

Type of Decision									
Meeting Date	Friday, October 02, 2009				Report Date	Wednesday, Sept. 30, 2009			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	x	Information Only			Type of Meeting	X	Open		Closed

REPORT TITLE
Amendment to Building Fees Schedule 02/10/09/204

RECOMMENDATION: That the following resolution be considered amending the building fee schedule.

WHEREAS the fee schedule prepared in 2007 omitted certain classes of building permits; **AND WHEREAS** current practice has resulted in fees that seem too high for simple renovations or repairs in some instances and not adequate to cover the time to perform inspections in others;

THEREFORE BE IT RESOLVED THAT Schedule A to By-Law # 2007-06, being the Building By-law, be amended to reflect the following:

THAT the rates for commercial building, renovations, alterations etc. be increased from .20/square foot to .30/square foot;

THAT the Septic system fees be separated to show Class 2 and 3 system permits being reduced from \$300 to \$150 with Class 4 permits remaining at \$300;

THAT a new category for Class 1 be set as a no fee permit, simply to advise the CBO for approval of location;

THAT a new category called Re-roofing be set at \$30;

AND THAT a new category called Minor alterations, repairs, and renovations is set at \$15;

BE IT FURTHER RESOLVED THAT these fees be effective immediately upon passing of this resolution.

BACKGROUND/EXECUTIVE SUMMARY: Upon review of the application of the permit fees some problems have surfaced. In some instances, the fees that were set were too high for the amount of work required by our inspector. An example is minor repairs, door/window replacement etc.; a permit is required but can not be based on square footage. To fill this need the CBO has suggested a base permit of \$15. For re-roofing, a flat fee of \$40 has been used. Again, this fee is a little too high for the time it takes to issue the permit and inspect the roofing. We recommend a reduction to \$30.

The amount of time required to inspect and permit a Class 2 (grey water) or 3 (cess pool) septic system is also significantly less than a class 4 system. For this reason we recommend reducing the fees from \$300 - \$150. The Class 1 (pit privy) category be set as no fee simply so that people will know that they have to advise the CBO so that he can approve the location.

In other cases, the amount for fees set is too low, when compared to neighbouring municipalities. Although we don't recommend adjusting the residential fee – Deep River charges .67/square foot and Petawawa .70. What we do recommend is changing the Commercial fee from .20/square foot to .30 or .40. Because we require an advertised public meeting, we are requesting that Council only consider these changes at this meeting. Should Council decide that this is a prudent step to

take, an advertisement will be made and circulated and the final meeting will take place at least 21 days later – likely the first November meeting.

One of the requirements for a Building Fee change is to hold a public meeting and to provide the following information. I have included it here for Council's review. A municipality cannot charge more for building fees than it takes to operate the department. As you can see from the following, our expenses far exceed our fees allowing room for increases. Even so, a number of the changes that we propose are actually reductions in fees.

Financial Considerations/Budget Impact:

Year	Total Permit Fees Collected	Total Building Value	Total Number of Permits	Total CBO Dept. Costs
2007	\$3,963.94	\$484,500.00	28	\$10,861.00
2008	\$2,096.00	\$142,450.00	27	\$8,994.00

Approved and Recommended by the Clerk

Melinda Reith,
Municipal Clerk

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