



Islands Trust

**Salt Spring Island
Local Trust Committee**

Bylaw No. 428

Adopted – September 6, 2007

Consolidated Version: October 24, 2018

**As amended by the Salt Spring Island Local Trust Committee Bylaw
No. 514**

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

Preserving Island communities, culture and environment

SALT SPRING ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 428

A bylaw to prescribe fees for amending bylaws, issuing permits, examining applications for subdivision, and examining other referrals and applications.

WHEREAS Section 931 of the *Local Government Act* provides that a local government may, by bylaw, impose fees related to applications and inspections;

NOW THEREFORE Salt Spring Island Local Trust Committee, being the trust committee having jurisdiction in respect of the Salt Spring 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 "Salt Spring Island Local Trust Committee Fees Bylaw, 2007".

2. Interpretation

2.1 In this bylaw:

"Applicant" means the person authorized under the Salt Spring Island Local Trust Committee Development Procedures Bylaw No. 304, 1992 to make the application;

"Islands Trust" means the Director of Local Planning 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 of Table 1, Table 2, Table 3 or Table 4.

TABLE 1 – Bylaw Amendments	
Column 1	Column 2
1. Official Community Plan amendment	\$4,400
2. Official Community Plan amendment in combination with a consistent application for amendment to a Land Use Bylaw	\$5,500
3. Land Use Bylaw or Zoning Bylaw amendment	\$4,400
1. Application to amend a Land Use Bylaw for the purpose of rezoning a property to permit a seasonal cottage for use as affordable housing	\$1,100
2. Application from a non-profit organization or society to amend a Land Use Bylaw for the purpose of rezoning a property for use as affordable housing	\$1,000
4. Land Use Contract amendment	\$4,400

TABLE 2 – Permits	
Column 1	Column 2
1. Development Permit	\$1,100
2. Development Permit amendment	\$330
3. Development Permit in combination with a companion application for a development variance permit in respect of a residential development	\$1,320
4. Development Permit in combination with a companion application for a development variance permit in respect of a commercial, industrial, or institutional development	\$1,540
5. Development Variance Permit in respect of a residential development	\$715
6. Development Variance Permit in respect of a commercial, industrial or institutional development	\$935
7. Temporary Use Permit	\$1,100
8. Temporary Use Permit renewal	\$165
9. Heritage Alteration Permit	\$1,100

TABLE 3 – Subdivision Referrals	
Column 1	Column 2
1. Application for Subdivision Review – first parcel	\$1,100
2. Application for Subdivision Review – every additional parcel that would be created by the proposed subdivision	\$110
3. Application for Subdivision Review – parcel line adjustments only, creating no additional parcels	\$330

TABLE 4 – Other Applications	
Column 1	Column 2
1. Board of Variance	\$990
2. Strata Conversion	\$1,100
3. Liquor and Cannabis Regulation Branch – Liquor applications	\$825
4. Liquor and Cannabis Regulation Branch – Cannabis Retail applications	\$4,000

- BL514 (10/18) 3.2 Applications which proceed with processing but are rejected prior to public notification are entitled to a 50% fee refund.
- BL514 (10/18) 3.3 Applications which proceed with processing but are rejected post public notification are not entitled to a fee refund.
- BL514 (10/18) 3.4 Applications not subject to public notifications, which proceed with processing, and which are considered by the Local Trust Committee, or a referral response completed and submitted by staff, are not entitled to a fee refund.
- BL514 (10/18) 3.5 An application administration fee in the amount of \$110.00 being a portion of the fee referred to in Table 1, Table 2, Table 3, and Table 4 is not refundable in any event.
- BL514 (10/18) 3.6 Subject to Section 3.2 – Section 3.5, if an application is not processed for any reason, the Islands Trust must refund to the applicant the application fee.

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 “Salt Spring Island Local Trust Committee Fees Bylaw 2000”, is repealed upon adoption of this bylaw.

READ A FIRST TIME this 5th day of July, 2007

READ A SECOND TIME this 26th day of July, 2007

READ A THIRD TIME this 26th day of July, 2007

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST this 28th day of August, 2007

ADOPTED this 6th day of September, 2007

Chairperson

Secretary