

District of Sicamous

Fees and Charges Bylaw No. 740, 2009

Effective Date – January 28, 2009

Consolidated for Convenience Only

This is a consolidated version of the parent bylaw that incorporates changes made pursuant to the following amendment bylaws:

Amendment Bylaw

Bylaw No. 745, 2009
Bylaw No. 748, 2009
Bylaw No. 758, 2009
Bylaw No. 766, 2009
Bylaw No. 767, 2009
Bylaw No. 768, 2009
Bylaw No. 769, 2009
Bylaw No. 771, 2009
Bylaw No. 787, 2010
Bylaw No. 796, 2010
Bylaw No. 798, 2010
Bylaw No. 800, 2010
Bylaw No. 809, 2011
Bylaw No. 818, 2011
Bylaw No. 824, 2011
Bylaw No. 833, 2011
Bylaw No. 846, 2012
Bylaw No. 865, 2013
Bylaw No. 868, 2013
Bylaw No. 877, 2014
Bylaw No. 884, 2014
Bylaw No. 911, 2016
Bylaw No. 912, 2016
Bylaw No. 923, 2016
Bylaw No. 924, 2016
Bylaw No. 929, 2017
Bylaw No. 938, 2017
Bylaw No. 942, 2018
Bylaw No. 956, 2019
Bylaw No. 959, 2019
Bylaw No. 970, 2019
Bylaw No. 980, 2020
Bylaw No. 984, 2020
Bylaw No. 993, 2021
Bylaw No. 1005, 2021
Bylaw No. 1009, 2021
Bylaw No. 1016, 2022
Bylaw No. 1028, 2023
Bylaw No. 1063, 2024
Bylaw No. 1102, 2025
Bylaw No. 1106, 2025
Bylaw No. 1098, 2025
Bylaw No. 1120, 2026

Effective Date

April 8, 2009
May 13, 2009
July 22, 2009
October 28, 2009
October 28, 2009
October 28, 2009
October 28, 2009
October 28, 2009
October 28, 2009
April 14, 2010
May 26, 2010
July 28, 2010
October 27, 2010
February 9, 2011
June 8, 2011
July 13, 2011
November 9, 2011
July 11, 2012
October 23, 2013
January 22, 2014
April 9, 2014
December 10, 2014
May 25, 2016
June 8, 2016
December 13, 2016
January 11, 2017
March 8, 2017
December 13, 2017
February 14, 2018
January 30, 2019
February 13, 2019
September 11, 2019
February 12, 2020
June 10, 2020
January 27, 2021
May 26, 2021
September 8, 2021
May 11, 2022
February 8, 2023
March 27, 2024
February 12, 2025
May 14, 2025
December 10, 2025
April 22, 2026

This consolidation is for convenience and reference purposes only. Persons making use of this consolidated version of Bylaw No. 740 are advised that it is not a legal document. For the purposes of interpreting and applying the law, the original Bylaw No. 740 and all amending bylaws must be consulted.

DISTRICT OF SICAMOUS

BYLAW NO. 740

A Bylaw to establish fees and charges for various District services.

WHEREAS Section 194 of the Community Charter provides that Council may, by bylaw, establish fees and charges for various District services;

NOW THEREFORE the Council of the District of Sicamous, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. There is hereby established fees and charges for the District services as set out in Schedule "A" attached hereto and forming part of this bylaw.
2. This bylaw may be cited as the ***"District of Sicamous Fees and Charges Bylaw No. 740, 2009"***.

READ a first time this 14th day of January, 2009.

READ a second time this 14th day of January, 2009.

READ a third time this 14th day of January, 2009.

RECONSIDERED AND FINALLY ADOPTED this 28th day of January, 2009.

"Malcolm MacLeod"
Mayor

"Alan L. Harris"
Clerk

Certified a true and correct copy of the District of Sicamous
Fees and Charges Bylaw No. 740, 2009.

Clerk

PART 1 – WATER AND SEWER RATES**WATER RATES****Turn On/Off Fees:**

Where water service connections have been installed by the property owner, a turn on/off service fee of \$30.00 for each occurrence of turning the water service “on” or “off” will be charged. When water turn on/off is requested after normal business hours, charges will be assessed as per the “emergency call out rate”. Reminder - only duly authorized agents of the District shall turn off or turn on any service pipe or stop.

A turn on/off fee will not be charged where an active permitted activity is taking place (i.e. new construction or renovations). However, where requests for turn on/off becomes excessive at a construction site (over three requests), the charge may be applied.

Inspections:

Where a connection is to be made to the waterworks system, an inspection charge of \$60.00 shall be levied upon issuance of a building permit, or prior to signature of a plan of subdivision, or prior to turning on the water service as the case may be. Where the District is requested to turn on the water service at the same time as the required inspection is carried out, the water service turn on fee may be waived.

Metering Devices:

Metering devices up to 2 inches in size (including dual check valve) may be purchased from the District and must meet specifications outlined in Water Regulations Bylaw, which may be updated from time to time. Metering devices over 2 inches in size must be purchased by the developer/property owner, with consultation with the District to ensure specifications are met.

Metering devices purchased from the District include GST, administration and the required inspection fee. The current charge of providing the metering device with the remote readout and connection set varies by size as follows:

Size	Amount	
¾ inch	\$ 388.50	(includes \$18.50 GST)
1 inch	\$ 556.50	(includes \$26.50 GST)
1 ½ inch	\$ 1,291.50	(includes \$61.50 GST)
2 inch	\$ 1,685.25	(includes \$80.25 GST)

Water usage will be charged as follows:

- A. Metered Properties** - Effective January 1, 2026 Meters are read and billed semi-annually. There is a fixed fee which varies depending on meter size plus a charge for each cubic meter of water consumed. In addition, all stratified properties have a per unit fee. The following table summarizes the semi-annual rates from 2023 to 2026.

Charges	2023	2024	2025	2026
¾ inch – fixed fee	130.00	130.00	136.50	145.00
1 inch – fixed fee	250.00	250.00	262.50	279.00
1 ½ inch – fixed fee	700.00	700.00	735.00	779.00
2 inch – fixed fee	1,200.00	1,200.00	1,260.00	1,336.00
3 inch – fixed fee	2,900.00	2,900.00	3,045.00	3,228.00
4 inch – fixed fee	5,300.00	5,300.00	5,565.00	5,899.00
6 inch – fixed fee	Not specified	Not specified	Not specified	9,280.00
Stratified property per unit charge *	65.00	65.00	65.00	65.00
Per cubic meter of water consumed	1.00	1.00	1.05	1.11

* This charge will be prorated based on seasonal occupancy if a strata can prove that it is closed for a specified period during the year and that period does not change from year to year.

B. Non-Metered Properties (Flat Rate) - Effective January 1, 2026

Properties without a meter are billed annually. The following table summarizes the annual rates from 2023 to 2026.

Charges	2023	2024	2025	2026
Residential	784.00	784.00	900.00	1,070.00
Commercial	1,514.00	1,514.00	1,740.00	2,000.00
Per houseboat charge	20.00	20.00	23.00	40.00

C. Bulk Water - Effective May 1, 2026

Bulk water (non-potable) may be purchased at the discretion of the operations manager at a charge of \$3.30 per cubic meter of water used.

SEWER RATES**Inspection Fees:**

Where a connection is to be made to the wastewater system, an inspection charge of \$60.00 shall be levied upon issuance of a building permit, or prior to signature of a plan of subdivision, or prior to connection to the sewer service.

Sewer usage will be charged as follows:**A. Water Metered Properties - Effective January 1, 2026**

Water meters are read semi-annually and the sewer billing based on water consumption and meter size is billed accordingly. There is a fixed fee which varies depending on the water meter size plus a charge for 80% of each cubic meter of water consumed. In addition, all stratified properties have a per unit fee. The following table summarizes the semi-annual rates from 2023 to 2026.

Charges	2023	2024	2025	2026
¾ inch – fixed fee	100.00	105.00	116.00	130.00
1 inch – fixed fee	110.00	115.50	127.00	142.00
1 ½ inch – fixed fee	120.00	126.00	139.00	156.00
2 inch – fixed fee	200.00	210.00	231.00	259.00
3 inch – fixed fee	400.00	420.00	462.00	518.00
4 inch – fixed fee	500.00	525.00	578.00	648.00
6 inch – fixed fee	Not specified	Not specified	Not specified	1,458.00
Stratified property per unit charge *	140.00	147.00	147.00	147.00
Per cubic meter of water consumed (80%)	0.95	1.00	1.10	1.23
Non-compliant: East of Narrows	914.00	960.00	1,056.00	1,250.00
Non-compliant: West of Narrows	914.00	960.00	1,056.00	1,250.00

* This charge will be prorated based on seasonal occupancy if a strata can prove that it is closed for a specified period during the year and that period does not change from year to year.

All metered users will be charged for use of the sanitary sewer system on the basis of the quantity of water discharged into the system. The quantity of water discharged is deemed to be eighty percent (80%) of the water delivered to the real property by the municipal waterworks system.

Dedicated water irrigation meters will not incur sewer charges, as water usage for irrigation is not deemed to be discharged into the wastewater system.

B. Non Metered Properties (Flat Rate) - Effective January 1st, 2026

Properties with no water meter or no water service are billed annually. The following table summarizes the annual rates from 2023 to 2026.

Charges	2023	2024	2025	2026
Residential	529.00	556.00	785.00	950.00
Commercial	1,210.00	1,271.00	1,795.00	2,100.00
Non-compliant: East of Narrows	1,828.00	1,920.00	2,112.00	2,500.00
Non-compliant: West of Narrows	1,828.00	1,920.00	2,112.00	2,500.00

C. Sewer Metered Properties - Effective January 1, 2026

Properties with a marina sani-dump and sewer meter will be billed semi-annually. There is a fixed fee plus a charge for each cubic meter of waste. The semi-annual rates are as follows:

Charges	2025	2026
Fixed fee	580.00	615.00
Per cubic meter charge	8.50	8.50

D. Trucked Waste - Effective May 1, 2026

All trucked waste discharged into the sanitary sewer system at the Wastewater Treatment Facility shall be transported by only those holding a District of Sicamous Business Licence and shall comply with all articles listed under this bylaw.

Applications for License of Agreements for access to the site after regular District working hours are subject to Council approval. The District reserves the right to accept or reject any/all applications and to specify the terms of the License as deemed appropriate and necessary. No trucked waste shall be accepted from outside of the District and Area E.

For trucked waste discharged, the licensed firm shall be charged as follows:

Charges	2025	2026
Per cubic meter charge	26.00	50.00

Surcharge for High Strength Waste

At the discretion of the District, any user of the sewer system who uses more than 5% of the maximum daily capacity of the sewer system, the District reserves the right, in addition to charges according to volume of waste discharge, to levy monthly charges for excessive concentrations of B.O.D's, and/or suspended solids, and/or phosphorous.

In the event that the B.O.D.₅ exceeds 250 mg/L, and/or the suspended solids exceeds 250 mg/L, and/or the phosphorus exceed 8 mg/L the user will be charged on a monthly basis according to the following formula:

$$R_S = (B.O.D._5/250 \times \$0.40 + SS/250 \times \$0.30 + P/8 \times \$0.30 - \$1.00)$$

where

R_B = the base rate paid by all metered users regardless of the strength of their waste

R_S = the surcharge rate per 1,000 litres to be charged monthly in addition to the base rate above

$B.O.D._5$ = the concentration of biochemical oxygen demand in milligrams per litre as determined by Standard Methods or 250 mg/L, whichever is greater

SS = the concentration of suspended solids in milligrams per litre as determined by Standard Methods or 250 mg/L, whichever is greater

P = the concentration of phosphorus in milligrams per litre as determined by Standard Methods or 8 mg/L, whichever is greater.

For the purpose of calculation of R_S above, the highest value of $B.O.D._5$ and SS and P found in any month will be used for the subsequent month(s).

CONNECTION CHARGES – WATER AND SEWER:

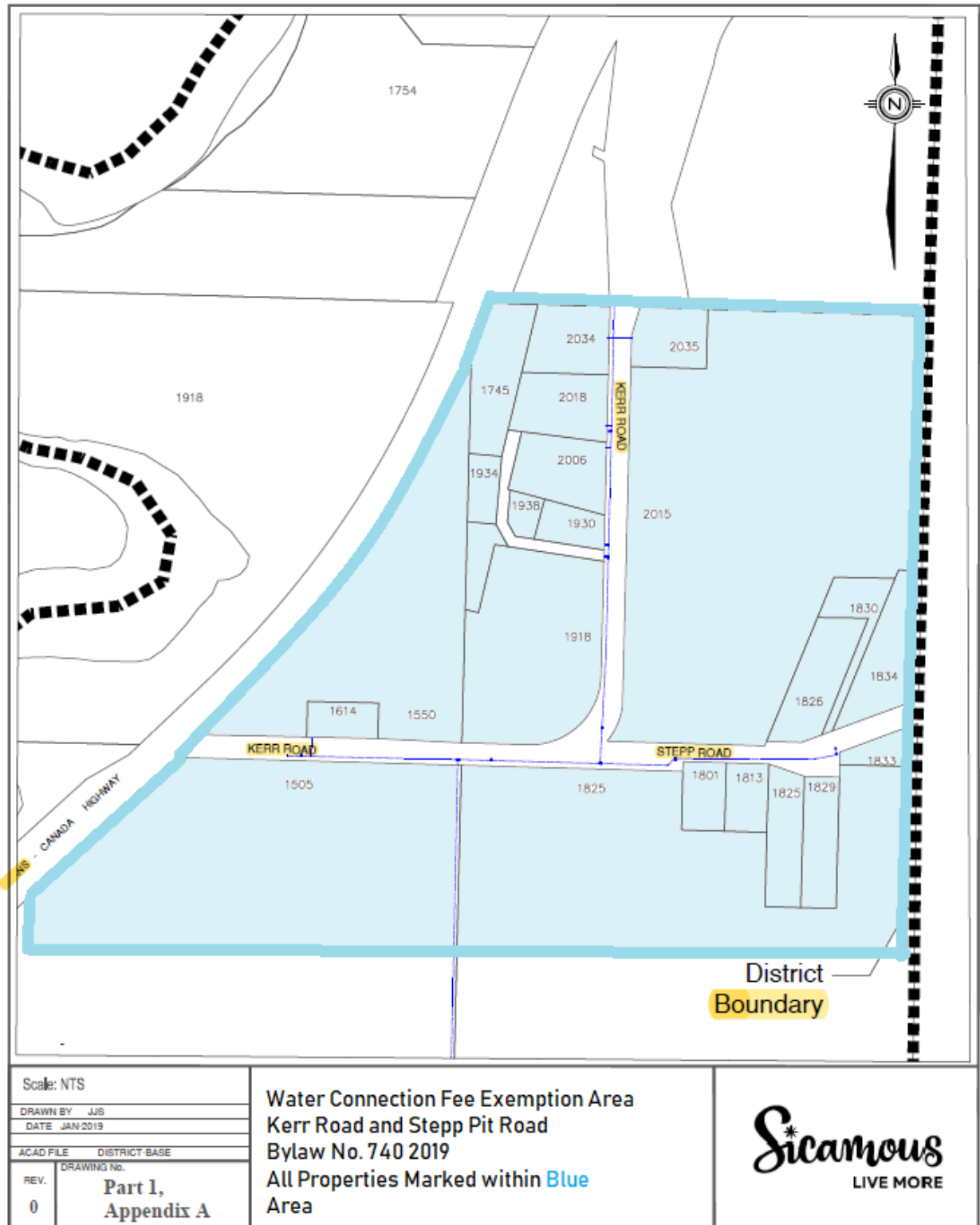
Where a water and/or sewer service connection has not been provided to a property or an upgrade in service is required and a service is requested to be provided by the District, connection charges shall be charged to the property owner at cost, plus a 10% administration fee.

Included in the District's calculation of costs will be any necessary road crossing cuts, borings, patching and other road/sidewalk works deemed necessary to provide the service connection. External contractors may be hired by the District to complete aspects of connections.

The District will request a deposit based on 125% of the estimated connection charges. The property owner shall pay to the District the total estimated charges for the work prior to the issuance of a Building Permit or commencement of the work, whichever is the earliest. A refund or invoice will be issued once all works are complete and all costs have been accounted for.

Additional Provisions:

1. A penalty of ten percent (10%) will be imposed on all "flat rate" consumers, on any balance of water and sewer rates remaining unpaid after the first day of July of the current year.
2. A penalty of 1% per month shall be charged on all metered billings outstanding after thirty (30) days.
3. Water and sewer rates for the current year remaining unpaid after the thirty-first (31st) day of December of that year shall be deemed to be taxes in arrears and shall forthwith be entered on the real property tax roll by the collector as taxes in arrears against the property to which the rates apply.
4. The owner of a real property located on the East or West side of the Sicamous Narrows not connected to the sanitary sewer system by the connection deadline as specified within the District of Sicamous Sewer Rates and Regulation Bylaw No. 194, 1996 as amended from time to time will pay an annual non-compliant rate.
5. Upon installation and inspection of a meter, the flat rate charge will be credited for the remaining months of the year and the meter rate will be billed from that date forward.
6. Emergency call-out rates are a minimum of \$200.00 per person, which covers two hours. Any additional time will be charged at \$100.00 per hour per person.
7. Where a second water meter is added to a property to support a secondary dwelling unit, as defined under the Zoning Bylaw, and that unit is providing long-term housing, the fixed fee for both water and sewer will be discounted by 50% for the second meter. This discount is to support additional housing within the District. The property owner must make a declaration that the additional meter is for a long-term living arrangement, and not for short-term rental purposes.
8. Where any water meter is unable to be read or where any water meter fails to register or properly indicate the quantity of water consumed, consumption of water shall be estimated. When estimating, previous usage will be used with consideration of seasonal variations.
A notice will be included on invoices with estimates, outlining the requirement for the property owner to have their meter fixed or replaced. If a meter cannot be read for two consecutive billing periods, charges will be based on flat metered rates until the District is advised by the property owner that the meter is again in service or replaced. If flat metered rates are not to the benefit of the District, estimates may continue to be used at staff's discretion.
9. Water and sewer consumption charges will not be adjusted for periods dating back more than 2 years or for charges paid by a previous owner. It is the responsibility of the property owner to review their utility invoices and fix plumbing issues in a timely manner.



PART 2 – ADMINISTRATIVE FEES (Amending Bylaw No. 884, 2014)

Effective January 1st, 2015, the following Administrative Rates apply:

(a) Bylaws:

Photocopying or reproduction costs pursuant to
Section 194 (2) of the Community Charter Act:

- (i) 8 ½ x 11: \$0.50 per copy per page or \$0.65 per copy for double sided copies.
- (ii) 8 ½ x 14: \$0.50 per copy per page or \$0.65 per copy for double sided copies.
- (iii) 11 x 17: \$0.75 per copy per page or \$0.90 per copy for double sided copies.
- (iv) Bylaw in binder form reproduced at printing office – Actual cost.
- (v) Facsimile copies: \$1.00 per page local
\$2.00 per page long distance (maximum number of pages per fax = 5)

Regulatory Bylaws (Consolidated):

- | | |
|---|---------|
| (i) Zoning Bylaw (Text and Maps) | \$25.00 |
| (ii) Zoning Bylaw (Text only) | \$20.00 |
| (iii) Official Community Plan (Text and Maps) | \$35.00 |
| (iv) Official Community Plan (Text only) | \$20.00 |
| (v) Subdivision & Servicing Bylaw | \$25.00 |
| (vi) Building and Plumbing Regulatory Bylaw | \$10.00 |

(b) Minutes:

Photocopying or reproduction costs pursuant to Section 194 (2) of the Community Charter Act and the District of Sicamous Procedures Bylaw No. 380, 2000.

- | | |
|-----------------------|--|
| (i) Copies of Minutes | \$0.50 per copy per page or
\$0.75 per copy per page for double
sided |
| (ii) Facsimile copies | \$1.00 per page local or
\$2.00 per page long distance
(maximum number of pages per fax = 5) |

(c) Property Tax Certificates:

- | | |
|---------------------------------------|--|
| (i) Property Tax Certificates | \$50.00 per parcel |
| (ii) Tax Certificates (via BC Online) | \$20.00 per parcel |
| (iii) Facsimile copies | \$1.00 per page local or
\$2.00 per page long distance. |

(d) Reports:

- | | |
|---------------------------------------|-----------------|
| (i) Building Permits Monthly Printout | \$0.50 per page |
|---------------------------------------|-----------------|

[Bylaw 1120](#) →

- (e) **Municipal Maps:**
- | | | |
|-------|----------------------------|--------------------------|
| (i) | District Boundary Maps | \$12.00 plus GST and PST |
| (ii) | Property Maps: | |
| | 8 ½ x 11 | \$0.50 per page |
| | 8 ½ x 14 | \$0.50 per page |
| | 11 x 17 | \$1.00 per page |
| (iii) | Areal Maps | |
| | Full Size Colour Laminated | \$30.00 |
| | Half Size Colour Laminated | \$20.00 |
- (f) **Land Title Charges:**
- | | | |
|-----|--|---------|
| (i) | Land Titles Registry* | \$20.00 |
| | *For the registered property owner or his/her agent only | |
- (g) **Access Permits:**
- | | | |
|------|---|---------|
| (i) | Non-refundable permit fee for the first application | \$50.00 |
| (ii) | Each additional application | \$25.00 |
- (h) **NSF Cheques:**
- If a cheque in payment of municipal taxes, water or sewer utility invoices, or any amounts described in this bylaw, is returned from a financial institution marked "NSF", an administration charge of \$25.00 is charged to that customer.
- (i) Where the fees prescribed herein are not paid within thirty (30) days when invoiced and presented, there will be a ten percent (10%) penalty attached thereto with further services as prescribed being discontinued until payment and penalties are paid.
- (j) **Fire Department Fees** *(Amending Bylaw No. 970, 2019)*
- Inspection Fees:**
- | | |
|---------------------------------|-----------|
| First Inspection | No Charge |
| Follow Up Inspection | No Charge |
| Second Follow Up Inspection | \$50.00 |
| Subsequent Follow Up Inspection | \$100.00 |
- Attendance at False Alarms:**
- Applicable to False Alarms occurring within the same 12 month period.
- | | |
|----------------------|-----------|
| First 3 False Alarms | No Charge |
| Fourth False Alarm | \$100.00 |
| Fifth False Alarm | \$150.00 |
- Fees to be Charged for Attendance at Outdoor Fires:**
- A person or property owner who starts a fire without a valid permit pursuant to Outdoor Burning Bylaw No. 452, 2002 as amended from time to time, shall be responsible for the costs of providing the additional personnel and equipment that the Fire Chief may deem necessary to extinguish the fire or to suppress any escape or threatened escape of the fire.
- | | |
|-----------------------|---|
| Equipment Hourly Rate | \$400.00 |
| Personnel | Remuneration as per Fire Fighter Remuneration Policy F-10 |
- (k) **Nuisance Properties**
- | | |
|--|------------------------|
| Nuisance Property Repeat Service Calls | \$50.00 per attendance |
|--|------------------------|

PART 3 – BUILDING PERMIT FEES (Amending Bylaw No. 884, 2014)

1. Building Permit Application Fees:

For the purpose of calculating the fee for *permits* under this Bylaw, the value of *construction* shall be the greater of either the total contract price for the *construction* including all subcontracts, or the value of *construction* as determined by the *Building Official* on the basis of plans, specifications and information available.

2. Building Permit Application Fees: Non-Refundable:

A non-refundable *building permit* application fee shall be in accordance with the following scale:

a. Residential	
Single and Two Family Residential Application	\$ 100.00
New factory built dwellings	100.00
Additions/alterations	50.00
b. Multi-Family, commercial, industrial, institutional	
New	200.00
Additions/alterations	100.00

3. Building Permit Fees and Charges:

a. <u>Based on Value:</u>	
i. For the first \$1,000 of construction value;	100.00
ii. For each additional \$1,000 of construction value or fraction thereof	8.00
to \$1,000,000;	
iii. For each additional \$1,000 of construction value greater than \$1,000,000	6.00
b. <u>For a Factory Built Home:</u>	
i. Installation;	200.00 plus
ii. For each \$1,000 of construction value of the works other than the value of the Factory Built Home.	8.00

4. Plumbing Permit Fees and Charges:

a. Minimum permit fee:	100.00
i. Minimum permit fee is not applicable for general water meter replacements.	
b. <u>Plumbing Fixtures:</u>	
i. For the first three (3) plumbing fixtures:	100.00
ii. For each plumbing fixture thereafter	8.00
b. <u>Fire Suppression Sprinkler System:</u>	
i. For the first three (3) sprinkler heads:	100.00
ii. For each sprinkler head thereafter.	0.50
c. <u>Site services for Single and Two Family dwellings</u>	
i. Each District water service	100.00
ii. Each District sanitary sewer service	100.00
iii. Each District storm sewer service	100.00

d. <u>Site Services for other than Single and Two Family Dwellings</u>	
i. Minimum permit fee	100.00 plus
ii. Water service piping	\$1.50 per meter of length
iii. Sanitary sewer piping	\$1.50 per meter of length
iv. Storm sewer piping	\$1.50 per meter of length
v. Each catch basin, interceptor, drywell, sump	\$10.00 per fixture

5. Demolition/Moving/Siting Permit Fees and Charges:

a. For a demolition, moving or siting permit	150.00
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6. Permit Renewal:

Provided the original permitted building construction has continued and no charges to the permitted construction have occurred, the fee for such renewal shall be the greater of 25% of the original Building Permit fee or \$150.00.

7. Other Permit Fees and Charges:

a. Re-Inspection Fee after the first re-inspection	90.00
b. Masonry Chimney Permit	75.00
c. Solid Fuel Fired Applicant Permit	75.00
d. Public or Common Property Pool/Spa	500.00
e. Administrative Charge to remove a "Notice on Title"	300.00
f. Administrative Charge to remove a posted "Stop Work Notice"	150.00
g. Special Inspection	150.00
h. Special Inspection after hours Inspection Fee	300.00
i. Specific Equivalency Report Administration Fee	150.00
j. Land Title Search Fee *for registered property owner or agent	20.00

8. Building Permit Fee Reduction:

The Building Permit Fee calculated under Section 2 of this Schedule shall be reduced where:

- i. A Building Permit is issued for the construction of a complex building for which the Building Official requires professional design and has received complete Letters of Assurance; and
- ii. The Building Official issues to the owner, a Notice of Reliance upon the certification of the Registered Professionals that the design and plans submitted in support of the Building Permit Application comply with the BC Building Code and other applicable enactments relating to safety.

Where a Building Permit is issued under the foregoing Notice of Reliance, the Building Permit fee as calculated under Section 2 of this Schedule, shall be reduced by five percent (5%) to a maximum of \$500.00.

9. Double Permit Fees:

Where construction for which a permit is required by this Bylaw has been commenced prior to the issuance of a building permit, the applicant shall pay to the District double the fee prescribed in Appendix A, to a maximum of \$5,000.00.

10. Permit Fee Refund:

Where no construction has commenced within six (6) months of building permit issuance, should the permit holder apply in writing to cancel the permit, the Building Official may refund the permit fee less the greater of \$200.00 or fifty percent (50%) of such fee paid in respect to the building permit.

PART 4 – CEMETERY FEES

<u>DESCRIPTION</u>	<u>2009/2010</u>
<u>GRAVE SPACE</u> (includes 25% Care Fund Contribution)	
Adult	
(a) Resident	440.00
(b) Non-Resident	750.00
Child	
(a) Resident	400.00
(b) Non-Resident	640.00
Infant	
(a) Resident	100.00
(b) Non-Resident	200.00
Cremated	
(a) Resident	155.00
(b) Non-Resident	235.00
<u>Fees for Services: Open and Close</u>	
Adult	
(a) Burial	440.00
(b) Exhumation	880.00
Child	
(a) Burial	440.00
(b) Exhumation	880.00
Infant	
(a) Burial	335.00
(b) Exhumation	555.00
Cremated	
(a) Burial	220.00
(b) Exhumation	335.00
<u>Additional Service Charges:</u>	
After 3:30 p.m. on Weekdays, extra	220.00
Saturday, Sunday and Statutory Holidays – Coffin – extra	440.00
Saturday, Sunday and Statutory Holidays – Cremated Remains – extra	220.00
Transfer of License	36.00
Installation of Memorials (includes Care Fund Contribution of \$20.00)	100.00
<u>Goods:</u>	
Grave Liner – Adult	265.00
Grave Liner – Child	190.00
Flower Loops (includes installation)	60.00
Cremated Remains Vault	67.50

**** All rates plus GST***

PART 5 – BUSINESS LICENCE FEES *Amendment Bylaw No. 1102, 2025***District of Sicamous Business Licence Fees:**

Category:	Annual Licence Fee: (effective January 2025)
General, except for Mobile Vendor, Bed and Breakfast or Short-Term Rental	\$ 95.00
Mobile Vendor	\$ 190.00
Bed and Breakfast or Short-Term Rental	\$ 500.00
Inter-Community Business Licence (in addition to general licence)	\$ 150.00

In normal circumstances, Business Licence Fees will be invoiced for renewals annually in December of the preceding year. Accounts are due and payable on or before January 31st of each year. Invoice dates and due dates are subject to change.

District of Sicamous Business Licence Fees issued for new businesses commencing after September 30 of a calendar year will be pro-rated 50%. Inter Community Business Licence Fees will not be pro-rated.

Business Licence Fees are due on application (before review and issue). If an applicant decides to withdraw their application, a portion of the fee will be deemed non-refundable and retained by the District to cover administration costs as follows:

- Application withdrawn before review process - \$ 25.00
- Application withdrawn after review process but before fire inspection - \$ 50.00
- Application withdrawn after fire inspection - \$ 95.00

Additional Fees:

Charges:	Fee:
Change of location on a licence (inspection required)	\$ 60.00
Change of name or change of ownership on a licence (applicable when a new application is not required*)	\$ 25.00
Reprint of licence for display	\$ 10.00

*A new business licence application and licence is required when a change of ownership takes place for a Mobile Vendor, Bed and Breakfast or Short-Term Rental. The Licence Inspector may require a new application for a General Licence if it is deemed necessary (i.e. health and safety concerns on transfer of ownership).

PART 6 – LAND USE FEES

Land Use Application:		Fee
1.	Application for amendment of the Official Community Plan.	\$ 700.00
1(a)	Submission of an Official Community Plan Amendment to a <i>Public Consultation Meeting</i>	250.00
2.	Application for amendment of the Zoning Bylaw.	700.00
3.	Single Submission of application to a Public Hearing. (OCP Amendment or Zoning Bylaw Amendment)	450.00
4.	Double Submission of application to a Public Hearing. (OCP and Zoning Bylaws Amendment)	550.00
5.	Application for a Housing Agreement.	200.00
6.	Administration and Inspection relating to Parking.	60.00
7.	Administration and Inspection relating to Drainage.	60.00
8.	Administration and Inspection relating to Signage.	60.00
9.	Administration and Inspection relating to Screening and Landscaping.	60.00
10.	Application to the Board of Variance.	200.00
11.	Application for a Development Variance Permit.	300.00
12.	Application for a Development Permit (No bylaw variances required).	300.00
13.	Application for a Development Permit (Requesting bylaw variances).	550.00
14.	Development Permit Extension Fee.	120.00
14(a)	Comprehensive Development Permit	500.00
15.	Application for a Temporary Commercial or Industrial Permit.	500.00
15(a)	Application for a Seasonal Temporary Use Permit	150.00
16.	Application for Conventional Subdivision – First Lot	450.00
	Conventional Subdivision – Each Additional Lot created.	100.00
17.	Application for a Strata Subdivision (Condominium Act).	450.00
	Strata Subdivision – Each Additional Lot created.	100.00
18.	Administration charge to discharge “Notice on Title”.	200.00
19.	Fee for Researching Property Status Inquiry.	60.00
20.	Contaminated Sites Profile	100.00
	NOTE: A Contaminated Sites Profile is required to be submitted with all Official Community Plan and Zoning Amendment applications, Development Variance Permit and Development Permit applications, Subdivision applications and Demolition Permit applications.	
21.	Rental of Development Notice Sign.	300.00
22.	Application for Latecomers Agreement.	1,000.00
23.	Agriculture Land Commission:	
	Exclusion (comprises ALC Fee of \$300.00 and District of Sicamous Fee of \$300.00)	600.00
	Subdivision or Use (comprises ALC Fee of \$300.00 and District of Sicamous Fee of \$300.00)	600.00
	Transportation and Utility Use (comprises ALC Fee of \$200.00 and District of Sicamous Fee of \$200.00)	400.00
24.	Application for the development of or replacement of a marina, docks, boat slips or berths:	
	Application Fee	300.00

PART 7 – SIGN FEES

1. Building Permit Application Fees - Non-Refundable.

(a)	Non-refundable signage permit application fee	\$50.00
(b)	For the first \$1,000.00 of completed value	\$50.00
(c)	For each additional \$1,000.00 or fraction thereof of completed value	\$ 7.00
2. For each re-inspection after the first recall inspection \$50.00
3. Special Inspection fee \$50.00

4. Signage Violation:

For all signs and signage structures, the value of completed construction and required site works used to determine the signage permit fees shall be calculated based on the declared construction value or the documented stipulated lump sum contract price, whichever is the greater.

The application fee paid may be credited to the permit fee payable for an approved permit provided there are no changes to the permit drawings and documentation submitted for approval after the application submission.

5. Installation of a sign without a Permit:

If any installation for which a permit is required by this Bylaw has been commenced prior to the issuance of a Sign Permit, the applicant shall pay to the District of Sicamous the applicable permit fees, and in addition, a penalty equivalent to the fees.

PART 9 – RENTALS & SPECIAL EVENT FEES *Amendment Bylaw No. 1106, 2025***SPECIAL EVENT FEES**

Special Event Deposit (staff discretion depending on use of space)	\$ 500 to \$ 2,000
Special Event Permit per event (applicable only to events that include vendors)	
Commercial (gate fee)	\$ 300
Non-commercial (no gate fee)	\$ 150
Special Event Mobile Vendor Permit per event	
Artisan Vendor (non-food)	\$ 20
Commercial Vendor	\$ 50
Food Vendor	\$ 100
Service Club	Free

RENTALS

Stage		
Damage deposit	\$ 5,000	
Rental Fees:		
Within District boundaries (includes delivery, set up, and tear down)	\$ 1,000 per day	
Outside District boundaries	\$ 1,000 per day, plus*	
*Plus, the estimated cost of transportation, set up and tear down as quoted by District staff.		
20 x 20 Tents		
Damage deposit	\$ 1,000	
Rental Fees:		
Within District boundaries only (includes delivery, set up, and tear down)	\$ 500 per day	
Inflatable Movie Screen		
Damage deposit	\$ 500	
Rental Fees:		
Within District boundaries only (includes delivery, set up, and tear down)	\$ 150 per day	
Bounce House (weather restricted)		
Damage deposit	\$ 1,000	
Rental Fees:		
Within District boundaries only (includes delivery, set up, and tear down)	\$ 250 Half Day (4 hours) \$ 400 Full Day	
Modular Accommodation Facility Rental at 1117A Eagle Pass Way (Short-Term Rentals less than 30 days)		
Damage Deposit	\$ 1,000	
Daily Rate	\$ 250	
Weekly Rate	\$ 1,750	
A Cleaning Fee of \$35 per hour may be applied.		
Note: The Modular Accommodation Facility may be managed by a third party upon an agreement with the District. If an agreement is not in place, the above rates will be charged by the District.		
Health Centre Room Rentals		
Damage Deposit	\$ 500	
Community Space:	Full Space	Half Space
Regular Sunday to Monday Rates:		
Full-day (8am-12am)	\$ 800	\$ 400
Mornings or Afternoon (8am-12pm or 1pm-5:00pm)	\$ 200	\$ 100
Evening (6pm-12am)	\$ 300	\$ 150
Saturday and Statutory Holiday Rates:		
Full-day (8am-12am)	\$ 1,000	\$ 500
Mornings or Afternoon (8am-12pm or 1pm-5:00pm)	\$ 300	\$ 150
Evening (6pm-12am)	\$ 400	\$ 200
Hourly Rate:	\$ 80	\$ 40
A Cleaning Fee of \$35 per hour may be applied depending on use.		
At the discretion of District staff, office/procedure space within the medical clinic may be rented out at a daily rate of \$40.		

The Corporate Officer or Chief Administrative Officer may reduce or waive rental fees for non-profit groups. In the case of rental fee waiver, the Damage Deposit must still be submitted. All the above fees are net of tax (i.e. GST). Tax will be charged where applicable.