

Date: November 15, 2021

Report To: Planning and Development Executive Committee

From: Cody Vangel, Chief Building Official & Municipal Planner

Re: Draft User Fees – Planning & Development - 2022

Attached the committee will find the draft proposed 2022 user fees for the Planning and Development Division. Administration applied the 4% increase as indicated in the October 25, 2021 Committee of the Whole & Council agendas to most P&D user fees with the exception of the following:

Animal Control

In comparison to neighbouring municipalities, it was determined that Fort Frances animal control fees are already higher than most. Additionally, given that by-law enforcement frequently accepts payment at the shelter without having change on hand, it is recommended to round up to the nearest \$1.00 from the approved 2021 User Fees.

Annual Parking Space & Loading Zone

Since introducing an increased rental rate in 2018 uptake on annual parking spot rentals has significantly dropped. See following table. As such, it is recommended to hold at the \$600.00, and not increase 4%.

	Rental Rate	Spots Rented	Revenue Generated
2016	\$370.70	39	\$14,457.30
2017	\$376.26	39	\$14,673.75
2018	\$540.00	27	\$14,580.00
2019	\$600.00	16	\$9,600.00
2020	\$600.00	13	\$7,800.00
2021	\$600.00	13	\$7,800.00

Metered On-Street Parking

Metering equipment is programmed internal to the devices at a set rate. It is recommended to hold at the 2020 approved rates of \$1.25/hr for on-street parking and \$4.00/day for unreserved parking spaces (Portage Ave Lot) to avoid reprogramming.

Planning Fees

Upon review of neighbouring municipalities Planning Application fees, it is recommended that Planning Application Fees (except for Request for Property Information and Assignment of Property Address) remain at the approved 2020 rate. Where applicable, these fees will also include the clause “plus public notice” as a cost recovery item for newspaper public notices as outline in the Planning Act.

The proposed draft 2022 Planning and Development User Fees can be seen attached with this report, along with a comparison of neighbouring municipalities Building & Planning fees. The proposed 2022 user fees have been discussed with Chief Administrative Officer, Faisal Anwar, and have been brought forward for discussion amongst the Planning and Development Executive Committee.

Administration is seeking endorsement of the attached draft 2022 Planning and Development User Fee schedule to bring forth to Mayor and Council for final approval.

Respectfully submitted.

A handwritten signature in black ink, appearing to read 'C. Vangel', with a stylized flourish at the end.

Cody Vangel
Chief Building Official & Municipal Planner

A handwritten signature in black ink, appearing to read 'P. Briere', with a stylized flourish at the end.

Patrick Briere
By-Law Enforcement