

Date: November 6, 2024

To: **Mayor and Council**

Name and title: Deanna Wasnik, Director of Planning and Development

Subject: Housekeeping Amendments to Comprehensive Fees and Charges Bylaw No. 7557, 2004 (Bylaw No. 9506)

Attachment(s):

- Exhibit “A” to Bylaw No. 9506
- Redlined Version – Comprehensive Fees and Charges Bylaw No. 7557, 2004 – Schedule “A-5” Development Services: Fees and Charges for Land Use Planning

Recommendation(s):

That Council GIVES FIRST THREE READINGS to “City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004, Amendment Bylaw No. 9506, 2024”.

Purpose:

The purpose of this report is to seek Council’s approval for a housekeeping amendment to the City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004 (“Fees and Charges Bylaw”).

Strategic Priorities:

Maintaining accurate and reliable bylaws support Council’s priorities of organizational excellence.

Background:

At the September 11, 2023 Regular Meeting of Council, Council approved City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004, Amendment Bylaw No. 9420, 2023. Bylaw No. 9420 included several updates to fees and charges for general and utility fees, including Schedule “A-5” Development Services: Fees and Charges for Land Use Planning.

Discussion:

Schedule “A-5” Development Services: Fees and Charges for Land Use Planning

Certain fees and charges are calculated based on the lot area, or gross floor area of a proposed development (i.e., official community plan amendments, zoning bylaw amendments, and development permit applications). To provide an application fee threshold (i.e., maximum application fee), Administration is proposing to implement a maximum limit for fee calculations based on lot area and gross floor area. The proposed maximum limit for land use application fees has been determined

following a review of comparable municipalities for applications and services. The proposed fee amendments are outlined on Exhibit "A" to Bylaw No. 9506. A redlined version of Fees and Charges Bylaw Schedule "A-5" Development Services: Fees and Charges for Land Use Planning is also attached to clearly identify the proposed fee changes.

Alternatives:

1. Approve the bylaw
2. Approve the bylaw as amended
3. Refuse the bylaw
4. Defer or otherwise deal with the bylaw

Administration recommends that Bylaw No. 9506, 2024 be approved.

Summary and conclusion:

Administration recommends Council approve the bylaw readings as outlined in the recommendation to provide a maximum application fee for land use applications.

Respectfully submitted:

Deanna Wasnik, Director of Planning and Development

Prepared by: Kali Holahan, Supervisor, Land Use Planning

Approved:

Walter Babicz, City Manager

Meeting date: 2024/11/18