



DISTRICT OF SOOKE FEES AND CHARGES AMENDMENT BYLAW NO. 928

A bylaw to amend Bylaw No. 752, Fees and Charges Bylaw, 2019 to update, revise, and replace administrative, building permit, business licence, development application, and subdivision fees.

The Council of the District of Sooke, in open meeting assembled, enacts as follows:

Citation

1. This Bylaw is cited as "Fees and Charges Amendment Bylaw No. 928 (752-11), 2025."

Amendments

2. Fees and Charges Bylaw No. 752, 2019, is hereby amended as follows:

- (a) Schedule 1 – Administrative Charges is amended by adding the following rows to the Miscellaneous Charges section:

Sooke Potholes Gateway Parking – Short term Rate	\$2/2 hours (short term)
Sooke Potholes Gateway Parking – Daily Rate	2025 \$4/day 2026 \$5.50/day 2027 \$7/day
Sooke Potholes Gateway Parking – Season Pass	2025 \$30 2026 \$45 2027 \$60
Parks Use Permit – Special Use	\$150
Parks Use Permit – Special Use (non-profit applicant)	\$40
Parks Use Permit – Special Use Refundable damage deposit	\$500
Memorial Plaque on Commemorative Item	\$750.00
Memorial Plaque on Commemorative Item Renewal (10 to 20-year tenure)	\$1,000.00

- (b) Schedule 1 – Administrative Charges is amended by revising the following fees specified under Miscellaneous Charges section:

Commercial Use of Municipal Property	\$250/day \$400/3-month period \$1,000/year \$1,500 refundable damage deposit
Commercial Use of Municipal Property - Low impact/low risk	\$150/day \$200/3-month period \$500/year \$500 refundable damage deposit
Memorial Plaque Replacement	\$750.00

- (c) Schedule 3 – Building Bylaw Fees is amended to enhance clarity regarding tiered rate calculations and construction values, used for calculating building permit fees, by replacing tables titled ‘Building Permit Fees Based on Construction Value’, ‘Construction Value Rates’, and ‘Floor Area or Type of Structure’ with the following table:

**SCHEDULE 3 – Building Permit
 Building Regulation Bylaw**

Building Permit Fees Based on the Value of Construction (all fees are subject to applicable taxes)	
The Value of Construction*	Fees
\$0 - \$1,000	\$100.00
\$1,001 - \$300,000	\$100.00 for the first \$1,000, plus 1.5% x the value of construction in excess of \$1,000
\$300,001 - \$500,000	\$4,585.00 for the first \$300,000, plus 1.2% x the value of construction in excess of \$300,000
\$500,001 - \$1,000,000	\$6,985.00 for the first \$500,000, plus 1.0% x the value of construction in excess of \$500,000
\$1,000,001 - \$15,000,000	\$11,985.00 for the first \$1,000,000, plus 0.5% x the value of construction in excess of \$1,000,000
\$15,000,001 and over	\$81,985.00 for the first \$15,000,000, plus 0.3% x the value of construction in excess of \$15,000,000

- * The Value of Construction is the greater of:
 a) the declared value;
 b) the value calculated in accordance with the "Marshall & Swift Valuation Service", or other industry databases approved by the Chief Building Official; or
 c) the value determined at the discretion of the Chief Building Official.

- (d) Schedule 3 – Building Bylaw Fees is amended by adding the following row to the ‘Building Permit Fees’ table:

Development Review Fees: When the Fire Department is involved in the process of plan review, commissioning and occupancy of new structures and renovations in order to determine compliance with an issued building permit.	0.1% based on value of the work associated with that Building Permit with a minimum fee of \$100.00
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- (e) Schedule 4 – Business Licence is amended by adding the following row to the existing ‘Business Licence Fee’ table.

Inter-Community Business Licence Fee	\$170.00
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- (f) Schedule 5 – Development Applications is amended by revising the wording under the ‘Development Application Fees’ table to the following:

*Public Hearing and Council Notification costs are included in the base fee unless otherwise noted. If the application is withdrawn prior to the issuance of statutory notice (including Notice of First Reading or Notice of Public Hearing), \$2,300 will be refunded.

- (g) Schedule 10 – Subdivision Fees is amended by adding a new table titled ‘Cash in Lieu’ as follows:

Subdivision Application Fees (all fees are subject to applicable taxes)		
Cash in Lieu		
Road Classification	Drawing No.	Cost per linear metre
Suburban Local	SS-R10	\$3,850
Suburban Collector	SS-R9	\$4,250
Rural Local	SS-R12	\$1,850
Rural Collector	SS-R11	\$2,725
Town Centre Street	SS-R13	\$4,375
Arterial 20m	SS-R16	\$3,350
Arterial 25m	SS-R15	\$3,600
Hwy 14	SS-R17	\$5,950
Lane	SS-R14	\$2,000

READ a FIRST, SECOND, and THIRD time the 8th day of September,
2025. ADOPTED on this 29th day of September, 2025.



Mayor



Corporate Officer