



ADMINISTRATIVE REPORT

Report Date: November 29, 2013
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VanRIMS No.: 08-2000-20
Meeting Date: December 10, 2013

TO: Standing Committee on City Finance and Services
FROM: General Manager of Engineering Services
SUBJECT: 2014 Engineering Fees

RECOMMENDATION

- A. THAT Council approve increases of 1% in the Engineering Services Department permit 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, 2014.
- 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 0.3% 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 4781 and all other license agreements referred to in Appendix A, all generally in accordance with Appendix A.

REPORT SUMMARY

Fees are traditionally adjusted on an annual basis to reflect cost increases. For 2014 the proposed increase is 1% with the exception of Street Utilities By-law Fees, which is to be increased by 0.3%. 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, Street Vending By-law No. 4871, Crossing By-law No. 4644, Street Distribution of Publications By-law No. 9350, Encroachment By-law No. 4243, Street Utilities By-law No. 10631 and sidewalk patio agreements.

Fees were last adjusted in January 2013.

Strategic Analysis

The City's goal is to align fee increases with inflation. Fee increases consider the current inflation rates (based on the 12-month average percentage change in Vancouver Consumer Price Index (CPI) in July), prior year inflation, and forecasts for the following year. Prior year fee increases were 2.75% for 2011 and 2% for 2012 and 2013 based on forecasts at the time, with actual percentage change in CPI tracking slightly lower.

In July 2013, the change in the 12-month average CPI for Vancouver is 0.4% including certain non-wage items such as electricity, fuel and gasoline increases in the range of -3.2% to 7.3%. As at July 2013, forecasts for percentage change in Vancouver CPI at year end 2013 and 2014 are 0.4% and 1.9% respectively. Considering these forecasts and historic trends, a 1% fee increase is recommended for 2014. This is consistent with the permit, license and service fee increases approved by Council in September 2013, with the exception of live-aboard boats, which will increase by 1.36% based on the 2013 residential property tax increase as per Council policy.

This 1% 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

Work done with telecommunication companies to install infrastructure in City streets is governed by the Street Utilities By-law and Municipal Access Agreements (MAA) which were formed by Canadian Radio-television Telecommunications Commission (CRTC) ruling.

To match the rates in the Street Utilities By-law with the rates in the MAAs, the rates need to be adjusted per the CPI published by Statistics Canada, which is 0.3% from September 2012 to September 2013. The specific fees that are recommended to be increased by this rate are:

- A. Plan review and administration fee (alignment that is less than 20 metres)
- B. Plan review and administration fee (alignment that is greater than 20 metres)
- C. Additional per metre fee for the proposed alignment
- D. Inspection fee per street block per day
- E. Pavement degradation costs

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 2014 of approximately \$50,000 to \$60,000.

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, 2014. It is also recommended that Legal Services bring forward the appropriate by-law amendments for consideration by Council.

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Permit Fee Schedule			
Permit Type	2014 Proposed excludes GST	2013 Approved excludes GST/HST	Authority
Street and Traffic By-law No. 2849			
<i>Resident Parking Permit Fees</i>			
Resident parking permit	\$69.90	\$69.21	Street & Traffic By-law, Section 23.4 (a)
Resident parking permit	\$51.60	\$51.09	Street & Traffic By-law, Section 23.4 (b)
Resident parking permit	\$34.95	\$34.60	Street & Traffic By-law, Section 23.4 (c)
Commercial Plate replacement fee	\$10.51	\$10.40	Street & Traffic By-law, Section 21.6
<i>Street and Sidewalk Usage Fees</i>			
Street Rental fee per block, per 12 hour period	\$1,515.00	\$1,500.00	Street & Traffic By-law, Section 30(7) (c)
Street Entertainment, 4 Month	\$37.59	\$37.22	Street & Traffic By-law, Section 67A(6)
Street Entertainment, Annual	\$111.56	\$110.46	Street & Traffic By-law, Section 67A(6)
Religious Street Meetings	Free	Free	Street & Traffic By-law, Section 69(3)
<i>Building Site Construction Crossing Fees</i>			
Single and two family dwellings	\$171.48	\$169.78	Street & Traffic By-law, Section 80(2)
Single and two family dwellings requiring demolition	\$243.10	\$240.70	Street & Traffic By-law, Section 80(2)
Multi-residential or commercial requiring no excavation	\$742.26	\$734.91	Street & Traffic By-law, Section 80(2)
Multi-residential or commercial requiring excavation, less than 3 stories in height	\$1,394.07	\$1,380.27	Street & Traffic By-law, Section

			80(2)
Multi-residential or commercial requiring excavation, 3 stories or more in height	\$2,774.06	\$2,746.59	Street & Traffic By-law, Section 80(2)
Major development site, ½ block or larger	\$3,319.01	\$3,286.15	Street & Traffic By-law, Section 80(2)
Demolition only - multi-residential or commercial site less than ½ block	\$341.76	\$338.38	Street & Traffic By-law, Section 80(2)
Demolition only - multi-residential or commercial site ½ block or larger	\$611.90	\$605.85	Street & Traffic By-law, Section 80(2)
Oversize Vehicle, Single Trip	\$30.54	\$30.23	Street & Traffic By-law, Section 96
Oversize Vehicle, More than One Trip	\$291.25	\$288.37	Street & Traffic By-law, Section 96
<i>Regulating the drilling or excavating of test holes</i>			
Application fee	\$515.10	\$510.00	Street & Traffic By-law, Section 88A.(2)(b)
Inspection fee	\$66.96	\$66.30	Street & Traffic By-law, Section 88A.(2)(b)
Inspection fee	\$67.63	\$66.30	Street & Traffic By-law, Section 88A.(4)
Encroachment By-law No. 4243			
Anchor Rods, Sq. metre	\$50.19	\$49.69	Encroachment By-law, Section 3A(4)
<i>Street Use Permit (Encroachment Inspection)</i>			
- up to and including 20 square metres	\$56.38	\$55.82	Encroachment By-law Schedule Part A
- each additional square metre or part thereof	\$5.12	\$5.07	Encroachment By-law Schedule Part A
- Maximum total fee	\$395.79	\$391.87	Encroachment By-law Schedule Part A
Encroachment Fees (Annual charge)			

Flat Portion (to 150 square feet)	\$175.17	\$173.43	Encroachment By-law, Schedule C
Variable Portion (per sq. foot over 150)	\$4.68	\$4.63	Encroachment By-law, Schedule C
Crossing By-law No. 4644			
Minimum fee	\$384.04	\$380.23	Crossing Bylaw, Section 9
Extra fee per foot > 30 ft. width	\$46.98	\$46.52	Crossing Bylaw, Section 9
Street Vending By-law No. 4781			
Street Vendor, Food	\$1,084.02	\$1,073.29	Street Vending By-law, Schedule A
Street Vendor, Other Products	\$812.71	\$804.67	Street Vending By-law, Schedule A
Special Event Market, Daily/Block	\$110.40	\$109.30	Street Vending By-law, Schedule A
Special Event Market, Maximum/Day	\$435.74	\$431.42	Street Vending By-law, Schedule A
Individual Special Event Vendor/Day	\$35.23	\$34.88	Street Vending By-law, Schedule A
Mobile Vendor Motorized, (Truck)	\$292.44	\$289.54	Street Vending By-law, Schedule A
Mobile Vendor No Motor, (Bicycle)	\$146.80	\$145.34	Street Vending By-law, Schedule A
Produce/Flowers, Sq. ft./Year			
- Street use fee	\$4.40	\$4.36	Street Vending By-law, Schedule A
- Subject to a minimum of	\$123.32	\$122.10	Street Vending By-law, Schedule A
Small Sidewalk Patio, Annual	\$339.43	\$336.07	Street Vending By-law, Schedule A
Mobile Special Event Vending Permit (Annual)	\$155.61	\$154.07	Street Vending Bylaw Schedule A
Farmers' Market	\$534.67	\$529.38	Street Vending Bylaw Schedule A

Street Distribution of Publications Bylaw No. 9350			
Annual fee per news box (for 1- 100 news boxes)	\$30.29	\$29.99	Street Distribution Bylaw Schedule A
Annual fee per news box (for 101 or more news boxes)	\$90.86	\$89.96	Street Distribution Bylaw Schedule A
Annual fee for each compartment in each multiple publications newsbox	\$121.17	\$119.97	Street Distribution Bylaw Schedule A
Annual fee per drop box	\$30.29	\$29.99	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)	\$626.63	\$624.76	Street Utilities By-law Schedule A, Part 1 (a)
Plan review and administration fee (alignment that is greater than 20 metres)	\$1,879.90	\$1,874.28	Street Utilities By-law Schedule A, Part 1 (b)
Additional per metre fee for the proposed alignment	\$12.54	\$12.50	Street Utilities By-law Schedule A, Part 1
<i>Inspection fee</i>			
Inspection fee per street block per day	\$81.46	\$81.22	Street Utilities By-law Schedule A, Part 2
<i>Permanent restoration cost</i>			
Concrete Pavement (Less than 10m ²)	\$216.34	\$214.20	Street Utilities By-law Schedule A, Part 3
Concrete Pavement (10m ² to less than 50m ²)	\$159.68	\$158.10	Street Utilities By-law Schedule A, Part 3
Concrete Pavement (50m ² or more)	\$123.62	\$122.40	Street Utilities By-law Schedule A, Part 3
Pavement Membrane - Overlay Concrete Road (Less than 100 m ²)	\$87.57	\$86.70	Street Utilities By-law Schedule A, Part 3

Pavement Membrane - Overlay Concrete Road (More than 100m ²)	\$72.11	\$71.40	Street Utilities By-law Schedule A, Part 3
Light Asphalt Pavement (Less than 3m ²)	\$188.53	\$186.66	Street Utilities By-law Schedule A, Part 3
Light Asphalt Pavement (3m ² to less than 10m ²)	\$94.78	\$93.84	Street Utilities By-law Schedule A, Part 3
Light Asphalt Pavement (10m ² to less than 100m ²)	\$61.81	\$61.20	Street Utilities By-law Schedule A, Part 3
Light Asphalt Pavement (100m ² to 300m ²)	\$54.60	\$54.06	Street Utilities By-law Schedule A, Part 3
Light Asphalt Pavement (More than 300m ²)	\$47.39	\$46.92	Street Utilities By-law Schedule A, Part 3
Heavy Asphalt Pavement (Less than 3m ²)	\$257.55	\$255.00	Street Utilities By-law Schedule A, Part 3
Heavy Asphalt Pavement (3m ² to less than 10m ²)	\$152.47	\$150.96	Street Utilities By-law Schedule A, Part 3
Heavy Asphalt Pavement (10m ² to less than 100m ²)	\$103.02	\$102.00	Street Utilities By-law Schedule A, Part 3
Heavy Asphalt Pavement (100m ² to 300m ²)	\$73.14	\$72.42	Street Utilities By-law Schedule A, Part 3
Heavy Asphalt Pavement (More than 300m ²)	\$66.96	\$66.30	Street Utilities By-law Schedule A, Part 3
Concrete Sidewalk (Less than 10m ²)	\$185.44	\$183.60	Street Utilities By-law Schedule A, Part 3
Concrete Sidewalk (10m ² to 25m ²)	\$164.83	\$163.20	Street Utilities By-law Schedule A, Part 3
Concrete Sidewalk (25m ² to 50m ²)	\$144.23	\$142.80	Street Utilities By-law Schedule A, Part 3
Concrete Sidewalk (50m ² or more)	\$98.90	\$97.92	Street Utilities By-law Schedule A, Part 3
Exposed Agg Sidewalk (All)	\$276.09	\$273.36	Street Utilities By-law Schedule A, Part 3

Concrete Crossing (All)	\$206.04	\$204.00	Street Utilities By-law Schedule A, Part 3
Curb & Gutter (Less than 10 lm)	\$278.15	\$275.40	Street Utilities By-law Schedule A, Part 3
Curb & Gutter (10 lm or more)	\$216.34	\$214.20	Street Utilities By-law Schedule A, Part 3
Boulevards Top Soil & Seed (Less than 50 m ²)	\$37.09	\$36.72	Street Utilities By-law Schedule A, Part 3
Boulevards Top Soil & Seed (50m ² or more)	\$20.60	\$20.40	Street Utilities By-law Schedule A, Part 3
Brick or Paver Sidewalks	\$360.57	\$357.00	Street Utilities By-law Schedule A, Part 3
Concrete Bus Slab	\$283.31	\$280.50	Street Utilities By-law Schedule A, Part 3
Concrete Thickened Sidewalk 6" (All)	\$206.04	\$204.00	Street Utilities By-law Schedule A, Part 3
Concrete Thickened Sidewalk 10" (All)	\$257.55	\$255.00	Street Utilities By-law Schedule A, Part 3
Asphalt/Concrete Pavement (0m ² to less than 3m ²)	\$255.49	\$252.96	Street Utilities By-law Schedule A, Part 3
Asphalt/Concrete Pavement (3m ² to less than 10m ²)	\$249.31	\$246.84	Street Utilities By-law Schedule A, Part 3
Asphalt/Concrete Pavement (10m ² to 50m ²)	\$206.04	\$204.00	Street Utilities By-law Schedule A, Part 3
Asphalt/Concrete Pavement (50m ² or more)	\$172.04	\$170.34	Street Utilities By-law Schedule A, Part 3
Asphalt/Concrete Pavement - follow behind (Install of 5" Asphalt when concrete cutback is done by Utility Group)	\$55.55	\$55.00	Street Utilities By-law Schedule A, Part 3
Asphalt/Concrete Pavement - ERF 302 all prior to June 9/08 (Less than 10m ²)	\$175.13	\$173.40	Street Utilities By-law Schedule A, Part 3
Heavy Asphalt Pavement - ERF 106 all prior to Aug.1/06 (100m ² or more)	\$63.87	\$63.24	Street Utilities By-law Schedule A, Part 3

Heavy Asphalt Pavement - ERF 105 all prior to April 15/07 (0m ² to 100m ²)	\$77.27	\$76.50	Street Utilities By-law Schedule A, Part 3
Light Asphalt Pavement - ERF 104 all prior Dec.31/05 (More than 100m ²)	\$47.39	\$46.92	Street Utilities By-law Schedule A, Part 3
Heavy Asphalt Pavement - ERF 113 all prior to June 9/08 (3m ² to 100m ²)	\$83.45	\$82.62	Street Utilities By-law Schedule A, Part 3
<i>Pavement degradation cost</i>			
0 - 5 years	\$52.22	\$52.06	Street Utilities By-law Schedule A, Part 4
6 -10 years	\$41.77	\$41.65	Street Utilities By-law Schedule A, Part 4
11 - 15 years	\$31.33	\$31.24	Street Utilities By-law Schedule A, Part 4
16 - 20 years	\$20.89	\$20.83	Street Utilities By-law Schedule A, Part 4
21 years or greater	\$10.44	\$10.41	Street Utilities By-law Schedule A, Part 4
Other Authorities			
Dissemination of Traffic Information	\$111.39	\$110.28	Administrative policy
Large Sidewalk Patio, Downtown, /Sq. ft			
Summer Term (7 months)	\$7.28	\$7.21	License Agreement
Winter Term (5 months)	\$5.18	\$5.13	License Agreement
Large Sidewalk Patio, Not Downtown, /Sq. ft			
Summer Term (7 months)	\$5.16	\$5.11	License Agreement
Winter Term (5 months)	\$3.68	\$3.64	License Agreement