



ADMINISTRATIVE REPORT

Report Date: November 4, 2015
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Meeting Date: December 9, 2015

TO: Vancouver City Council
FROM: General Manager of Engineering Services
SUBJECT: 2016 Engineering Fees

RECOMMENDATION

- A. THAT Council approve increases of 2% in the Engineering Services Department permit and application fees as set out in Appendix A to this report, with the exception of the fees referenced in Recommendation B, to take effect on January 1, 2016.
- B. THAT Council increase the Street Utilities By-law Fees: Plan review and administration fee (alignment that is less than 20 metres), Plan review and administration fee (alignment that is greater than 20 metres), Additional per metre fee for the proposed alignment, Inspection fee per street block per day, and Pavement degradation costs by 1.2% to be consistent with Municipal Access Agreements.
- C. THAT the Director of Legal Services be instructed to prepare by-laws to amend the Street and Traffic By-law No. 2849, Encroachment By-law No. 4243, Crossing By-law No. 4644, Street Distribution of Publications By-law No. 9350, Street Utilities By-law No. 10361 and Street Vending By-law 10868, all generally in accordance with Appendix A.

REPORT SUMMARY

Fees are traditionally adjusted on an annual basis to reflect cost increases. For 2016 the proposed increase is 2% with the exception of Street Utilities By-law Fees that are pursuant to the Municipal Access Agreement to increase by 1.2%, Safety Sensitivity & Speciality Treatment Road Marking repair work which is to be charged based on quoted prices, and Newsbox compartment Fees which are being reduced from current rates. The rationale for these fee increases are described in this report.

COUNCIL AUTHORITY/PREVIOUS DECISIONS

Permit fees are reviewed as part of the annual budget process 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.

CITY MANAGER'S/GENERAL MANAGER'S COMMENTS

The General Manager of Engineering Services RECOMMENDS approval of the above recommendations.

REPORT

Background/Context

The Engineering Services Department generates revenues from several permits, under the authority of the Street and Traffic By-law No. 2849, Encroachment By-law No. 4243, Crossing By-law No. 4644, Street Distribution of Publications By-law No. 9350, Street Utilities By-law No. 10361 and Street Vending By-law 10868. Fees were last adjusted in January 2015.

Strategic Analysis

Inflation is anticipated to pick up from the current level to 2.2% in 2016 once the peak pricing is removed from the calculation of year-over-year inflation in the fourth quarter. Considering these forecasts and historic trends, a 2% fee increase is recommended for 2016.

The recommendation for the fee increase considers the current inflation rate based on the 12-month average percentage change in Vancouver Consumer Price Index (CPI), prior year inflation, and forecasts for the following year.

Prior year fee increases were as follows:

Year	2012	2013	2014	2015
% Increase	2%	2%	1%	2%

As of September 2015, the increase in the 12-month average Consumer Price Index (CPI) for Metro Vancouver was 1%. Certain non-wage items such as electricity have increased 5.9% while natural gas, fuel and gasoline have decreased in the range of 15% to 18.8% over the past year. The Conference Board of Canada forecasted that the CPI for Metro Vancouver would increase by 2.3% for 2016, and 2.1% for 2017, 2018, and 2019. The relatively low inflation experienced in recent months is due primarily to the pricing of natural gas, fuel and gasoline which peaked in Q3 2014, followed by months of steep decline before stabilizing in Q1 2015. Inflation is anticipated to pick up from the current level to 2.3% in 2016 once the peak pricing is removed from the calculation of year-over-year inflation in Q4.

A 2% increase has been applied to all of the fees listed in Appendix A with the exception of the fees noted below:

Street Utilities By-law Fees: Pursuant to Municipal Access Agreements (MAAs)

Work done by telecommunications companies to install infrastructure in City streets is governed by MAAs and the Street Utilities By-law. The Street Utilities By-law and MAAs were formed as a result of a Canadian Radio-television Telecommunications Commission (CRTC) ruling on *MTS Allstream v. Vancouver (2009)*. The MAAs indicate that the fees and charges specified in the agreement will be adjusted annually on December 31st in accordance with the CPI as published by Statistics Canada. The CPI adjustment for this year is 1.2% as calculated based on the CPI numbers from August 2015 to August 2016.

Street Utilities By-law Fees: Permanent Restoration Costs

Two new cut repair types, Safety-Sensitive Road Marking Repair and Specialty Treatment Road Marking Repair, are being added to the permanent restoration costs section in order to recover costs incurred from utility cuts that damage special roadway pavement markings. These costs will be charged based on quoted prices.

Streets Distribution of Publications fees: NewsBox Compartments

Staff recommend the fee for Multiple Publication Newsbox (MPN) compartments be adjusted from \$123.59 per compartment down to \$20 for an upper row compartment, and \$10 on the lower row compartment to increase the use of the boxes city wide. These fees are being reduced as a result of consultation with the industry that revealed that the current rates are out of line with the value the industry places on the individual compartments within the MPN boxes. There are currently more than 270 MPN compartments within the City and approximately half were utilized in 2015. Increased utilization will not only help to offset the loss in revenue, it will also help to address street cleanliness as vacant MPN compartments can often gather litter and become unsightly. The reduction in Multiple Publication Newsbox compartment fees is estimated to result in a \$17,000 reduction from current fees collected. However this reduction can be offset by an expected increase in revenue within the merchandise display program which was expanded to allow more than just flowers and produce displays.

Implications/Related Issues/Risk (if applicable)

Financial

The adjustment to the fees specified in Appendix A is expected to generate an additional amount of revenue in 2016 of approximately \$270,000 which will be offset with increased expenditures related to street use and developments city wide. GST, as applicable, will be added to taxable fees.

Legal

Legal Services will update the relevant by-laws to reflect the change in fees.

CONCLUSION

It is recommended that the fee increases indicated in Appendix A of this report be applied to be effective January 1, 2016. It is also recommended that Legal Services bring forward the appropriate by-law amendments for consideration by Council.

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APPENDIX A
Permit Fee Schedule

Permit Type	2016 Proposed excludes GST	2015 Approved excludes GST/HST	Authority
Street and Traffic By-law No. 2849			
<i>Resident Parking Permit Fees</i>			
Resident parking permit	\$72.73	\$71.30	Street & Traffic By-law, Section 23.4 (a)
Resident parking permit	\$53.69	\$52.64	Street & Traffic By-law, Section 23.4 (b)
Resident parking permit	\$36.36	\$35.65	Street & Traffic By-law, Section 23.4 (c)
Commercial Plate replacement fee	\$10.93	\$10.72	Street & Traffic By-law, Section 21.6
<i>Street and Sidewalk Usage Fees</i>			
Street Rental fee per block, per 12 hour period	\$1,576.21	\$1,545.30	Street & Traffic By-law, Section 30(7) (c)
Street Entertainment, 4 Month	\$39.11	\$38.34	Street & Traffic By-law, Section 67A(6)(b)
Street Entertainment, Annual	\$116.08	\$113.80	Street & Traffic By-law, Section 67A(6)(a)
Religious Street Meetings	Free	Free	Street & Traffic By-law, Section 69(3)
<i>Building Site Construction Crossing Fees</i>			
Single and two family dwellings	\$178.41	\$174.91	Street & Traffic By-law, Section 80(2)
Single and two family dwellings requiring demolition	\$252.93	\$247.97	Street & Traffic By-law, Section 80(2)
Multi-residential or commercial requiring no excavation	\$772.24	\$757.10	Street & Traffic By-law, Section 80(2)
Multi-residential or commercial requiring excavation, less than 3 stories in height	\$1,450.39	\$1,421.95	Street & Traffic By-law, Section 80(2)
Multi-residential or commercial requiring excavation, 3 stories or more in height	\$2,886.13	\$2,829.54	Street & Traffic By-law, Section 80(2)
Major development site, ½ block or larger	\$3,453.10	\$3,385.39	Street & Traffic By-law, Section 80(2)
Demolition only - multi-residential or commercial site less than ½ block	\$355.57	\$348.60	Street & Traffic By-law, Section 80(2)

Demolition only - multi-residential or commercial site ½ block or larger	\$636.62	\$624.14	Street & Traffic By-law, Section 80(2)
Oversize Vehicle, Single Trip	\$31.77	\$31.15	Street & Traffic By-law, Section 96
Oversize Vehicle, More than One Trip	\$303.02	\$297.08	Street & Traffic By-law, Section 96
Application fee	\$535.91	\$525.40	Street & Traffic By-law, Section 88A.(2)(b)
Inspection fee	\$69.67	\$68.30	Street & Traffic By-law, Section 88A.(2)(b)
Inspection fee	\$70.36	\$68.98	Street & Traffic By-law, Section 88A.(4)
Encroachment By-law No. 4243			
Anchor Rods, Sq. metre	\$52.21	\$51.19	Encroachment By-law, Section 3A(4)
- up to and including 20 square metres	\$58.65	\$57.50	Encroachment By-law Schedule Part A
- each additional square metre or part thereof	\$5.32	\$5.22	Encroachment By-law Schedule Part A
- Maximum total fee	\$411.77	\$403.70	Encroachment By-law Schedule Part A
Encroachment Fees (Annual charge)			
Flat Portion (to 150 square feet)	\$182.24	\$178.67	Encroachment By-law, Schedule C
Variable Portion (per sq. foot over 150)	\$4.87	\$4.77	Encroachment By-law, Schedule C
Crossing By-law No. 4644			
Minimum fee	\$399.55	\$391.72	Crossing Bylaw, Section 9
Extra fee per foot > 30 ft. width	\$48.88	\$47.92	Crossing Bylaw, Section 9
Street Vending By-law No. 10868			
Application Fees			
Street vendor	\$51.00	\$50.00	Street Vending By-law, Schedule A
Display unit (including application by new owner)	\$51.00	\$50.00	Street Vending By-law, Schedule A
Small Patio (including application by new owner)	\$51.00	\$50.00	Street Vending By-law, Schedule A
Large Patio	\$204.00	\$200.00	Street Vending By-law, Schedule A
Permit Fees			
Street Vendor, food vending (stationary) unit	\$1,127.81	\$1,105.70	Street Vending By-law, Schedule A
Street Vendor, non-food vending (stationary) unit	\$845.55	\$828.97	Street Vending By-law, Schedule A
Street Vendor, mobile special event unit	\$36.65	\$35.93	Street Vending By-law, Schedule A
Food Vending (roaming) with motorized unit	\$304.26	\$298.29	Street Vending By-law, Schedule A
Food Vending (roaming) without motorized unit	\$152.72	\$149.73	Street Vending By-law, Schedule A
Display Unit - each sq mtr of display area	\$49.28	\$48.31	Street Vending By-law, Schedule A
Display Unit - subject to minimum fee	\$128.31	\$125.79	Street Vending By-law, Schedule A
Small Patio - one table & two chairs	\$117.71	\$115.40	Street Vending By-law, Schedule A
Small Patio - subject to minimum fee	\$353.14	\$346.22	Street Vending By-law, Schedule A

Large Patio, Downtown, /Sq. mtr - summer (Apr 1 - Oct 31)	\$81.53	\$79.93	Street Vending By-law, Schedule A
Large Patio, Downtown, /Sq. mtr - winter (Nov 1 - Mar 31)	\$58.02	\$56.88	Street Vending By-law, Schedule A
Large Patio, Outside Downtown, /Sq. mtr - summer (Apr 1 - Oct 31)	\$57.78	\$56.65	Street Vending By-law, Schedule A
Large Patio, Outside Downtown, /Sq. mtr - winter (Nov 1 - Mar 31)	\$41.21	\$40.40	Street Vending By-law, Schedule A
Farmers' Market Permit	\$556.28	\$545.37	Street Vending Bylaw Schedule A
Special Event Market, Daily/Block	\$114.86	\$112.61	Street Vending By-law, Schedule A
Special Event Market, Maximum/Day	\$453.34	\$444.45	Street Vending By-law, Schedule A
Daily Mobile Vendor (outside special event permit zone)	\$36.65	\$35.93	Street Vending By-law, Schedule A
Permit Renewal Fees			
Street Vendor, food vending (stationary) unit	\$1,127.81	\$1,105.70	Street Vending By-law, Schedule A
Street Vendor, non-food vending (stationary) unit	\$845.55	\$828.97	Street Vending By-law, Schedule A
Street Distribution of Publications Bylaw No. 9350			
Annual fee per news box (for 1- 100 news boxes)	\$31.52	\$30.90	Street Distribution Bylaw Schedule A
Annual fee per news box (for 101 or more news boxes)	\$94.53	\$92.68	Street Distribution Bylaw Schedule A
Annual fee for each top row compartment in each multiple publications newsbox	\$20.00	\$123.59	Street Distribution Bylaw Schedule A
Annual fee for each bottom row compartment in each multiple publications newsbox	\$10.00	123.59	Street Distribution Bylaw Schedule A
Annual fee per drop box	\$31.52	\$30.90	Street Distribution Bylaw Schedule A
Street Utilities Bylaw No. 10361			
<i>Plan review and administration fee</i>			
Plan review and administration fee (alignment that is less than 20 metres) **	\$642.40	\$634.78	Street Utilities By-law Schedule A, Part 1 (a) Pursuant to MAA 1.2%
Plan review and administration fee (alignment that is greater than 20 metres) **	\$1,927.19	\$1,904.34	Street Utilities By-law Schedule A, Part 1 (b) Pursuant to MAA 1.2%
Additional per metre fee for the proposed alignment **	\$12.85	\$12.70	Street Utilities By-law Schedule A, Part 1 (Pursuant to MAA 1.2%)
<i>Inspection fee</i>			
Inspection fee per street block per day **	\$83.51	\$82.52	Street Utilities By-law

			Schedule A, Part 2 (Pursuant to MAA 1.2%)
<i>Permanent restoration cost</i>			
Concrete Pavement (Less than 10m ²)	\$225.08	\$220.67	Street Utilities By-law Schedule A, Part 3
Concrete Pavement (10m ² to less than 50m ²)	\$166.13	\$162.87	Street Utilities By-law Schedule A, Part 3
Concrete Pavement (50m ² or more)	\$128.62	\$126.10	Street Utilities By-law Schedule A, Part 3
Pavement Membrane - Overlay Concrete Road (Less than 100 m ²)	\$91.11	\$89.32	Street Utilities By-law Schedule A, Part 3
Pavement Membrane - Overlay Concrete Road (More than 100m ²)	\$75.03	\$73.56	Street Utilities By-law Schedule A, Part 3
Light Asphalt Pavement (Less than 3m ²)	\$196.15	\$192.30	Street Utilities By-law Schedule A, Part 3
Light Asphalt Pavement (3m ² to less than 10m ²)	\$98.60	\$96.67	Street Utilities By-law Schedule A, Part 3
Light Asphalt Pavement (10m ² to less than 100m ²)	\$64.31	\$63.05	Street Utilities By-law Schedule A, Part 3
Light Asphalt Pavement (100m ² to 300m ²)	\$56.80	\$55.69	Street Utilities By-law Schedule A, Part 3
Light Asphalt Pavement (More than 300m ²)	\$49.31	\$48.34	Street Utilities By-law Schedule A, Part 3
Heavy Asphalt Pavement (Less than 3m ²)	\$267.95	\$262.70	Street Utilities By-law Schedule A, Part 3
Heavy Asphalt Pavement (3m ² to less than 10m ²)	\$158.63	\$155.52	Street Utilities By-law Schedule A, Part 3
Heavy Asphalt Pavement (10m ² to less than 100m ²)	\$107.18	\$105.08	Street Utilities By-law Schedule A, Part 3
Heavy Asphalt Pavement (100m ² to 300m ²)	\$76.10	\$74.61	Street Utilities By-law Schedule A, Part 3
Heavy Asphalt Pavement (More than 300m ²)	\$69.67	\$68.30	Street Utilities By-law Schedule A, Part 3
Concrete Sidewalk (Less than 10m ²)	\$192.92	\$189.14	Street Utilities By-law Schedule A, Part 3
Concrete Sidewalk (10m ² to 25m ²)	\$171.49	\$168.13	Street Utilities By-law Schedule A, Part 3
Concrete Sidewalk (25m ² to 50m ²)	\$150.05	\$147.11	Street Utilities By-law Schedule A, Part 3

Concrete Sidewalk (50m ² or more)	\$102.90	\$100.88	Street Utilities By-law Schedule A, Part 3
Exposed Agg Sidewalk (All)	\$287.25	\$281.62	Street Utilities By-law Schedule A, Part 3
Concrete Crossing (All)	\$214.36	\$210.16	Street Utilities By-law Schedule A, Part 3
Curb & Gutter (Less than 10 lm)	\$289.39	\$283.72	Street Utilities By-law Schedule A, Part 3
Curb & Gutter (10 lm or more)	\$225.08	\$220.67	Street Utilities By-law Schedule A, Part 3
Boulevards Top Soil & Seed (Less than 50 m ²)	\$38.59	\$37.83	Street Utilities By-law Schedule A, Part 3
Boulevards Top Soil & Seed (50m ² or more)	\$21.44	\$21.02	Street Utilities By-law Schedule A, Part 3
Brick or Paver Sidewalks	\$375.14	\$367.78	Street Utilities By-law Schedule A, Part 3
Concrete Bus Slab	\$294.75	\$288.97	Street Utilities By-law Schedule A, Part 3
Concrete Thickened Sidewalk 6" (All)	\$214.36	\$210.16	Street Utilities By-law Schedule A, Part 3
Concrete Thickened Sidewalk 10" (All)	\$267.95	\$262.70	Street Utilities By-law Schedule A, Part 3
Integral Concrete Road & Curb 8" / Sq mtr	\$265.20	\$260.00	Street Utilities By-law Schedule A, Part 3
Concrete Treaded Sidewalk < 10 Sq mtr	\$209.10	\$205.00	Street Utilities By-law Schedule A, Part 3
Concrete Treaded Sidewalk 10-25 Sq mtr	\$188.70	\$185.00	Street Utilities By-law Schedule A, Part 3
Concrete Treaded Sidewalk > 25 Sq mtr	\$168.30	\$165.00	Street Utilities By-law Schedule A, Part 3
Asphalt/Concrete Pavement (0m ² to less than 3m ²)	\$265.81	\$260.60	Street Utilities By-law Schedule A, Part 3
Asphalt/Concrete Pavement (3m ² to less than 10m ²)	\$259.38	\$254.29	Street Utilities By-law Schedule A, Part 3
Asphalt/Concrete Pavement (10m ² to 50m ²)	\$214.36	\$210.16	Street Utilities By-law Schedule A, Part 3
Asphalt/Concrete Pavement (50m ² or more)	\$178.99	\$175.48	Street Utilities By-law Schedule A, Part 3

Brick / Paver / Stone Pavements	By quote	By quote	Street Utilities By-law Schedule A, Part 3
Safety-sensitive Road Marking Repair	By quote	NEW	Street Utilities By-law, Schedule A, Part 3
Specialty Treatment Road Marking Repair	By quote	NEW	Street Utilities By-law , Schedule A, Part 3
<i>Pavement degradation cost</i>			
0 - 5 years	\$53.53	\$52.90	Street Utilities By-law Schedule A, Part 4 (Pursuant to MAA 1.2%)
6 -10 years	\$42.82	\$42.31	Street Utilities By-law Schedule A, Part 4 (Pursuant to MAA 1.2%)
11 - 15 years	\$32.12	\$31.74	Street Utilities By-law Schedule A, Part 4 (Pursuant to MAA 1.2%)
16 - 20 years	\$21.41	\$21.16	Street Utilities By-law Schedule A, Part 4 (Pursuant to MAA 1.2%)
21 years or greater	\$10.71	\$10.58	Street Utilities By-law Schedule A, Part 4 (Pursuant to MAA 1.2%)

Other Authorities

Dissemination of Traffic Information	\$115.88	\$113.61	Administrative policy
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