



City of
Peterborough

To: **Members of the General Committee**

From: **Richard Freymond**
Commissioner of Corporate and Legislative Services

Meeting Date: **May 13, 2019**

Subject: **Report CLSFS19-017**
Public Meeting to Amend 2019 Form 6 User Fees and Charges
- Building Inspection

Purpose

A report to recommend amending the 2019 Form 6 User Fees and Charges By-law for Building Inspection fees at a public meeting.

Recommendation

That Council approve the recommendation outlined in Report CLSFS19-017 dated May 13, 2019, of the Commissioner of Corporate and Legislative Services, as follows:

That the 2019 User Fee By-law 19-002 be amended by removing the Form 6 schedule of User Fees and Charges for Building Inspection and substituting with the amended Form 6 User Fees and Charges for Building Inspection, as per Appendix A of Report CLSFS19-017.

Budget and Financial Implications

Using the previously approved Form 6 will result in incorrect fees being applied to Building Inspection activities. As a result, staff have been applying the 2018 rate schedule resulting in an estimated \$8,000 in User Fees being forfeited to date in 2019.

Background

The City's 2019 User Fees and Charges – Form 6 was passed by Council on January 28, 2019. Six Building Inspection Rates were misaligned with the appropriate user fee name and description or had the incorrect unit of measure. The rates were included on page 161 of the 2019 Operating Budget Details and User Fees and Charges, Budget Book 2 of 3. Chart 1 shows the 2018 approved rate, the 2019 misprint and the proposed 2019 amendment.

Chart 1
Proposed Amended Building Inspection Rates

User Fee Name and Description	2018 Approved Rate	2019 Misprinted Rate	2019 Proposed Amended Rate
Industrial Commercial Institutional – Shell	\$14.46 /sq m gross floor area, min. \$210	\$14.85 /\$1,000 construction value, min. \$210	\$14.85 /sq m gross floor area, min. \$210
Industrial Commercial Institutional – Finished	\$19.27 /sq m gross floor area, min. \$210	\$19.79 /\$1,000 construction value, min. \$210	\$19.79 /sq m gross floor area, min. \$210
Design Structures and Stand Alone Works	\$212/permit	\$210/permit	\$216/permit
Plumbing Permit <= 10 fixtures	\$104/permit	\$216/permit	\$106/permit
Plumbing Permit > 10 fixtures	\$210/permit	\$106/permit	\$212/permit
Conditional Permit		\$212/permit	

As per the requirements of the **Building Code Act, 1992** s. 7 (Act), a Public Meeting must be held and a minimum of 21 days notice must be given. In compliance with the Act, the City Clerk provided notice on April 20, 2019, for the public meeting to be held May 13, 2019.

The indexing approved in Report PLBD15-001 Building Permit Fee Increase dated January 12, 2015 will continue in future years. Recommendation b) iii) of the report read as follows:

That commencing January 1, 2017, the Building Permit fees be adjusted annually by the most recent annual change in the Statistics Canada Quarterly, Construction Price Statistics.

Appendix A to Report CLSFS19-017 includes the amended rates.

Submitted by,

Richard Freymond
Commissioner of Corporate and Legislative Services

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Attachments:

Appendix A - Form 6 – User Fees and Charges
– 2019 Amended Building Inspection Fees

Appendix A

Form 6

User Fees and Charges - 2019

Department	Planning & Development Services
Division	Building
Activity	Building Inspection

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2018 Total Budgeted Rev from Fee	Date of Rate Change for 2019- if applicable	Proposed Rate as per 2019 Budget	2019 Total Budgeted Rev from Fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
	Building Permit Fees								
101-431-5612	New Residential Construction	To recover all costs of providing service	Rate based on gross floor area (m²)	\$17.91/sq.m gross floor area, min. \$207	N		04-Feb-19	\$18.27/sq.m gross floor area, min. \$210	
101-431-5612	Residential Alterations - without identifiable gross floor area	To recover all costs of providing service	Rate based on construction value	\$20.65 /\$1,000 construction value, min. \$207	N		04-Feb-19	\$21.08 /\$1,000 construction value, min \$210	
101-431-5612	Industrial Commercial Institutional - Shell	To recover all costs of providing service	Rate based on gross floor area (m²)	\$14.46/m² of gross floor area, min. \$206	N		04-Feb-19	\$14.85 /sq.m gross floor area, min. \$210	*
101-431-5612	Industrial Commercial Institutional - Tenant Fit-up and Alteration	To recover all costs of providing service	Rate based on construction value	\$20.34/\$1,000 construction value, min. \$206	N		04-Feb-19	\$20.89 /\$1,000 construction value, min \$210	
101-431-5612	Industrial Commercial Institutional - Finished	To recover all costs of providing service	Rate based on gross floor area (m²)	\$19.27/m² of gross floor area, min. \$206	N		04-Feb-19	\$19.79 /sq.m gross floor area, min. \$210	*
101-431-5612	Industrial Commercial Institutional Alteration - without identifiable gross floor area	To recover all costs of providing service	Rate based on construction value	\$20.34/\$1,000 construction value, min. \$206	N		04-Feb-19	\$20.89 /\$1,000 construction value, min.\$210	
101-431-5612	Demolition of Building up to 600 m² or up to 3 stories	To recover all costs of providing service	Flat Fee	\$210/permit	N		04-Feb-19	\$215/permit	
101-431-5612	Demolition of Building over 600 m² or 3 stories	To recover all costs of providing service	Flat Fee	\$410/permit	N		04-Feb-19	\$420/permit	
101-431-5612	Design Structures and Stand Alone Works	To recover all costs of providing service	Flat Fee	\$212 per permit	N		04-Feb-19	\$216/permit	*
101-431-5612	Plumbing Permit <= 10 fixtures	To recover all costs of providing service	Flat Fee	\$104 per permit	N		04-Feb-19	\$106/permit	*
101-431-5612	Plumbing Permit > 10 fixtures	To recover all costs of providing service	Flat Fee	\$210 per permit	N		04-Feb-19	\$212/permit	*
101-431-5612	Change of Use	To recover all costs of providing service	Flat Fee	\$210 per permit	N		04-Feb-19	\$212/permit	
101-431-5612	Conditional Permit	To recover all costs of providing service	Full Fee		N				*
101-431-5612	Occupancy Permit	To recover all costs of providing service	Flat Fee	\$365 per permit	N		04-Feb-19	\$372/permit	
101-431-5612	Reinspections	To recover all costs of providing service	Flat Fee	\$155 flat fee	N		04-Feb-19	\$158 flat fee	
101-431-5612	Construction Commenced Without Permit	To recover all costs of providing service	Flat Fee	\$190 flat fee	N		04-Feb-19	\$194 flat fee	
101-431-5612	Transfer Ownership	To recover all costs of providing service	Flat Fee	\$190 flat fee	N		04-Feb-19	\$194 flat fee	
101-431-5612	Cancelled building permit - fee refund	Refund in accordance with Building By-law 10-048	Varies - see by-law		N			Varies - see by-law	
		Total				\$1,575,000.00			\$1,700,000.00

Form 6

User Fees and Charges - 2019

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C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
	Other Fees								
101-431-5595	Building Code Order - Order To Comply	To recover all costs of providing service	each	\$170	N			\$170	
101-431-5595	Building Code Order - Stop Work Order	To recover all costs of providing service	each	\$335	N			\$335	
101-431-5595	Building Code Order - Unsafe Building	To recover all costs of providing service	each	\$500	N			\$500	
101-431-5595	Building Code Order - Order Prohibiting Occupancy	To recover all costs of providing service	each	\$500	N			\$500	
101-431-5595	Building Code Order - Order Not To Cover	To recover all costs of providing service	each	\$335	N			\$335	
101-431-5595	Building Code Order - Order To Uncover	To recover all costs of providing service	each	\$555	N			\$555	
101-431-5595	Building Code Order - Emergency Order	To recover all costs of providing service	each	\$665	N			\$665	
101-431-5595	Liquor licence inspection/approval letter	To recover all costs of providing service	each	\$60	N		04-Feb-19	\$80	
101-431-5595	Restaurant inspection/approval letter	To recover all costs of providing service	each	\$60	N		04-Feb-19	\$80	
101-431-5595	Retail car sales approval letter	To recover all costs of providing service	each	\$60	N		04-Feb-19	\$80	
101-431-5595	Day care provider approval letter	To recover all costs of providing service	each	\$60	N		04-Feb-19	\$80	
101-431-5595	Accessory apartment registration fee	To recover all costs of providing service	each	\$60	N		04-Feb-19	\$80	
101-431-5595	Retail gas/propane letter of approval	To recover all costs of providing service	each	\$60	N		04-Feb-19	\$80	
101-431-5595	Service charge on contract work	To recover all costs of providing service	10% of cost - min. \$25	10% of cost - min. \$50	N			10% of cost - min. \$50	
		Total				\$7,000.00			\$8,500.00