

**CITY OF PRINCE GEORGE**  
**BYLAW NO. 9522, 2024**

A Bylaw of the City of Prince George to amend the “City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004”.

**WHEREAS** Council enacted “City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004” to consolidate fees and charges from various Bylaws for numerous City services and/or uses of facilities owned or operated by the City of Prince George;

**AND WHEREAS** Council deems it desirable to amend the “City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004” by amending Schedule “C-3(a): Administrative Services: Fees and Charges for Records Administration”;

**NOW THEREFORE** the Council of the City of Prince George, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. That “City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004”, be amended as follows:
  - a. That Section (g) of Schedule “C-3(a): Administrative Services: Fees and Charges for Records Administration”, be deleted in its entirety and replaced with the following:

(g)	Historical property file records	
	(i) Property file records search – single family dwellings and duplexes Includes search & retrieval fee, copies of building related applications, permits inspections, survey certificates on file	\$31.00 (flat fee includes GST)
	(ii) Property file records search – commercial properties, apartment buildings, and strata complexes Includes search & retrieval fee, copies of building related applications, permits inspections, survey certificates on file	\$31.00 (flat fee includes GST) ** Time intensive search and retrieval fees over 30 minutes will result in extra fees at \$10.00 per ¼ hour
	(iii) Location survey (survey certificate)	\$16.00 (flat fee includes GST)
	(iv) Building plans – offsite storage - view only	\$48.00 (flat fee includes GST)
	(v) Building plans – offsite storage - paper copies to be scanned (sent electronically)	\$53.00 for first 10 pages, \$10.00 per additional page

2. That the Mayor and Corporate Officer are hereby empowered to do all things necessary to give effect to this Bylaw.
3. That this Bylaw may be cited for all purposes as the “City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004, Amendment Bylaw No. 9522, 2024”.

READ A FIRST TIME THIS DAY OF , 2024.

READ A SECOND TIME THIS DAY OF , 2024.

READ A THIRD TIME THIS DAY OF , 2024.

First three readings passed by a decision of Member of City Council present and eligible to vote.

ADOPTED THIS DAY OF , 2024,

BY A DECISION OF ALL MEMBERS OF CITY COUNCIL PRESENT AND ELIGIBLE TO VOTE

---

MAYOR

---

CORPORATE OFFICER