



Islands Trust

**GABRIOLA ISLAND LOCAL TRUST COMMITTEE  
FEES BYLAW  
BYLAW No. 300**

As amended by the  
Gabriola Island Local Trust Committee

**Consolidated Version: May 16, 2019**

This Bylaw is consolidated for convenience only and is not to be construed as a legal document.

For reference to original bylaw and amendments,  
please contact:  
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*Preserving Island communities, culture and environment*

## CONSOLIDATED BYLAW AMENDMENTS

This copy is consolidated for convenience only and includes the following **text amendments only**:

<u>Bylaw Number</u>	<u>Amendment Number</u>	<u>Adoption Date</u>
Bylaw No. 302	Amendment No. 1, 2019	May 16, 2019

GABRIOLA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 300

A BYLAW TO PRESCRIBE FEES FOR AMENDING BYLAWS, ISSUING PERMITS, EXAMINING APPLICATIONS FOR SUBDIVISION, AND EXAMINING OTHER REFERRALS AND APPLICATIONS

WHEREAS Section 462 of the *Local Government Act* provides that a local government may, by bylaw, impose fees related to applications and inspections;

NOW THEREFORE the Gabriola Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Gabriola Island Local Trust Area in the Province of British Columbia pursuant to the *Islands Trust Act*, enacts as follows:

**1 Citation**

1.1 This bylaw may be cited as the "Gabriola Island Local Trust Committee Fees Bylaw, 2018".

**2 Interpretation**

2.1 In this bylaw:

“Applicant” means the person authorized under the Gabriola Island Local Trust Committee Development Procedure Bylaw No. 114, 1992 to make the application;

“Islands Trust” means the Director of Local Planning Services or his/her authorized representative;

“Application Fee” means the monetary amount payable to the “Islands Trust”.

**3. Application Fees**

3.1 Prior to the processing of an application listed in Column 1 of Table 1, Table 2, Table 3 or Table 4 the applicant must deliver to the Islands Trust the corresponding application fee in the amount shown in Column 2.

<b>TABLE 1 – Bylaw Amendments</b>	
<b>Column 1</b>	<b>Column 2</b>
1. Official Community Plan amendment	\$5,250
2. Official Community Plan amendment in combination with a consistent application for amendment to a Land Use Bylaw	\$5,900
3. Land Use Bylaw, Zoning Bylaw or Subdivision Bylaw amendment	\$5,250
4. Land Use Contract amendment	\$5,250
5. Official Community Plan or Land Use Bylaw amendments for affordable housing and the applicant is a registered charity or a non-profit society	\$1,000

<b>TABLE 2 – Permits</b>	
<b>Column 1</b>	<b>Column 2</b>
1. Development permit in respect of a protection areas: DP-1, DP-2, DP-4, DP-5, AND DP-6	\$525
2. Development permit in respect of the following protection area: DP-3	\$240
3. Development permit in respect of form and character area	\$800
4. Development permit amendment	\$200
5. Development variance permit in respect of a residential development	\$850
6. Development variance permit in respect of a commercial, industrial or institutional development	\$1,125
7. Development permit in combination with a companion application for a development variance permit in respect of a residential development	\$925
8. Development permit in combination with a companion application for a development variance permit in respect of a commercial, industrial or institutional development	\$1,125
9. Temporary use permit	\$1,300
10. Temporary use permit renewal	\$200

<b>TABLE 3 – Subdivision Referrals</b>	
<b>Column 1</b>	<b>Column 2</b>
1. Application for Subdivision Review – first parcel	\$1,300
2. Application for Subdivision Review – every additional parcel that would be created by the proposed subdivision	\$130
3. Application for Subdivision Review – parcel line adjustments only, creating no additional parcels	\$400

<b>TABLE 4 – Other Applications</b>	
<b>Column 1</b>	<b>Column 2</b>
1. Board of Variance	\$1,200
2. Strata Conversion	\$1,300
3. Liquor & Cannabis Regulation Branch – Liquor License	\$1,000
4. Liquor & Cannabis Regulation Branch – Non-Medical Cannabis Retail License	\$2,000
5. Liquor & Cannabis Regulation Branch – Temporary License Change	\$100
6. Zoning Confirmation Letter	\$100

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- 3.2 An application administration fee in the amount of \$100.00 being a portion of the fee referred to in Table 1 is not refundable in any event.
- 3.3 An application administration fee in the amount of \$50.00 being a portion of the fee referred to in Table 2, Table 3, and Table 4 is not refundable in any event.
- 3.4 Subject to Section 3.2 and Section 3.3, if an application is not processed for any reason, the Islands Trust must refund to the applicant the application fee.
- 3.5 In the event a public hearing is not held in respect of an application referred to in Table 1, the applicant shall be entitled to a refund in the amount of \$1,300.

**4. Extraordinary Costs**

- 4.1 In the event the costs of processing, inspection, advertising and administration in respect of an application are estimated by the Islands Trust to exceed 150% (percent) of the applicable fee, the Applicant shall pay to the Islands Trust prior to the processing of the application the estimated actual costs of processing, site inspection, advertising and administration.
- 4.2 To the extent the amount paid under Subsection 4.1 exceeds the actual costs of processing, inspection, advertising and administration related to the application, the Islands Trust shall refund the excess amount to the Applicant.
- 4.3 To the extent the amount paid under Subsection 4.1 is less than the actual costs of processing, inspection, advertising and administration, the Islands Trust shall invoice the Applicant for the excess amount which shall become a debt due and payable to the “Islands Trust”.

**5. Severability**

- 5.1 In the event a portion of this bylaw is set aside by a court of competent jurisdiction, the invalid portion shall be severed and the remainder of the bylaw remains in force and in effect.

**6. Repeal**

- 6.1 “Gabriola Island Local Trust Committee Fees Bylaw No. 245, 2007”, is repealed upon adoption of this bylaw.

READ A FIRST TIME THIS 16<sup>TH</sup> DAY OF AUGUST , 2018

READ A SECOND TIME THIS 16<sup>TH</sup> DAY OF AUGUST , 2018

READ A THIRD TIME THIS 16<sup>TH</sup> DAY OF AUGUST , 2018

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS  
5<sup>TH</sup> DAY OF SEPTEMBER , 2018

ADOPTED THIS 27<sup>TH</sup> DAY OF SEPTEMBER , 2018

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Chairperson

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Secretary