.00
(b) puppies	\$	250.00
(c) mature cats	\$	135.00
(d) kittens	\$	165.00
(e) rabbits	\$	54.00
(f) budgies, finches, canary, dove and other small birds	\$	29.00
(g) cockatiel, lovebirds, paralets and other medium size birds	\$	58.00
(h) rodents	\$	23.00
(i) other animals and birds		market value
(j) bonded pair of animals (applicable to each of "a" to "h")		50% of the regular fee
(k) senior/special needs animals (applicable to each of "a" to "h")		50% of the regular fee

### Private Boarding

per day \$ 28.00

### RCMP/PoMo Police Service Fee

animal needs to be impounded on behalf of the police \$ 63.00

### Return of Impounded Sign

fee per sign \$ 25.00

### Amplified Noise Permit

\$ 100.00

### Owner Surrender

	\$	100.00
Small animal	\$	20.00

**SCHEDULE "J" TO BYLAW NO. 5181, 2021**

**FILMING FEES AND CHARGES  
2022 FEES AND CHARGES**

# SCHEDULE "J" TO BYLAW NO. 5181, 2021

## FILMING FEES AND CHARGES 2022 FEES AND CHARGES

**\*\*All productions are required to obtain a film permit whether on private or public lands within the City of Coquitlam\*\***

RCMP related costs (see schedule "C" to the current bylaw)  
Operations related costs (see schedule "F" to the current bylaw)  
Fire Department related costs (see schedule "G" to the current bylaw)  
Parks, Recreation & Culture (see schedule "E" to the current bylaw)

### 2022 FEES

<b>Permits</b>	
Business Licence	Refer to Schedule K - Business Licences
Film Permit	\$225.00
Additional Film Permit Multiple Locations	\$100.00
Fire Hydrant Permit	Refer to Schedule F - Operations
Noise Exemption Permit	Refer to Schedule F - Operations
Pyrotechnics Permit	Refer to Schedule G - Fire
Street Use Permit	Refer to Schedule F - Operations
<b>Location Fees</b>	
Main Arterial Route (closure for location)	\$1000.00 per day
Destination Park*	\$800 per day
All Other Parks	\$600 per day
Prep, Wrap & Hold Days	50% of location fee per day
Use of Civic Facilities	Refer to Schedule E - PRC
<b>Local Roads &amp; Parking</b>	
City Block Parking	\$150 per block per day
City Lot Parking (rates vary for metered parking lots)	\$500 per day
Gravel Road Use	\$500 per day
Signage	Refer to Schedule F - Operations
<b>Administration Fees</b>	
Film Office Administration	15% of total fees charged
<b>Damage Deposit</b>	
Varies depending on scope of work, including but not limited to.	Rates vary inquire within
<b>Other Fees</b>	
Film Liaison/hr (site monitoring)	\$80.00
Municipal Staff/hr	\$100.00
Fire Truck & Staff	Refer to Schedule G - Fire
RCMP (scheduling included)	Refer to Schedule C - RCMP

\*Destination Parks - Blue Mountain Park, Como Lake, Coquitlam Crunch, Mackin Park, Mundy Park, Town Centre Park, Upper Coquitlam River Park

**SCHEDULE "K" TO BYLAW NO. 5181, 2021**  
**2022 BUSINESS LICENCE FEES**

## SCHEDULE "K" TO BYLAW NO. 5181, 2021

### 2022 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	
<b>A. Level One</b>	
<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	\$ 87
(b) personal grooming services	
<ul style="list-style-type: none"> <li>• 1<sup>st</sup> employee</li> </ul>	\$87, plus
<ul style="list-style-type: none"> <li>• each additional employee</li> </ul>	\$25
<b>B. Level Two</b>	
<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	\$164
<b>C. Level Three</b>	
<i>Includes but is not limited to: equipment/personal property rentals ; residential building management; professionals</i>	
(a) general	\$215
(b) professionals	
<ul style="list-style-type: none"> <li>• 1<sup>st</sup> professional</li> </ul>	\$215, plus
<ul style="list-style-type: none"> <li>• each additional professional (up to total of 30)</li> </ul>	\$25.00
<i>to a maximum</i>	\$940
PART 2: FINANCIAL INSTITUTIONS	
(a) general	\$1,537

## SCHEDULE "K" TO BYLAW NO. 5181, 2021

### 2022 BUSINESS LICENCE FEES

<b>PART 3: INDUSTRIAL SERVICES</b>
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<b>A. General</b>	
<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	\$307
<b>B. Contractors</b>	
(a) with commercial office in City	
• 1 <sup>st</sup> employee	\$164, plus
• each additional employee (up to total of 30)	\$25
<i>to a maximum</i>	<i>\$889</i>
(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
<b>C. Manufacturer</b>	
(a) general	
• 1 <sup>st</sup> employee	\$164, plus
• each additional employee (up to total of 30)	\$25.00
<i>to a maximum</i>	<i>\$889</i>
<b>D. Warehouse</b>	
(a) general	
• up to 200 m <sup>2</sup> of floor space	\$164, plus
• for each 100 m <sup>2</sup> of floor space in excess of 200 m <sup>2</sup> (up to total of 12,000 m <sup>2</sup> )	\$31
<i>to a maximum</i>	<i>\$3,854</i>

<b>PART 4: SALES</b>
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<i>Includes but is not limited to: retail, wholesale, vehicle sales (including boat and RV), restaurants</i>	
(a) general	
• up to 30 m <sup>2</sup> indoor floor space	\$87 plus
• each additional 10 m <sup>2</sup> indoor floor space (up to 2,000 m <sup>2</sup> )	\$17, plus
• each 10 m <sup>2</sup> outdoor space (up to 500 m <sup>2</sup> )	\$6
<i>to a maximum</i>	<i>\$4,001</i>
(b) food take-out/delivery (up to 30 m <sup>2</sup> )	\$87
(c) direct seller (per seller)	\$164
(d) liquor add-on for businesses holding a Provincial liquor licence	\$103

## SCHEDULE "K" TO BYLAW NO. 5181, 2021

### 2022 BUSINESS LICENCE FEES

<b>PART 5: RECREATION &amp; ENTERTAINMENT</b>
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(a) bowling alley; billiard hall	
• each lane or table	\$67
(b) casino	\$3,177.00
(c) circus/show/carnival	
• base rate	\$433, 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	\$164
• facility with up to 100 m <sup>2</sup> floor space accessible to public	\$164, plus
each additional 1,000 m <sup>2</sup> floor space accessible to public	\$31
(e) golf course	\$432
(f) theatre; concert hall	
• each seat	\$1

<b>PART 6: RENTALS</b>
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(a) living unit rental	
• each hotel or motel room (no kitchen)	\$11
• each studio 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) mobile home park	
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. 5181, 2021

### 2022 BUSINESS LICENCE FEES

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

PART 8: PORTABLE VENDING BUSINESSES AND SPECIAL EVENTS	
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Mobile Vendor	\$145.00
Street Vendor operating a Street Vending Cart on Private Property	
(a) Annual Licence	\$95.00
(a) One Day Licence	\$15.00
Street Vendor operating a Street Vending Vehicle on Private Property	
(a) Annual Licence	\$110.00
(a) One Day Licence	\$15.00
Street Vendor operating a Street Vending Cart on City Property	\$1,000.00
Street Vendor operating a Street Vending Vehicle on City Property	\$1,000.00 plus lost parking revenues, if any
Special Event	\$75.00 plus \$15.00 for each vendor stall unless that vendor is already licensed by the City as a portable vendor

PART 9: MISCELLANEOUS FEES	
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(a) automatic vending machine	
• each machine (up to 150)	\$25
<i>to a maximum</i>	\$3,708
(b) ATM	
each machine (excluding ATMs located within a financial institution)	\$83

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. 5181, 2021**

**2022 VEHICLE FOR HIRE FEES**

## SCHEDULE "L" TO BYLAW NO. 5181, 2021

### **VEHICLE FOR HIRE 2022 FEES AND CHARGES**

<b>CATEGORY</b>	<b>ANNUAL LICENCE FEE</b>
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

**SCHEDULE "M" TO BYLAW NO. 5181, 2021**

**CEMETERY SERVICE FEES  
2022 FEES AND CHARGES**

## SCHEDULE "M" TO BYLAW NO. 5181, 2021

### 2022 CEMETERY SERVICE FEES

Item	2021 Fee	Percentage of Fee going into Perpetual Care Fund	2022 Fee
<b>Full Burial Right of Interment</b>			
Double depth lawn crypt/headstone - full caskets - Resident	\$14,455.50	25%	\$14,860.00
Double depth lawn crypt/headstone - full caskets - Former	\$21,684.00	25%	\$22,290.00
Double depth lawn crypt-full caskets - Resident	\$9,442.50	25%	\$9,705.00
Double depth lawn crypt-full caskets - Former	\$14,119.50	25%	\$14,515.00
Traditional single burial lot - full casket - Resident	\$7,378.50	25%	\$7,585.00
Traditional single burial lot - full casket - Former	\$11,139.00	25%	\$11,450.00
Green Burial with marker - resident	\$9,442.50	25%	\$9,705.00
Green Burial with marker - former resident	\$14,119.50	25%	\$14,515.00
Tiered Green Burial with common marker - resident	\$3,147.50	25%	\$3,235.00
Tiered Green Burial with common marker - former resident	\$4,706.50	25%	\$4,840.00
Children's plot - traditional	\$542.00	25%	\$557.00
<b>Cremation Right of Interment</b>			
Cremation in Ground with Wall Marker - resident	\$3,198.15	25%	\$3,290.00
Cremation in Ground with Wall Marker - former resident	\$3,997.69	25%	\$4,110.00
Cremation in Ground with Wall Marker - non resident	\$4,797.23	25%	\$4,930.00
Granite Wall Niche (Single, 2 Urns) - resident	\$3,594.90	10%	\$3,695.00
Granite Wall Niche (Single, 2 Urns) - former resident	\$4,493.63	10%	\$4,620.00
Granite Wall Niche (Single, 2 Urns) - non resident	\$5,392.35	10%	\$5,545.00
*Granite Wall Niche (Side by Side, 4 Urns)	\$5,439.00	10%	\$5,590.00
Cremation plot (traditional lawn plot) - resident	\$1,863.00	25%	\$1,915.00
Cremation plot (traditional lawn plot) - former resident	\$2,328.75	25%	\$2,395.00
Cremation plot (traditional lawn plot)- non resident	\$2,794.50	25%	\$2,875.00
Boulder Memorial - cremation plot - resident	\$3,198.00	25%	\$3,290.00
Boulder Memorial - cremation plot - former resident	\$3,997.50	25%	\$4,110.00
Boulder Memorial - cremation plot - non resident	\$4,797.00	25%	\$4,930.00
Children's plot - any option above ground	\$542.00	10%	\$557.00
Children's plot - any option below ground	\$542.00	25%	\$557.00
Family Cremation Estate with Tree - 8 urns - resident	\$25,585.20	25%	\$26,300.00
Family Cremation Estate with Tree - 8 urns - former resident	\$31,981.50	25%	\$32,875.00
Family Cremation Estate with Tree - 8 urns - non resident	\$38,377.80	25%	\$39,450.00
Family Cremation Estate with Tree - 6 urns - resident	\$19,188.90	25%	\$19,725.00
Family Cremation Estate with Tree - 6 urns - former resident	\$23,986.13	25%	\$24,660.00
Family Cremation Estate with Tree - 6 urns - non resident	\$28,783.35	25%	\$29,590.00
*Family Cremation Estate - 16 Urns	\$9,463.00		\$9,730.00
*Boulder Niche Cremation Plot	\$2,233.00		\$2,295.00

Item	2021 Fee	Percentage of Fee going into Perpetual Care Fund	2022 Fee
<b>Interment Permits</b>			
Interment permit - full casket burial (ie: open/close)	\$944.90		\$971.00
Interment permit - cremation interment, wall niche (ie: o/c)	\$517.20		\$532.00
Interment permit - cremation interment, in ground (ie: o/c)	\$581.90		\$598.00
Interment permit - childrens any option (ie: open/close)	\$464.00		\$477.00
Interment permit - Traditional lawn plot (ie: open/close)	\$581.90		\$598.00
Interment Permit - Cremated remains on occupied plot	\$883.30	25%	\$908.00
Interment Permit - Boulder Memorial	\$495.65		\$510.00
Interment Permit - Family Cremation Estate	\$608.35		\$625.00
Interment permit - Scattering with common marker - resident	\$461.25	10%	\$474.00
Interment permit - Scattering with common marker - former resident	\$574.00	10%	\$590.00
Interment permit - Scattering with common marker - non resident	\$691.88	10%	\$711.00
Interment permit - Scattering with no marker - resident	\$205.00	10%	\$211.00
Interment permit - Scattering with no marker - former resident	\$256.25	10%	\$263.00
Interment permit - Scattering with no marker - non resident	\$307.50	10%	\$316.00
Disinterment Permit - Cremated Remains	\$987.85		\$1,015.00
Disinterment - Full Casket	\$1,978.00		\$2,035.00
<b>Other Products and Services</b>			
Marker permit	\$194.00	\$10.00 per permit	\$199.00
Cremated remains container/urn vault	\$96.00		\$99.00
Urn Sachet	\$9.00		\$9.25
Vase M70/8	\$89.00		\$91.00
Admin Fee	\$116.00		\$119.00
Memorial Circle Wall inscription	\$1,513.00	10%	\$1,555.00
Memorial Bench	\$3,540.00	\$10.00 per bench	\$3,640.00
Memorial Tree	\$2,832.45	\$10.00 per tree	\$2,910.00
Marker Installation	\$169.05		\$174.00
Base Installation	\$968.30		\$995.00
Saturday Cremation - 1	\$517.20		\$532.00
Saturday Cremation - 2	\$581.90		\$598.00
Liner / Vault from outside supplier	\$713.00		\$733.00
Saturday Full Burial	\$944.90		\$971.00
Interment outside regular hours	\$137.00		\$141.00

#### Notes

\* product is not currently sold. Prices exist to facilitate surrender of historically purchased Right of Interment.

Fees are discounted by 50% for veterans should the Federal Government discontinue a subsidy program supporting cemetery services for veterans.

Full burial Rights of Interment sold to non-resident family members (as defined in Bylaw No. 5000) are charged former resident fees.

**SCHEDULE "N" TO BYLAW NO. 5181, 2021**

**CANNABIS FEES  
2022 FEES AND CHARGES**

## Schedule “N ” to Bylaw No. 5181 , 2021

### 2022 Cannabis Fees and Charges

1. The definitions set out in Business Licence Bylaw No. 4344, 2013 apply to Part 3 of this Schedule.
  
2. In addition to the applicable fees in Schedule “K”, the fees set out in Part 3 of the Schedule are payable in respect of a licence issued under Business Licence Bylaw No. 4344, 2013.

<b>Part 1: Services</b>	
Cannabis Retail Licence Referral Fee	\$1100.00 plus the actual cost of postage
Mailing Fee	Cost Recovery

<b>Part 2: Development Applications</b>	
Cannabis Retail Zoning Bylaw Text Amendment	\$7,998.00
All Public Hearing & Additional Public Hearing	\$1,302.00

<b>Part 3: Add-on for Business Licences</b>	
Cannabis add-on for businesses holding a licence under the Cannabis Act or Cannabis Control and Licensing Act:	
(a) Cannabis Production-Processing Business	\$1,000.00
(b) Cannabis Retail Store	\$1,000.00

**Notes:**

1. All application fees are exempt from GST.

**Refund Policy:**

- a. Where an application for a Cannabis Retail Zoning Bylaw Text Amendment is withdrawn by the applicant prior to Council’s First Reading, a refund of 50% of the Cannabis Retail Zoning Bylaw Text Amendment fee paid at the application submission 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 Cannabis Retail Zoning Bylaw Text Amendment is withdrawn by the applicant prior to the Public Hearing or declined first reading by Council prior to referral to the Public Hearing, the Public Hearing fee paid at the application submission by the applicant shall be refunded within 90 days of receipt of the applicant’s written request for such refund.