



CITY OF VANCOUVER

A3

ADMINISTRATIVE REPORT

Report Date: September 26, 2007
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VanRIMS No.: 05-1000-30
Meeting Date: November 13, 2007

TO: City Council
FROM: General Manager of Engineering Services
SUBJECT: 2008 Engineering Fee Report

RECOMMENDATION

- A. THAT Council approve increases in the Engineering Services Department Permit Fees totalling an estimated amount of \$180,700, as set out in Appendix A to this report;
- B. THAT Council approve the introduction of credit card payment for fees identified in Appendix A of this report up to a maximum of \$8000.00 per transaction and that a budget of \$24,400 be added to cover bank charges with full offset through an additional 1% increase to the fees eligible for credit card payment;
- C. FURTHER THAT the Director of Legal Services be instructed to prepare by-laws to amend the Street and Traffic By-law, Encroachment By-law, Crossing Bylaw and Street Vending By-law, and the Street Distribution of Publications By-law all generally in accordance with Appendix A.

COUNCIL POLICY

Permit fees are reviewed periodically to comply with Council policy that fees recover the full cost of providing services or are equivalent to competitive charges where the fee is of a market nature.

PURPOSE

The purpose of this report is to seek Council's approval of a schedule of Engineering Permit Fees which will generate an additional \$180,700 per year in 2008. Council is also being asked to approve an additional 1% fee increase for fees payable by credit card to create a \$24,400 budget for all associated bank charges.

BACKGROUND

The Engineering Services Department generates revenue from several permits, under the authority of the Street and Traffic By-Law No. 2849, Street Vending By-Law No. 4781, Crossing Bylaw No. 4644, Street Distribution of Publications Bylaw No. 9350 and the Encroachment By-Law No. 4243.

Fees were last adjusted in January, 2007.

DISCUSSION

Inflationary Adjustments

A list of proposed fee increases is attached to this report as Appendix A. As part of the City's budget-building process, a general inflationary adjustment of 2.75% for revenues has been established. All of the fees in Appendix A have been increased by this inflationary amount.

The total increased revenues generated by the recommended fee increases in Appendix A amount to \$180,700 per year.

Introduction of Credit Card Payment Option

For many of the fees collected from the ground floor service counter, Engineering Services would like to offer the option of credit card payment. Allowing credit cards as a form of payment will generate carrying fees and require an expenditure budget. Payment by use of credit cards would be limited to \$8000.00 per transaction. Fees for anchor rod permits, for instance, typically exceed the \$8000 limit and therefore will not be eligible to pay by credit card and will not be increased beyond the standard 2.75%. Multiple transactions to pay for a single permit will not be allowed.

The fees for which credit card payment would be accepted have been identified in Appendix A. In order to accommodate the anticipated credit card fees, an additional 1% increase is recommended on those fees where credit card payment will be accepted. The additional 1% increase will generate \$24,400 in additional revenue. It is recommended that budgets totalling \$24,400 for bank charges be created in the following cost centres:

Cost Centre	Cost Element	Value
91050 Eng Fees & Charges	510030 Bank Charges	\$13,200
31200 Parking Mgmt Branch	510030 Bank Charges	\$7,100
38020 Building Sites Insp.	510030 Bank Charges	\$3,600
37212 Development Services	510030 Bank Charges	\$500
Total		\$24,400

Housekeeping By-law Amendment

A minor by-law revision is proposed to incorporate a previous Council decision into the Street Vending By-law. On April 25, 2002, Council approved an annual fee for Mobile Special Event Vending Permits equivalent to the annual fee for non-motorized mobile ice cream vendors (a similar activity). This fee is charged to vendors selling wares on foot in the vicinity of special events. It is recommended that this fee be incorporated into the Street Vending By-law by adding the category " (b.2) mobile special event vendor.....\$133.26" in Schedule A (Permit Fees) of the Street Vending By-law.

CONCLUSION

The recommendations of this report will provide for an inflationary adjustment to several Engineering permit fees and allow for the introduction of credit card payment on selected Engineering Fees.

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APPENDIX A
Permit Fee Schedule

Permit Type	2008 Proposed excludes GST(3.75% increase)	2007 Approved excludes GST	Authority	Fees proposed for credit card payment
Street and Traffic By-law No. 2849				
<i>Resident Parking Permit Fees</i>				
Resident parking permit *	\$59.43	\$57.55	Street & Traffic By-law, Section 23.4 (a)	Yes
Resident parking permit *	\$44.34	\$43.40	Street & Traffic By-law, Section 23.4 (b)	Yes
Resident parking permit *	\$30.19	\$29.25	Street & Traffic By-law, Section 23.4 (c)	Yes
<small>* Note - 2007 parking permit amounts have been adjusted slightly, to produce even dollar, GST inclusive prices, of \$63, \$47, and \$32 for ease of temporary site office operations where a cash till is not always available.</small>				
<i>Street and Sidewalk Usage Fees</i>				
Street Rental fee per block, per 12 hour period	\$675.82	\$651.39	Street & Traffic By-law, Section 30(7) (c)	Yes
Street Entertainment, 4 Month	\$32.18	\$31.02	Street & Traffic By-law, Section 67A(6)	Yes
Street Entertainment, Annual	\$95.53	\$92.08	Street & Traffic By-law, Section 67A(6)	Yes
Religious Street Meetings	Free	Free	Street & Traffic By-law, Section 69(3)	N/A
<i>Building Site Construction Crossing Fees</i>				
Single and two family dwellings	\$146.84	\$141.53	Street & Traffic By-law, Section 80(2)	Yes
Single and two family dwellings requiring demolition	\$208.17	\$200.65	Street & Traffic By-law, Section 80(2)	Yes
Multi-residential or commercial requiring no excavation	\$635.60	\$612.63	Street & Traffic By-law, Section 80(2)	Yes
Multi-residential or commercial requiring excavation, less than 3 stories in height	\$1,193.75	\$1,150.60	Street & Traffic By-law, Section 80(2)	Yes
Multi-residential or commercial requiring excavation, 3 stories or more in height	\$2,375.44	\$2,289.58	Street & Traffic By-law, Section 80(2)	Yes
Major development site, ½ block or larger	\$2,842.09	\$2,739.36	Street & Traffic By-law, Section 80(2)	Yes
Demolition only - multi-residential or commercial site less than ½ block	\$292.66	\$282.08	Street & Traffic By-law, Section 80(2)	Yes
Demolition only - multi-residential or commercial site ½ block or larger	\$523.97	\$505.03	Street & Traffic By-law, Section 80(2)	Yes
Oversize Vehicle, Single Trip	\$26.15	\$25.20	Street & Traffic By-law, Section 96	Yes
Oversize Vehicle, More than One Trip	\$249.40	\$240.39	Street & Traffic By-law, Section 96	Yes

Permit Type	2008 Proposed excludes GST(3.75% increase)	2007 Approved excludes GST	Authority	Fees proposed for credit card payment
Encroachment By-law No. 4243				
Anchor Rods, Sq. metre	\$42.97	\$41.82	Encroachment By-law, Section 3A(4)	No - Fee increase only 2.75%
<i>Street Use Permit (Encroachment Inspection)</i>				
- up to and including 20 square metres	\$48.27	\$46.53	Encroachment By-law Schedule Part A	Yes
- each additional square metre or part thereof	\$4.38	\$4.22	Encroachment By-law Schedule Part A	Yes
- Maximum total fee	\$338.91	\$326.66	Encroachment By-law Schedule Part A	Yes
Encroachment Fees (Annual charge)				
Flat Portion (to 150 square feet)	\$150.00	\$150.00	Encroachment By-law, Schedule Part C	No
Variable Portion (per sq. foot over 150)	\$4.00	\$4.00	Encroachment By-law, Schedule Part C	No
Crossing By-law No. 4644				
Minimum fee	\$328.86	\$316.97	Crossing Bylaw, Section 9	Yes
Extra fee per foot > 30 ft. width	\$40.23	\$38.78	Crossing Bylaw, Section 9	Yes
Street Vending By-law No. 4781				
Street Vendor, Food	\$928.25	\$894.70	Street Vending By-law, Schedule A	Yes
Street Vendor, Other Products	\$695.93	\$670.78	Street Vending By-law, Schedule A	Yes
Special Event Market, Daily/Block	\$94.54	\$91.12	Street Vending By-law, Schedule A	Yes
Special Event Market, Maximum/Day	\$373.12	\$359.63	Street Vending By-law, Schedule A	Yes
Individual Special Event Vendor/Day	\$30.17	\$29.08	Street Vending By-law, Schedule A	Yes
Mobile Food Vendor Motorized, (Truck)	\$250.42	\$241.37	Street Vending By-law, Schedule A	Yes
Mobile Food Vendor No Motor, (Bicycle)	\$125.70	\$121.16	Street Vending By-law, Schedule A	Yes
Produce/Flowers, Sq. ft./Year				
- Street use fee	\$3.77	\$3.63	Street Vending By-law, Schedule A	Yes
- Subject to a minimum of	\$105.60	\$101.78	Street Vending By-law, Schedule A	Yes
Small Sidewalk Patio, Annual	\$290.65	\$280.14	Street Vending By-law, Schedule A	Yes
Street Distribution of Publications Bylaw No. 9350				

Permit Type	2008 Proposed excludes GST(3.75% increase)	2007 Approved excludes GST	Authority	Fees proposed for credit card payment
annual fee per news box (for 1-100 news boxes)	\$25.94	\$25.00	Street Distribution Bylaw Schedule A	Yes
annual fee per news box (for 101 or more news boxes)	\$77.81	\$75.00	Street Distribution Bylaw Schedule A	Yes
Annual fee for each compartment in each multiple publications newsbox	\$103.75	\$100.00	Street Distribution Bylaw Schedule A	Yes
annual fee per drop box	\$25.94	\$25.00	Street Distribution Bylaw Schedule A	Yes

Other Authorities

Mobile Special Event Vending Permit (Annual)	\$133.26	\$111.47	Administrative policy - recommend adding this fee to the Street Vending By-law, Schedule A (Permit Fees)	Yes
Large Sidewalk Patio, Downtown, /Sq. ft				
Summer Term (7 months)	\$6.23	\$5.15	License Agreement	Yes
Winter Term (5 months)	\$4.44	\$5.15	License Agreement	Yes
Large Sidewalk Patio, Not Downtown, /Sq. ft.				
Summer Term (7 months)	\$4.42	\$3.65	License Agreement	Yes
Winter Term (5 months)	\$3.15	\$3.65	License Agreement	Yes