

Town of Yarmouth
SCHEDULE OF FEES POLICY

Effective: November 28th, 2001 – Amended: October 10th, 2024
TOY 30



1.0 Purpose

To provide a Policy that sets out and amends the fees the Town of Yarmouth charges for certain applications, approvals, permits, licenses, and services.

2.0 Scope

This Policy applies except to the extent of any conflict with applicable provincial legislations, and where the fee amounts in this Policy differ from those set out in a Bylaw, Recorded Resolution, Policy or Resolution of the Municipality in effect on the effective date of this Policy, the fee amounts set out in this Policy shall amend those previously in effect.

3.0 References

Nova Scotia Municipal Government Act

4.0 Definitions

Fees are all fees paid to the Town of Yarmouth for certain applications, approvals, permits, licenses, and services.

5.0 Policy

5.1 The fees to be paid to the Town of Yarmouth for licenses, inspections, permits, applications, approvals, animal impoundments, or services are set out in the Schedules attached to this Policy.

5.2 Fines issued by Summary Offence Tickets for contravention of any Town Bylaws or Provincial/Federal laws are not within the scope of this Policy.

5.3 Policy Review

This policy will be reviewed annually from effective/amended date.

Schedules of Fees:

- a. Administrative/Financial Services Fees
- b. Building and Development Permit Fees
- c. Land Use Planning & Development Fees
- d. Vending Fees:
 - D.1 - Street and Public Property Vending Permit Fees (amendment Nov 2023)
 - D.2 - Itinerant Amusement Performances License Fees (amendment Nov 2023)
- e. Operational Services Fees
- f. Town of Yarmouth Transit Ridership Rates
- g. Engineering Services Fees
- h. Fire Services Fees
- i. Taxi Administration Fees
- j. Solid Waste Storage, Collection & Disposal
- k. Dog Registration & Impoundments Fees(Administered by Yarmouth SPCA)

Schedule A –Administrative/Financial Services Fees

Description	Fee	HST
Town Seal For affixing the seal to a document of certificate	\$5.00 per document	HST Exempt
Tax Certificate Fee	\$20.00 per certificate	HST Exempt
Deed Transfer Tax	1.0%	
Dog Registration (Annual Fee) <ul style="list-style-type: none"> • Dog registration (male or female) \$50.00 • Dog registration for neutered male or spayed female \$25.00 • Dog registration for neutered male or spayed female with microchip or tattoo \$10.00 • Fierce and dangerous dog registration \$250.00 • Kennel registration \$100.00 		HST Exempt
Interest on Overdue Taxes (Interest is applied monthly on the first day of each month after the Tax Due Date)	14% annual	
Not Sufficient Funds (NSF) Cheque Fee	\$25.00	
Heritage Property Registration Application	No Fee	

Schedule B – Building and Development Permit Fees (For your information only refer to TOY 13)

****Building and Occupancy Permit fees are waived March 31st, 2028****

Description	Fee	HST
Development Permit	No Fee	
Zoning Confirmation Letter	\$25.00	Plus HST
Building Permit Fees:		
Commercial Development: New Commercial, Industrial, or other building not listed.	\$0.20 per sq ft-	HST Exempt
Residential Development: New Residential buildings, community centres and churches.	\$0.10 per sq ft	HST Exempt
Accessory Buildings: and other sheds, decks, shell storage, garages, barns, other farm, forestry, or fishing buildings not designed for human occupancy.	\$0.10 per sq. ft.	HST Exempt
All alterations or repairs	\$4.00 per \$1,000 of estimated value of construction work.	HST Exempt
Demolition Permit * Capping Inspection Fee required with existing hookups to Town Services and refunded after capping and required inspections by Public Works Department.	\$50.00 + \$10.00 (non-refundable processing fee) + \$200.00 *Capping Inspection Fee = \$260.00	HST Exempt
Occupancy Permit	\$35.00 (includes \$10.00 non-refundable fee). If no Building Permit in place, fee is \$50.00 (includes \$10.00 non-refundable fee)	HST Exempt

Schedule C – Land Use Planning & Development Fees

*LRO = Land Registry Office

Description	Fee	HST
Subdivision Fees:		
Application for a Plan of Subdivision	\$100.00 + *LRO Fees	HST Exempt
Application to Repeal or Amend Plan of Subdivision	\$50.00 + *LRO Fees	HST Exempt
Cash in lieu of Open Space	5% of assessed value of new lot(s) created.	HST Exempt
Maps and Photocopies:		
Official Town Documents Printing Cost:		
<ul style="list-style-type: none"> • Land Use Bylaw or Municipal Planning Strategy • Collins Heritage Conservation District Plan and Bylaw • Subdivision Bylaw • Street Vendors Bylaw complete with Licenses Bylaw 	\$35.00 \$35.00 \$25.00 \$25.00	Plus HST Plus HST Plus HST Plus HST
Print of Zoning Map (11x17)	\$5.00 (B&W), \$8.00 (Colour)	HST Exempt
Provide electronic copy of stock map	\$10.00	HST Exempt
Provide custom electronic map (minimum ½ charge)	\$30.00/hour + stock map of \$10.00	HST Exempt
Print of Large-Scale Plots (dependent on size)	\$8.00 - \$30.00	HST Exempt
Land Use Planning and Development:		
Property Status Reports (no-charge for non-profit)	\$50.00	Plus HST
Application for a Development Agreement**	\$100.00 + LRO Fees	HST Exempt
Legal Cost of Preparing Forms for Development Agreement (Land Registration Office Forms)	\$75.00	Plus HST
Application to Amend a Development Agreement	LRO Fees	
Application to Amend the Municipal Planning Strategy & Land Use Bylaw	No Fees	
Advertising Fee for Amendments to Municipal Planning Strategy, Land Use Bylaw, Rezoning, and Development Agreements*** (cost associated with Ads for required public meeting and hearing)	\$300.00	HST Exempt
Application for a Variance or a Site Plan Approval	\$100.00	

** The \$100 fee will be waived from July 1, 2023 until July 1, 2024 for development agreement applications for a short-term rental established before July 1 2023.

*** The \$300 Advertising Fee will be waived from July 1, 2023 until July 1, 2024 for Development Agreements for a short-term rental established before July 1, 2023.

Schedule D – Vending Fees (Administered by Bylaw Enforcement)

D.1: Vending Bylaw (For your information only refer to TOY 83)

Description	Fee	HST
Mobile Canteen Permit – per event	\$100.00	HST Exempt
Mobile Canteen Permit – per calendar month	\$200.00	HST Exempt
Mobile Canteen Permit – per calendar year	\$500.00	HST Exempt
Push Cart/Stand Vending Unit	\$25 per unit/week \$50 per unit/month	HST Exempt
Outdoor Farmers’ or Outdoor Craft Market – per event	\$100.00	HST Exempt
Outdoor Farmers’ or Outdoor Craft Market – per calendar month	\$200.00	HST Exempt
Outdoor Farmers’ or Outdoor Craft Market – per calendar year	\$500.00	HST Exempt
Outdoor Fruit/Vegetable/Fish Stand or Vehicle – per week	\$25.00	HST Exempt
Outdoor Fruit/Vegetable/Fish Stand or Vehicle – per calendar month	\$100.00	HST Exempt
Outdoor Fruit/Vegetable/Fish Stand or Vehicle – per calendar year	\$500.00	HST Exempt
All other Vendors (Refer to TOY XX Vending Bylaw)	\$25 per vendor/week \$200 per vendor/calendar month \$500 per vendor/calendar year	HST Exempt
Umbrella Event Permit Fee	\$100 per event	HST Exempt
Non-Profit Event or Unit	\$0.00	\$0.00

Schedule E – Operational Services Fees

Description	Fee	After Hours Fee	HST
Water Utilities Fees:			
• Set-up new water account	\$50.00		
• Connection to Town water system	\$50.00		
• Turn water off and on (e.g., for repairs)	\$50.00	\$150.00	
• Final meter reading (selling house)	\$50.00		
• Remove meter	\$50.00		
• Install meter	\$50.00		
• New construction Build (total fees)	\$150.00		
• Property Sold (total fees)	\$100.00		
Street Events Permit (to restrict the use of Town Streets)			
	No Fee		
Walkathon, Bikeathon, Parade Permit			
	No Fee		
Killam Bros. Marina Fees:			
Ship Length in Feet:	Cost Per Foot Per Night		
• 0 – 80 Feet	\$1.50/ft		Plus HST
• Over 80 Feet	Contact Marina Office		Plus HST
Mooring:			
• Daily Rate (per night)	\$20.00		Plus HST
• Weekly Rate (five times daily rate)	\$100.00		Plus HST
• Seasonal berths and moorings are also available – contact the marina office for details.			

Schedule F – Town of Yarmouth Transit

***Transit fares were eliminated on October 10th, 2024.**

Schedule G - Engineering Services Fees

Description	Fee	HST
Encroachment Permit	\$500.00	
Street Disturbance Permit Fee: <ul style="list-style-type: none"> • \$100 non-refundable fee; \$50 for traffic obstruction with no damage to surface or subsurface of street; security deposit of \$1,000 or other such amount as determined by Town Engineer in the case of excavation 	See description	
Annual Street Disturbance Permit Fee: <ul style="list-style-type: none"> • \$500 non-refundable fee; security deposit of \$10,000 or higher, as determined by Town Engineer. 	See description	
Sewer Entrance Application Fee	\$500.00	
Surface Run Off Approval Application	No Fee	
Sidewalk Café Permit	No Fee	

Schedule H - Fire Services Fees (For your information only refer to TOY 70)

Description	Fee	HST
Recreational Burn Permit (annual)	\$50.00	

Schedule I –Taxi Administration Fees (For your information only refer to TOY 32)

Description	Fee	HST
Taxi Company License	\$100.00 for one vehicle; each additional vehicle \$100.00	HST Exempt
Limousine Company License	\$100.00 for one vehicle; each additional vehicle \$100.00	HST Exempt
Taxi Driver’s License or Limousine Driver’s License	\$50.00 per license	HST Exempt
Transfer of Taxi Owner’s License from 1 vehicle to another	\$25.00	HST Exempt
Taxi Fare Rates:		
<p>06:00 am – Midnight 1 – 5 Passengers Based rate for 1 passenger is \$8.00 with additional cost per passenger at \$1.00 with legal number of seatbelts provided in vehicle. Children under 12 years of age, accompanied by an adult ride at no additional cost.</p> <p>Passenger = pax</p>	<p>\$10.00: 1 pax \$11.00: 2 pax \$12.00: 3 pax \$13.00: 4 pax \$14.00: 5 pax Rate double for return trip.</p>	HST Included
<p>Midnight – 06:00 am 1 – 5 Passengers Based rate for 1 passenger is \$9.00 with additional cost per passenger at \$1.00 with legal number of seatbelts provided in vehicle. Children under 12 years of age, accompanied by an adult ride at no additional cost.</p> <p>Passenger = pax</p>	<p>\$11.00: 1 pax \$12.00: 2 pax \$13.00: 3 pax \$14.00: 4 pax \$15.00: 5 pax Rate double for return trip.</p>	HST Included
Each Stop After the First Stop	\$1.00	HST Included
Package Delivery	\$2.00 + regular fare	HST Included
Cruising or Waiting	\$60.00 per hour or \$1.00 each minute	HST Included

Schedule J - Solid Waste Storage, Collection and Disposal (For your information only refer to TOY 21)

Description	Fee	HST
License Fee	\$50.00	HST Exempt

Schedule K – Dog Impoundments * Administered by Yarmouth SPCA (For your information only refer to TOY 20)

Description	Fee	HST
Impoundment Type		
First impoundment in any calendar year		
• Neutered male or spayed female dog	\$25.00	HST Exempt
• Non-neutered or unspayed dog	\$50.00	HST Exempt
• Fierce and Dangerous dog	\$250.00	HST Exempt
Second impoundment in any calendar year		
• Neutered male or spayed female dog	\$100.00	HST Exempt
• Non-neutered or unspayed dog	\$250.00	HST Exempt
• Fierce and Dangerous dog	\$500.00	HST Exempt
Third impoundment in any calendar year		
• Neutered male or spayed female dog	\$200.00	HST Exempt
• Non-neutered or unspayed dog	\$500.00	HST Exempt
• Fierce and Dangerous Dog	\$1,000.00	HST Exempt

Clerk's Annotation for Official Policy Book

Date of Adoption: November 28th, 2001

Date of Amended Policy: February 10th, 2022

Date of Amended Policy: July 13th, 2023 (Est. STR fees waived)

Date of Amended Policy: November 16th, 2023

Date of Amended Policy: April 11th, 2024 (Schedule B Fees Waived)

Date of Amended Policy: October 10th, 2024 (Elimination of Transit Fares)

I certify that this 'Schedule of Fees Policy' was adopted by Council as indicated above.

Town Clerk:

Date: