TO: Chair and Members  
Economic Development and Planning Committee  
WARD(S) AFFECTED: CITY WIDE  

COMMITTEE DATE: March 23, 2010  

SUBJECT/REPORT NO:  
Annual Report on Building Permit Fees (PED10069) (City Wide)  

SUBMITTED BY:  
Tim McCabe  
General Manager  
Planning and Economic Development Department  

PREPARED BY:  
Dio Ortiz  
905.546.2424 ext.4650  

SIGNATURE:  

Council Direction: Not Applicable  

Information:  
The Building Code Act and the regulations made thereunder (the Ontario Building Code) require that a report be prepared annually on fees collected and costs incurred. Specifically, Article 1.9.1.1 of the regulations state:  

“(1) The report referred to in subsection 7(4) of the Act shall contain the following information in respect to fees authorized under clause 7(1)(c) of the Act:  

(a) total fees collected in the 12 month period ending no earlier than three months before the release of the report;  

(b) the direct and indirect costs of delivering services related to the administration and enforcement of the Act in the area of jurisdiction of the principal authority in the 12 month period referred to in Clause (a);  

(c) a break down in the costs described in Clause (b) into at least the following categories:  

(i) direct costs of administration and enforcement of the Act, including the review of applications for permits and inspection of buildings, and
Vision: To be the best place in Canada to raise a child, promote innovation, engage citizens and provide diverse economic opportunities.
Values: Honesty, Accountability, Innovation, Leadership, Respect, Excellence, Teamwork

(ii) indirect costs of administration and enforcement of the Act, including support and overhead costs, and
(d) if a reserve fund has been established for any purpose relating to the administration or enforcement of the Act, the amount of the fund at the end of the 12 month period referred to in Clause (a).

(2) The principal authority shall give notice of the preparation of a report under subsection 7(4) of the Act to every person and organization that has requested that the principal authority provide the person or organization with such notice and has provided an address for the notice."

Revenue Collected

Building Permit fees collected during 2009 totalled $6,337,533.

Costs Incurred

The total costs, both indirect and direct incurred during 2009 were $7,145,969 as shown in the table below.

<table>
<thead>
<tr>
<th>Building Services Division</th>
<th>2009 Actuals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Revenues</td>
<td>$6,337,533.37</td>
</tr>
<tr>
<td>Less Expenses:</td>
<td></td>
</tr>
<tr>
<td>Direct Cost</td>
<td>(6,198,492.35)</td>
</tr>
<tr>
<td>Indirect cost</td>
<td>(947,476.77)</td>
</tr>
<tr>
<td>Transfer from Building Fee Reserve</td>
<td>(808,436.15)</td>
</tr>
<tr>
<td><strong>Building Fee Reserve Balance Dec 31, 2009</strong></td>
<td><strong>$3,362,767.91</strong></td>
</tr>
</tbody>
</table>

*Note: figures based on preliminary unaudited financial statements for 2009

Building Permit Revenue Stabilization

From its start balance of $3,793,057.25 at the beginning of 2009, $808,436.15 was withdrawn to balance revenues and expenses as noted above, however, transactions within the fund for such things as accrued interest and a transfer for correction of sewer permit fees resulted in a net withdrawal of $430,289.34. The Building Permit Revenue Stabilization Fund contained $3,362,767.91 at the end of 2009.