

DOCUMENT COPYING FEE BYLAW, 2008, NO. 8919

CONSOLIDATED FOR CONVENIENCE AND REFERENCE PURPOSES ONLY

This consolidated version is not a legal document. For official purposes please refer to the original bylaw and amending bylaw documents.

Includes Bylaw Amendments: No. 9923

THE CORPORATION OF THE DISTRICT OF SAANICH

BYLAW NO. 8919

TO IMPOSE FEES FOR CERTAIN SERVICES

WHEREAS the Municipal Council may pursuant to the *Community Charter* impose fees payable in respect to the provision of services;

AND WHEREAS the Municipal Council may pursuant to the *Freedom of Information and Protection of Privacy Act* set fees for services related to providing copies of records;

NOW THEREFORE the Municipal Council of The Corporation of the District of Saanich in open meeting assembled enacts as follows:

1. Any person requesting a copy of a record or other service listed in Schedule 'A' attached hereto shall pay to the Municipality the corresponding fee shown on Schedule 'A' to offset the Municipality's costs in researching, preparing, handling and copying the record.
2. This Bylaw may be cited for all purposes as the "**DOCUMENT COPYING FEE BYLAW, 2008, NO. 8919**".

Includes Bylaw Amendment 9923

SCHEDULE 'A'**SCHEDULE OF FEES FOR COPIES, PRINTS, AND REPORTS
PROVIDED TO THE PUBLIC**

Charges for the copying and provision of documents, etc. pursuant to formal requests under the Freedom of Information and Protection of Privacy Act will be in accordance with the Fee Schedule attached to Bylaw No. 7372.

The following rates and charges shall apply. They do NOT include applicable sales taxes, which will be added on top.

General

Photocopies (other than copies of information otherwise listed below)	First 15 copies = Free Each page thereafter = \$0.25
Staff time for obtaining and photocopying documents	\$7.50 each ¼ hour after first 3 hours
Shipping and Handling	Actual cost of shipping and handling

Archives

Photocopies	\$.25 per copy
Digital image – USB drive or file transfer	\$ 10.00 per image
Additional charge for USB	\$ 5.00
Images from the Saanich Archives website Non-commercial	Free (but permission is required for all uses other than research & private study)
Commercial use of a single image	\$100.00
Merchandising use of a single image	\$100.00 + \$0.10 per reproduction

Non-commercial use includes use in newspaper or magazine articles, personal use, use by educational institutions for research or educational purposes, or use in local history books. The fee grants a license to use, not ownership of, the image/document.

Commercial use includes any use by a commercial enterprise, display by a commercial enterprise, artists, or photographers, or publication in/on books or websites not listed above as non-commercial. The fee grants a license to use, not ownership of, the image/document.

Merchandising use includes reproduction on or as merchandise. The fee grants a license to use, not ownership of, the image/document.

Bylaws

Zoning Bylaw	\$15.00
Zoning Base Map 1:5000	\$50.00
Subdivision Bylaw	\$ 5.00

Engineering – Miscellaneous

Saanich Engineering Specifications	\$25.00
Digital Mapping Data	\$0.25/kilobyte (dwg or shape file format) Minimum charge \$25.00
Digital Colour Ortho Air Photos ECW 25x compressed format, provided on CD	\$50.00 for the first 1:2500 Saanich grid sheet, \$10.00 for additional grid sheets up to a maximum of \$500.00 (65 grids cover Saanich)
Digital Colour Ortho Air Photos ECW 40x compressed format, provided on CD	\$50.00 for one grid sheet coverage of the whole of Saanich File Name: Saanich_2007_40x.ecw (lower resolution)

Map Prints

Various Sizes – Single Line Maps	\$10.00
1" = 40', 1:500 – Service Drawings	\$10.00
1:5000 – Base Book	\$50.00
1:5000 – Service Book (Water)	\$50.00
1:5000 – Service Book (Drain)	\$50.00
1:5000 – Service Book (Sewer)	\$50.00
1:2500 – Colour Ortho Air Photos	\$50.00
1:5000 – Colour Ortho Air Photos	\$25.00
1:2500 – Colour cadastral, contours & buildings	\$50.00
1:5000 – Colour cadastral, contours & buildings	\$25.00
1:2500 – Colour Ortho Air Photos (with cadastral, contours & buildings)	\$75.00
1:10,000 – Zoning Wall Map (Planning Dept.)	\$30.00
Custom GIS Mapping Dependant on staff time availability	\$100.00 per hour Minimum charge \$50.00
Colour Prints from GIS 8 ½ " x 11"	\$5.00

Planning – Reports and Plans

Official Community Plan	
- Colour	\$25.00
- Black & White/with Colour Maps	\$15.00
Local Area Plans	
- Colour	\$25.00
- Black & White/with Colour Maps	\$15.00
D.P. Guidelines	
- Colour	\$25.00
- Black & White	\$ 5.00
Miscellaneous Action Plans	
- Colour	\$15.00
- Black & White	\$ 2.50 - \$5.00
Heritage	
- Heritage Management Plan	\$ 5.00
- Heritage Action Plan	\$10.00
- Discover Saanich Heritage Structures	\$24.95

Miscellaneous Planning Studies	
- Black and White	\$ 5.00
- Colour	\$10.00
E.S. Atlas	\$65.00
Property Status Enquiries	\$50.00