

Type of Decision									
Meeting Date	Friday, April 15, 2011				Report Date	Thursday, March 31, 2011			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	x	Information Only			Type of Meeting	X	Open		Closed
REPORT TITLE									
Change of Fees in Building Permit By-law Report 15/04/10/1201									

Subject: Amend the Building Permit fee schedule.

RECOMMENDATION: That this resolution is adopted beginning the process of increasing the fee for minor construction and limiting the fee to be charged on decks.

WHEREAS the Chief Building Official deems it appropriate to amend the current building permit fee schedule slightly;

AND WHEREAS a public involvement process is required in order to make changes under the *Building Code Act*;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby approve staff completing the process to make the suggested changes as per the details in report # 15/04/10/1201.

BACKGROUND/EXECUTIVE SUMMARY:

Upon review of the current building permit schedule our CBO has suggested the changes as above. The changes are fair allowing for cost recovery but not charging fees that are unnecessary.

For the new section entitled "Residential – Decks" the rationale is that the fees currently being charged can exceed necessary costs when a large deck is being built. A base fee must be set to meet the costs of plan review and site visits but when a large deck is being constructed; the area does not really affect the number of site visits. The costs of review and visit are relatively similar with a 100 ft² deck as with a 500 ft² deck. Obviously, the costs would be significantly and unnecessarily higher.

For the "Minor alternations, repairs and renovations" the \$15 fee currently being paid does not accurately reflect the time needed to review the plans and perform a site visit. An increase of \$5 would bring this more in line with other small county municipalities.

As per section 7 (6) and 7 (7) of the *Building Code Act*, notice for a public meeting will be publicized with the meeting to occur on May 20, 2011.

Resolution to be considered after the public meeting.

WHEREAS the current building permit fee schedule has no upper limit set for the construction of decks but instead relies on a per foot calculation resulting in some fees that are in excess of costs;

AND WHEREAS the fee for minor renovations/changes is set at only \$15 barely meeting costs of plan review let alone site visits that are still required;

THEREFORE BE IT RESOLVED THAT the Schedule A to By-law 2007- 06 concerning building permit fees be amended to add a separate section entitled “Residential – decks” and modify the fee by inserting “.10/ft² to a maximum of \$30”;

AND BE IT FURTHER RESOLVED THAT the fee for “Minor alterations, repairs and renovations” be increased by \$5 for a total of \$20;

AND BE IT FURTHER RESOLVED THAT this resolution take effect immediately upon passing.

Financial Implications/Budget Impact: Negligible.

Policy Impact: None, as per policy.

Others Consulted: Robert Labre, CBO

Approved and Recommended by the Clerk

Melinda Reith,

Municipal Clerk

Melinda Reith