



CITY OF COQUITLAM
Planning and Development Department
3000 Guildford Way
Coquitlam, BC V3B 7N2
Phone: 604-927-3430
Fax: 604-927-3405

POLICIES

DATE: 2014-05-23

SUBJECT: EXCESS/EXTENDED SERVICES (LATECOMER CHARGES)

INTENT: This policy is adopted in accordance with Section 939 of the *Local Government Act* (LGA), and is intended to:

- Establish the principles governing the installation of excess or extended municipal services and infrastructure by developers in order to provide an equitable and reasonable mechanism to collect levies, otherwise referred to as Latecomer Charges, from benefiting properties
- Delegate to the General Manager Planning and Development the authority to administer the policy

POLICY: This policy applies only to services deemed excess or extended, as determined by the City in accordance with the LGA, which are required to be constructed by the developer as part of the development process. The following guidelines govern the City's policy on excess/extended services, and Latecomer Charges:

1. The General Manager, Planning and Development is authorized to determine latecomer eligibility and entitlements; eligible excess or extended services may include highway, water, sewer or drainage services.
2. The developer shall pay all the costs of the road, water, sanitary sewer or storm sewer excess or extended services, and may apply to the City to enter into a latecomer agreement in accordance with this policy.
3. The developer will be required to enter into a Latecomer Agreement in order to establish latecomer works and administer cost recovery from latecomer properties. Under the Latecomer Agreement, the City shall

impose a charge on subsequent, eligible latecomer owners who benefit and connect to the works.

4. Interest will accrue on Latecomer Charges at a rate prescribed by the Fees and Charges Bylaw No. 4425 as amended.
5. Latecomer Charges collected by the City shall be reimbursed to the frontender on an annual basis.
6. The term of the Latecomer Agreement shall be fifteen (15) years, unless a shorter period is specified and agreed-upon by the City and the developer; however the Latecomer Agreement shall become null and void when Latecomer Charges plus accumulated interest have been collected and paid to the frontender.
7. The City may, under special circumstances, pay all or part of the cost of upsizing the road, water, sanitary sewer or storm sewer systems, subject to funding availability and at the discretion of the General Manager Planning and Development. The developer shall not be eligible for latecomer benefits on any upsizing component of system extensions paid for by the City.
8. If a developer fails to apply for a Latecomer Agreement, or has commenced construction of works prior to the application for a Latecomer Agreement, or where application was made but fails to enter into and finalize the Latecomer Agreement with the City within 60 days of substantial completion of the works, then the developer shall be deemed to be party to a one day Latecomer Agreement which waives their rights and eligibility to receive latecomer benefits beyond the one day.
9. Latecomer Agreement applications and processing shall be administered and be subject to the procedures and requirements detailed in the "*Latecomer Manual*" as updated from time to time.
10. The General Manager Planning and Development is authorized to use discretion and, if required, make exceptions to this Policy based on special considerations.

CIRCULATION: Planning and Development staff
Engineering and Public Works staff

J.L. McIntyre, MCIP, RPP
General Manager Planning and Development