



## ADMINISTRATIVE REPORT

Report Date: September 8, 2016  
Contact: Andreea Toma  
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VanRIMS No.: 08-2000-20  
Meeting Date: October 4, 2016

TO: Vancouver City Council  
FROM: Chief Licence Inspector  
SUBJECT: Year 2017 Business Licence and Service Fee Increases

### **RECOMMENDATION**

- A. THAT Council approve a 2.0% inflationary increase to compensate for increases to the City's costs for business licence and service fees in accordance with Appendix A.
- B. THAT the Director of Legal Services be instructed to bring forward for enactment the necessary amendments to License By-law No. 4450, generally as shown in Appendix A, to be effective January 1, 2017.

### **REPORT SUMMARY**

Fees are traditionally adjusted on an annual basis to keep them consistent with City costs. For 2017, the recommended inflationary increase is 2.0%, and this increase has been applied to applicable fees collected under the License By-law.

Amendments to the affected by-laws have been prepared by Legal Services for enactment as in Appendix "A", to be effective on January 1, 2017.

### **COUNCIL AUTHORITY/PREVIOUS DECISIONS**

It is Council policy that fees and other charges be established to reflect the cost of providing the associated services.

## ***CITY MANAGER'S/GENERAL MANAGER'S COMMENTS***

The City Manager recommends approval of the foregoing.

## ***REPORT***

### ***Background/Context***

On June 28, 2016 Council approved streamlining business licence categories and fee structures. The required by-law amendments were to be brought forward in October 2016 so that the new licence categories and fees could be implemented into the new POSSE system in time for annual preparation of licence renewal notices in November.

Implementation and roll-out of POSSE in Licences and Inspections is taking longer than anticipated and will not be complete for the November licence renewals. Therefore, business licences will be renewed in their current categories.

The business category and fee structure amendments to the License By-Law Number 4450 and Business Premises Regulation of Hours By-law No. 8022 as approved on June 28, 2016 are now scheduled to be enacted in Spring 2017, once the POSSE system has been fully implemented in Licensing and Inspections. This delay means that the fees in the License By-law need to be revised in the interim, in order to ensure that the increase is effective beginning 2017.

### ***Strategic Analysis***

The proposed amendments will allow for business licences to be renewed in their current categories, but still reflect the inflationary increases approved on June 28, 2016.

As of July 2016, the increase in the 12-month average Consumer Price Index (CPI) for Metro Vancouver was 2.0%. Certain non-wage items such as electricity have increased 4.1% while natural gas, fuel and gasoline have decreased in the range of 13.2% to 8.6% over the past year. The Conference Board of Canada forecasted that the CPI for Metro Vancouver would increase 2.1% for 2017 and 2018, 2.5% for 2019, and 2.1% for 2020. Based on this forecast, staff recommend a 2% increase in business licences and fees for 2017.

Annual inflationary increase to license fees is a well-established practice and it is reasonable for businesses to expect an increase this year.

### ***Implications/Related Issues/Risk (if applicable)***

#### ***Financial***

Based on the 2016 business license revenue budgets, a 2.0% fee increase is estimated to generate approximately \$310,000 in additional revenue for the year 2017.

The City's 2017 projected revenue from business licences and fees includes inflationary increases. Should the inflationary increase not be approved, projected revenues from these sources will not be met.

### ***CONCLUSION***

It is recommended that a 2.0% increase reflecting general cost inflation be applied to business licence and service fees. It is further recommended that Council approve and enact the amendments to By-law Number 4450 which provide for this 2.0% increase.

\* \* \* \* \*

BY-LAW NO.

A By-law to amend License By-law No. 4450  
regarding 2017 fee increases

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. This By-law amends the indicated schedules of the License By-law.
2. Council:
  - (a) repeals Schedule A, and substitutes for it Schedule A attached to this By-law, which new Schedule A is to form part of the License By-law; and
  - (b) approves the fees set out in the new Schedule A.
3. Council:
  - (a) repeals Schedule B, and substitutes for it Schedule B attached to this By-law, which new Schedule B is to form part of the License By-law; and
  - (b) approves the fees set out in the new Schedule B.
4. A decision by a court that any part of this By-law is illegal, void, or unenforceable severs that part from this By-law, and is not to affect the balance of this By-law.
5. This By-law is to come into force and take effect on January 1, 2017.

ENACTED by Council this                      day of                      , 2016

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Mayor

\_\_\_\_\_  
City Clerk

## Year 2017 Business License Fees

### SCHEDULE A

#### BUSINESS LICENSE FEES

	Licence Fee	Licence Term
ADULT ENTERTAINMENT STORE	347.00	per annum
AMUSEMENT PARK	5,126.00	per annum
ANIMAL/VETERINARY HOSPITAL	258.00	per annum
ANTIQUE DEALER	139.00	per annum
APARTMENT BUILDING	68.00	per annum per dwelling unit (EXCEPT that a dwelling unit that is actually occupied by the owner of the premises, or a dwelling unit that is leased for 99 years or more and the lessee is eligible for and has received the Provincial Home Owner Grant for the preceding year, shall not be included in the calculation of the fee payable)
ARCADE, EXHIBIT or SHOOTING GALLERY	347.00	per annum
ARTIST LIVE/WORK STUDIO	139.00	per annum
ARTS AND CULTURE INDOOR EVENT		
a) 31 to 60 persons	25.00	per event or series of up to three events in a 30-day period
b) 61 to 150 persons	100.00	per event or series of up to three events in a 30-day period

c) 151 to 250 persons	150.00	per event or series of up to three events in a 30-day period
AUTO DEALER	168.00	per annum
AUTO PAINT/BODY SHOP	139.00	per annum
AUTO PARKING	139.00	per annum
AUTO WASHING	139.00	per annum
BACKYARD PAY PARKING	129.00	per annum for the first 2 spaces, and
	56.00	for each additional space
BANK MACHINE	56.00	per annum
BARBER SHOP OR BEAUTY SALON	255.00	per annum
BEAUTY AND WELLNESS CENTRE	328.00	per annum
BED AND BREAKFAST ACCOMMODATION	47.00	per annum
BILLIARD-ROOM KEEPER	279.00	per annum
BODY-RUB PARLOUR, BODY-PAINTING STUDIO & MODEL STUDIO	10,599.00	per annum
BOOK AGENT	168.00	per annum
BOTTLE DEPOT	168.00	per annum
BOWLING ALLEY	258.00	per annum
C.N.I.B. CONCESSION STAND	1.00	per annum
CANVASSER	139.00	per annum

CARPET/UPHOLSTERY CLEANER	168.00	per annum
CASINO - CLASS 1	270.00	per annum
CASINO - CLASS 2	12,133.00	per annum
CATERER	371.00	per annum
CHIMNEY SWEEP	168.00	per annum
CLUB	10.00	per annum
CLUB MANAGER	139.00	per annum
COIN-OPERATED SERVICES	371.00	per annum
COMMUNITY ASSOCIATION	2.00	per annum
COMPASSION CLUB	1,020.00	per annum
CONTRACTOR	168.00	per annum
COURIER/MESSENGER	139.00	per annum
DAIRY	371.00	per annum
DANCE HALL	279.00	per annum
DANCING ACADEMY	168.00	per annum
DATING SERVICE	168.00	per annum
DRY CLEANER	139.00	per annum
DUPLEX	66.00	per annum for each dwelling unit (EXCEPT that no license is required for a dwelling unit that is actually occupied by the owner of the premises)

DWELLING UNIT that a person rents, intends to rent, or customarily rents to a tenant except for a dwelling unit for which a fee is payable under another part of this Schedule A	66.00	per annum
ELECTRICIAN	139.00	per annum
EXHIBITION		
(a) Circus or Rodeo EXCEPT that where the Circus or Rodeo is to be held or exhibited entirely within a permanent building, the fee shall be	158.00 318.00 2,986.00	per day per week per annum
(b) Horse Racing	12,133.00	per annum
(c) Automobile or Motorcycle Racing	158.00 318.00 1,214.00	per day per week per annum
(d) Concert, lecture or a musical or theatrical performance staged or promoted by a person not holding a license, where the capacity of the facility....		
(A) does not exceed 500 seats	139.00 273.00 2,986.00	per day or per week or per annum
(B) is greater than 500 seats but does not exceed 1000 seats	158.00 318.00 2,798.00	per day or per week or per annum



(C) is greater than 1000 seats but does not exceed 2000 seats	187.00	per day or
	371.00	per week or
	3,731.00	per annum
(D) exceeds 2000 seats	214.00	per day or
	421.00	per week or
	4,296.00	per annum
EXCEPT that where no part of the proceeds from any event listed in (c) or (d) enures to the benefit or private gain of any person or proprietor or member thereof or shareholder therein, or to the person or persons organizing or managing such event, the fee shall be		
	38.00	per day or
	47.00	per week or
	1,866.00	per annum
(e) Boxing, wrestling, game, show, contest or any other exhibit, performance or device not hereinbefore specifically mentioned	158.00	per day or
	318.00	per week or
	2,798.00	per annum
EXTENDED HOURS LIQUOR ESTABLISHMENT - CLASS 1	15.65	Per annum per seat,
EXTENDED HOURS LIQUOR ESTABLISHMENT - CLASS 2		based on the number
EXTENDED HOURS LIQUOR ESTABLISHMENT - CLASS 3		of seats set out on
EXTENDED HOURS LIQUOR ESTABLISHMENT - CLASS 4		the Provincial liquor
EXTENDED HOURS LIQUOR ESTABLISHMENT - CLASS 5		license for the
EXTENDED HOURS LIQUOR ESTABLISHMENT - CLASS 6		establishment,
		except that despite
		the number of seats,
		the minimum fee will
		be \$139.00 and the
		maximum fee will be
		\$21,199.00

EXTENDED HOURS LIQUOR  
ESTABLISHMENT - CLASS 7

FAMILY SPORTS AND ENTERTAINMENT CENTRE	333.00	per annum
FARMERS' MARKET	10.00	per annum
FINANCIAL INSTITUTION	1,419.00	per annum
FITNESS CENTRE - CLASS 1	139.00	per annum
FITNESS CENTRE - CLASS 2	258.00	per annum
FUND RAISER	168.00	per annum
GASOLINE STATION	208.00	per annum
HAIR STYLIST	139.00	per annum per chair
HAIRDRESSER	139.00	per annum per chair
HEALTH CARE OFFICE	139.00	per annum
HEALTH ENHANCEMENT CENTRE	259.00	per annum
HEMECRAFT	70.00	per annum
HOTEL	70.00	per annum, plus
	66.00	per annum per dwelling unit
HOTEL	49.00	per annum per housekeeping unit
	33.00	per annum per sleeping unit
INTER-MUNICIPAL BUSINESS LICENCE	250.00	per annum
JANITOR SERVICE	168.00	per annum
JUNK DEALER, MOBILE	139.00	per annum

KENNEL	139.00	per annum
LATE NIGHT DANCE EVENT	303.00	per event with patron capacity of less than 350
LATE NIGHT DANCE EVENT	533.00	per event with patron capacity of 350 or more but less than 750
LATE NIGHT DANCE EVENT	912.00	per event with patron capacity of 750 or more but less than 2000
LATE NIGHT DANCE EVENT	1,214.00	per event with patron capacity of 2000 or more
LAUNDRY (with equipment)	258.00	per annum
LIMITED SERVICE FOOD ESTABLISHMENT	503.00	per annum
LIQUOR DELIVERY SERVICE	168.00	per annum
LIQUOR RETAIL STORE	387.00	per annum
LIVERY AND FEED STABLES	258.00	per annum
LOCKSMITH	168.00	per annum
MANUFACTURER	139.00	per annum
MANUFACTURER - FOOD	728.00	per annum
MARINA OPERATOR	278.00	per annum plus

	1,287.00	for each occupied live-aboard boat 21 feet or less in length, at water line, plus
	1,558.00	for each occupied live-aboard boat more than 21 feet but not more than 26 feet in length, at water line, plus
	1,753.00	for each occupied live-aboard boat more than 26 feet but not more than 31 feet in length, at water line, plus
	2,000.00	for each occupied live-aboard boat more than 31 feet but not more than 37 feet in length, at water line, plus
	2,206.00	for each occupied live-aboard boat which is more than 37 feet in length at water line.
MILK VENDOR	258.00	per annum
MOVING TRANSFER SERVICE	139.00	per annum
MULTIPLE CONVERSION DWELLING	66.00	per annum per dwelling unit
	49.00	per annum per housekeeping unit

MULTIPLE CONVERSION DWELLING	33.00	per annum per sleeping unit (EXCEPT that a dwelling unit, sleeping unit or house keeping unit that is actually occupied by the owner of the premises shall not be included in the calculation of the fee payable)
NEWSPAPER VENDING MACHINE	37.00	per annum per machine
NON-PROFIT HOUSING	139.00	per annum
ONE-FAMILY DWELLING which is leased to and occupied by persons other than the building's owner	66.00	per annum
PACIFIC NATIONAL EXHIBITION - Annual Fair	16,991.00	per annum
PAINTER	139.00	per annum
PAWNBROKER	2,155.00	per annum
PEDDLER	139.00	per annum
PEDDLER - FOOD	258.00	per annum
PERSONAL CARE HOME	33.00	per annum per licensed bed
PET STORE	258.00	per annum
PLUMBER	139.00	per annum
PSYCHIC OR ASTROLOGICAL SERVICE	139.00	per annum
PUBLIC MARKET OPERATOR	1,436.00	per annum
PUBLIC MARKET OPERATOR who operates on a temporary basis only	506.00	per day

RENTAL DEALER	139.00	per annum
RESIDENTIAL RENTAL UNIT	66.00	per annum
RESTAURANT - CLASS 1	728.00	per annum
RESTAURANT - CLASS 1 with Liquor Service	728.00 +9.30 per seat	per annum
RESTAURANT - CLASS 2	728.00	per annum
RESTAURANT - CLASS 2 with Liquor Service	728.00 +9.30 per seat	per annum
RETAIL DEALER	139.00	per annum
RETAIL DEALER - FOOD	258.00	per annum
RETAIL DEALER - GROCERY	829.00	per annum
RETAIL DEALER - MARKET: 50,000 sq. ft. premises	4,141.00	per annum
RETAIL DEALER - MEDICAL MARIJUANA- related	30,600.00	per annum
ROOMING HOUSE	33.00	per annum per sleeping unit (EXCEPT that a sleeping unit that is actually occupied by the owner of the premises shall not be included in the calculation of the fee payable)
SCAVENGER	279.00	per annum
SCHOOLS - BUSINESS OR TRADE	258.00	per annum
SCHOOLS - PRIVATE	258.00	per annum
SCRAP METAL RECYCLER	139.00	per annum

SECOND-HAND DEALER -CLASS 1	2,155.00	per annum
SECOND-HAND DEALER -CLASS 2	1,184.00	per annum
SECOND-HAND DEALER-CLASS 3	817.00	per annum
SECOND-HAND DEALER -CLASS 4	309.00	per annum
SECOND-HAND DEALER -CLASS 5	309.00	per annum
SECOND-HAND DEALER -CLASS 6	509.00	per annum
SOCIAL ESCORT	168.00	per annum
SOCIAL ESCORT SERVICE	1,253.00	per annum
SOLICITING FOR CHARITY	10.00	per annum
SPECIALTY WINE STORE	258.00	per annum
STANDARD HOURS LIQUOR ESTABLISHMENT CLASS - 1	5.75	per annum per seat, based on the number of seats set out on the Provincial liquor license for the establishment,
STANDARD HOURS LIQUOR ESTABLISHMENT CLASS- 2		except that despite the number of seats, the minimum fee will be \$139.00 and the maximum fee will be \$2,900.00
STANDARD HOURS LIQUOR ESTABLISHMENT CLASS - 3		
STANDARD HOURS LIQUOR ESTABLISHMENT CLASS - 4		
STANDARD HOURS LIQUOR ESTABLISHMENT CLASS - 5		
STANDARD HOURS LIQUOR ESTABLISHMENT CLASS - 6	5.75	per annum per seat, based on the number of seats set out on the Provincial liquor license for the establishment, except that despite the number of seats, the minimum fee will be \$139.00 and the maximum fee will be \$493.00
STANDARD HOURS LIQUOR ESTABLISHMENT CLASS - 7		

STEAM BATH/MASSAGE PARLOUR	279.00	per annum
STREET VENDOR	139.00	per annum
SWIMMING POOL located in a hotel, apartment building, club, health spa or other business required to be licensed under this By-law	746.00	per annum
TALENT/MODEL AGENCY	168.00	per annum
TANNING/SKIN CARE SALON	258.00	per annum
TATTOO PARLOUR	258.00	per annum
TAXICAB PREMISES	139.00	per annum
THEATRE	258.00	per annum
TRAILER COURT	235.00	per annum per space
TRANSIENT PEDDLER OR TRANSIENT TRADER	690.00 3,359.00	per week or per annum
UNDERTAKER	258.00	per annum
URBAN FARM - CLASS A	10.00	per annum
URBAN FARM - CLASS B	139.00	per annum
VENDING MACHINE	17.00	per annum per machine
VENUE	5.75	per annum per seat except that despite the number of seats, the minimum fee will be \$66.00 and the maximum fee will be \$447.00
WAREHOUSE OPERATOR	139.00	per annum
WAREHOUSE OPERATOR - FOOD	371.00	per annum
WEDDING CHAPEL	364.00	per annum



WHOLESALE DEALER	139.00	per annum
WHOLESALE DEALER - FOOD	371.00	per annum
WINDOW CLEANER	139.00	per annum
ANY BUSINESS, TRADE, PROFESSION OR OTHER OCCUPATION NOT SPECIFIED HEREIN	139.00	per annum
TRANSFER OF A LICENSE	139.00	
NON-REFUNDABLE PORTION OF FEE	84.00	per license where the applicable fee is greater than \$82.00
LATE PAYMENT FEE	40.00	or 10% of the license fee, whichever is greater

SCHEDULE B

MISCELLANEOUS SERVICE FEES

PART 1

Application fee for comments on  
a new liquor licence or a permanent  
amendment to the liquor license

Fee

Base fee

\$893.00

Incremental Fees:

Neighbourhood notification

\$1,073.00

Staff-held neighbourhood public meeting

\$1,847.00

Telephone survey

\$1,012.00

PART 2

Application fee for comments on  
temporary amendment to liquor licence

Fee

Term

Application fee for  
comments on a temporary amendment  
to liquor license requesting later closing  
hours of operation

\$0.40

per night per seat  
except that, despite  
the number of seats  
or the number of  
nights, the minimum  
fee will be \$88.00  
and the maximum  
fee will be \$596.00

Application processing fee for comments  
on a temporary amendment to liquor  
license requesting earlier opening hours of  
operation

\$88.00

Application processing fee for comments  
on a temporary amendment to liquor  
license requesting any other change to a  
liquor license

\$88.00

Application processing fee for comments  
on new liquor license or a permanent or  
temporary amendment to a liquor license  
requesting liquor service hours past  
midnight, or patron participation  
entertainment, for food primary  
establishments

\$88.00

PART 3

Application fee (section 6.3)	\$54.00
Request for copy of license (section 7.1)	\$5.00
Request for change of business name or business trade name (section 7.2)	\$10.00
Request for change of business address under license (section 7.3)	\$22.00
Request for change in business license category (section 7.4)	\$10.00
Temporary license fee for standard hours liquor establishment	\$88.00