



The Corporation of the District of North Cowichan

**Fees and Charges Amendment Bylaw**

BYLAW NO. 4059

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*A bylaw to amend the building-related fees and charges established under  
Fees and Charges Bylaw No. 3784.*

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The Council of The Corporation of The District of North Cowichan, enacts in open meeting assembled, as follows:

**Citation**

1 This Bylaw may be cited as "*Fees and Charges Amendment Bylaw No. 4059, 2026*".

**Amendment**

2 Fees and Charges Bylaw No. 3784, 2020 is amended as follows:

- (a) Schedule A – Administration Fees is amended by:
  - (i) deleting from Schedule A (Section 2, Miscellaneous Fees) Item 13 "Sign Permit"; and
  - (ii) adding a new Schedule A (Section 3, Building Administrative Fees), as set out in Schedule 1 of this Bylaw.
- (b) Schedule C – Development and Permitting Fees is amended by:
  - (i) repealing and replacing Schedule C (Section 1, Building Fees) with Schedule 2 of this Bylaw; and
  - (ii) repealing and replacing Schedule C (Section 5, Plumbing Fees) with Schedule 3 of this Bylaw.

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READ a first time on \_\_\_\_\_.

READ a second time on \_\_\_\_\_.

READ a third time on \_\_\_\_\_.

ADOPTED on \_\_\_\_\_.

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CORPORATE OFFICER

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PRESIDING MEMBER

Schedule "1" to accompany "Fees and Charges Amendment Bylaw No. 4059, 2026".

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Presiding Member

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Corporate Officer

### **SCHEDULE A – ADMINISTRATION FEES**

*(Section 3, Building Administrative Fees)*

Item	Column 1 <b>Description</b>	Column 2 <b>Amount</b>
1	Building plan search – Residential (includes electronic file for download)	\$30
2	Building plan search – Commercial (includes electronic file for download)	\$60
3	Contaminated Site Profile	\$100
4	Digital copies of permit plans (scanning paper copies and turning them digital)	\$100
5	Document – Building Plans & Survey Plans (paper copy, architectural size)	\$8 per page + GST
6	LTSA - Title Search (for properties within the Municipality of North Cowichan only)	\$30
7	LTSA - Additional document search (encumbrances or notices registered on title)	\$30
8	Property File Review – Residential (up to 3 units)	\$100
9	Property File Review – Commercial, Industrial, Multi-Family (4+)	\$150
10	Property File Review – Complex Buildings	\$300
11	Reduction where Letters of Assurance relied on	5% reduction, up to a maximum of \$500
12	Refund for withdrawn application if no inspections done	70% refund (minimum \$100 retained)

Schedule "2" to accompany "Fees and Charges Amendment Bylaw No. 4059, 2026".

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Presiding Member

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Corporate Officer

## **SCHEDULE C – DEVELOPMENT AND PERMITTING FEES**

*(Section 1, Building Fees)*

Construction values for building permit fee calculations may be determined using the Marshall & Swift/Boeckh® (MSB) cost guide, an industry-standard third-party index that provides objective, up-to-date construction cost data based on geographic location and building type.

Disagreements in the "Value of Construction": Where there is disagreement between the building permit application value of construction and the value determined by a Building Inspector, the Building Inspector's value of construction will be the value applied unless the applicant provides the value as determined by a professional building appraiser registered with the Appraisers Institute of B.C.

Value of construction: Value of construction is the current market value of the proposed construction completed, as would be determined by a professional appraiser registered with the Appraiser Institute of B.C.

<b>Item</b>	<b>Description</b>	<b>Amount</b>
<i>Core Building Permit Fees</i>		
1	Building Permit Fee – for construction value not exceeding \$5,000	\$150
2	Building Permit Fee – for construction value greater than \$5,000 but less than \$100,000	\$150 + 1% of construction value
3	Building Permit Fee – for construction value of \$100,000 or greater	\$150 + 1% of construction value
<i>Other Building Permit Fees</i>		
4	Alternative solution review	\$300
5	Building Permit - construction done without valid permit	Double the building permit fees
6	Building Permit – reinstatement of expired permit (includes one inspection)	\$300
7	Demolition of building or structure	Residential: \$150; Commercial/Industrial/Multi-Family: \$250
8	Emergency restoration permit (for fire, flood, wind)	\$150 + 1% of value of restoration estimate submitted with building

		permit application
9	Float (new) base for structure	\$150 + 1% of construction value
10	Float building/structure – built elsewhere or built on site	\$150 + 1% of construction value
11	Hoarding permit fee (construction fencing)	\$150
12	Inspection – reinspection	\$150
13	Plan revision fee after building permit issuance	\$100
14	Relocation of building/structure (including manufactured and float homes)	\$150 + 1% of construction value
15	Retaining wall/s	\$150 + 1% of construction value
16	Secondary suite permit (includes legalization and new development)	The greater of \$150 + 1% of construction value or \$165/sq.ft.
17	Sign permit	\$150 + 1% of construction value
18	Site preparation permit	\$100
19	Special safety inspection	\$500

Schedule "3" to accompany "Fees and Charges Amendment Bylaw No. 4059, 2026".

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Presiding Member

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Corporate Officer

**SCHEDULE C – DEVELOPMENT AND PERMITTING FEES**

*(Section 5, Plumbing Fees)*

<b>Item</b>	<b>Description</b>	<b>Amount</b>
1	Plumbing fixtures – 1 or 2	\$30 flat fee for one or both
2	Plumbing fixtures – 3 and up	\$15 per fixture (no minimum fee, no bulk discount)
3	Fire Sprinkler System Installation	\$3 per sprinkler head
4	Installation of residential or commercial lawn sprinkler system	\$30 per zone
5	Decommission of septic tank	\$30
6	Construction without a valid plumbing permit	Double fee
7	Inspection of fire protection system	\$26.50 per standpipe hydrant or hose connection