
VILLAGE OF GREENWOOD

Document Copying Cost Policy

1. This policy may be referred to as the “Document Copying Cost Policy”
2. In this Policy, “Village” means the Village of Greenwood.
3. In this Policy “Staff” means the Clerk-Treasurer of the Village of Greenwood.
4. In this Policy “Page” means each copied side of a sheet of paper.
5. This Policy does not apply to requests for copies of documents made under Part XX of the Municipal Government Act or the Freedom of Information and Protection Privacy Act, or regulations to those provisions.
6. Except as otherwise required by law, the Village shall charge the following amounts for document copies:

Document Description	Copying Cost
Bound Copies of the Municipal Planning Strategy for the Village of Greenwood, including accompanying maps and schedules	\$20 per bound copy, plus any applicable taxes
Bound copies of Land Use By-Law for the Village of Greenwood, including accompanying maps and schedules	\$20 per bound copy, plus any applicable taxes
Documents printed or copied commercially, notwithstanding any other provision in this table	At the actual cost to the Village plus any applicable taxes
Black and white copies of documents 8.5” x 11”; 8.5” x 14”, or smaller and containing less than twenty pages	\$1.00 per page plus any applicable taxes
Black and white copies of documents 8.5” x 17” or smaller, but greater than 8.5” x 14”	\$2.00 per page plus any applicable taxes
Blueprints or black and white copies of plans or other larger documents exceeding 11” x 17”	\$3.00 per page plus any applicable taxes
Colour photocopies of 11” x 14” or less	\$2.00 per page plus any applicable taxes



Waiver of Fees

7. Staff may waive fees of up to \$5.
8. With the approval of the Commission, staff may waive fees of up to \$10



