



## Staff Report

**Report Title: Planning Review Fees Increase**

**Prepared By: Jodi MacArthur, Treasurer**

**Department: Treasury**

**Date: Dec. 5, 2022**

**Report Number: TR-2022-12-79**

**File Number:**

**C11-TRE22**

**Attachments: Schedule 'C' Consolidated Rates and Fees**

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### **Recommendation:**

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number TR-2022-12-79 prepared by Jodi MacArthur, Treasurer AND FURTHER that the appropriate by-law be brought forward to update Schedule 'C' of the Consolidated Rates and Fees By-Law effective January 1, 2023.

### **Background:**

The Township currently contracts the services of B.M. Ross and Associates to administer Part 8 of the *Building Code Act*, which includes review of planning applications submitted to the County of Bruce. The agreement states that the fees will be reviewed on an annual basis.

### **Discussion:**

After consultation with the Township's Chief Building Official and the Managing Partner from B.M. Ross and Associates, an increase to the planning review fees outlined in Section 1. a) and b) from \$175.00 per application to \$200.00 per application are recommended. All other fees in this section will remain the same.

### **Financial Impacts:**

The fees are fully recovered from the applicants. The fee has not been updated since 2019 and represents a reasonable inflationary increase for the time spent completing the review.

### **Strategic Alignment / Link:**

The information provide din this report is consistent with and in keeping with the municipality's Vision & Mission.

We are an accessible community that offers opportunities for everyone by being open and transparent; and

We are an environmentally conscious community that are good stewards of our natural environment by protecting our natural assets, using our resources wisely and being aware and taking responsibility.

**Respectfully Submitted By:**

Jodi MacArthur, Treasurer

**Report Approved By:**

Mary Rose Walden, Chief Administrative Officer