



Hamilton

# INFORMATION REPORT

**CITY WIDE  
IMPLICATIONS**

<b>To:</b>	Chair and Members Economic Development and Planning Committee		
<b>From:</b>	Tim McCabe General Manager Planning and Economic Development Department	<b>Telephone:</b> <b>Facsimile:</b> <b>E-mail:</b>	(905) 546-4339 (905) 546-4364 tjmccabe@hamilton.ca
<b>Date:</b>	January 17, 2008		
<b>Re:</b>	<b>Supplementary Budget Information Requested at the January 8, 2008 Economic Development and Planning Committee (PED08046) (City Wide)</b>		

**Council Direction:**

Not applicable.

**Information:**

At the Economic Development and Planning Committee Meeting of January 8, 2008, which dealt with the 2008 Tax Supported Operating Budget for the Planning and Economic Development Department, Committee requested additional information. The requests are itemized as Items A through H in Appendix A attached to Report PED08046. The Comments column of Appendix A provides some narrative and / or a reference to the relative Appendix in which the additional information is outlined.

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Tim McCabe  
General Manager  
Planning and Economic Development Department

:MH/SO  
Attachs. (8)

**Economic Development and Planning Committee  
Budget Follow-Up List from January 8, 2008 Meeting**

	<b>Issue</b>	<b>Comments</b>
A.	Planning staff to send copies of Budget spread sheet to all members of Committee, (and to three-hole punch all paper copies, from now on).	Spreadsheet included as Appendix B.
B.	Prepare further breakdown of figures within revenues presented in the handout at meeting.	Spreadsheet included as Appendix B. Also see Appendices C and D for additional detail on Planning and Engineering revenues.
C.	Search for new / enhanced revenue sources include: -raising fines in general; -raising parking fines from \$12.00 to \$20.00; -raising sign fines NOW, ahead of the expected review, consider doubling them.	See Appendix E (Summary of Potential Revenue Generators) and Appendix H (Sign By-law) for detail of review.
D.	Review enforcement positions and tasks assigned with view to having multi-tasking officers, cross training of enforcement staff, targeting of enforcement areas / subjects as needed through the year, to avoid hiring single-purpose enforcement staff and report back.	See Appendix F.
E.	Remove the new enforcement position for the one-bag garbage limit as this is no longer needed.	Removed. No levy impact as funded from Public Works.
F.	Review background to plate denial issue and collection of fines back to amalgamation, and report back with details.	See Appendix G.
G.	Review possibility of anti-idling enforcement for a six-month pilot project, starting second half of 2008 and report back.	See Appendix F.
H.	Review costing of "Anti-Idling Community" signage for entry signs to City, and other signage, including bumper stickers for City vehicles and report back.	See Appendix F.



PLANNING & ECONOMIC DEVELOPMENT DEPARTMENT  
 2008 REQUESTED MAINTENANCE LEVEL BUDGET  
 SUMMARY OF USER FEE REVENUES BY DIVISION

	2007 Budget Restated	2007 Actual Draft **	2008 Budget Requested Budget	2008 Requested Budget vs. 2007 Restated Budget		Note/Comments
				\$	%	
<b>TOTAL ALL REVENUES</b>	<b>(30,853,990.00)</b>	<b>(27,148,198.98)</b>	<b>(29,932,194.85)</b>	<b>921,795</b>	<b>3.0%</b>	
<b>TOTAL RESERVES &amp; CAPITAL</b>	<b>(4,666,810.00)</b>	<b>(2,150,851.52)</b>	<b>(3,387,746.97)</b>	<b>1,279,063</b>	<b>27.4%</b>	Funding of addn'l staff via approved program enhancements, funding of OP Reform & Zoning Reform & some Real Estate staff from capital program etc.
<b>ALL OTHER REVENUE</b>	<b>(134,200.00)</b>	<b>(235,739.69)</b>	<b>(130,200.00)</b>	<b>4,000</b>	<b>3.0%</b>	Mainly from grants & subsidies in Ecdev & Tourism. Actual includes one-time funding rec'd of \$125k for Brier Cup
<b>TOTAL USER FEE REVENUE</b>	<b>(26,052,980.00)</b>	<b>(24,761,607.77)</b>	<b>(26,414,247.88)</b>	<b>(361,268)</b>	<b>(1.4)%</b>	
<b>FEES AND GENERAL BY DIVISION</b>						
<b>BUILDING SERVICES</b>						
<b>FEES AND GENERAL</b>	<b>(7,308,430.00)</b>	<b>(6,718,162.00)</b>	<b>(6,993,127.88)</b>	<b>315,302</b>	<b>4.3%</b>	
45404: Administration Fee-Lot Grading	(160,000.00)	(190,174.00)	(187,000.00)	(27,000)	(16.9)%	Grading inspection fee at time of permit application for lots in plans of subdivisions for lots not part of lot grading agreement.
45408: Administration Fees	(25,500.00)	(39,969.38)	(81,700.00)	(56,200)	(220.4)%	For demolition fee / FOI & site plans
45410: Ownership Information Change - to be trf to "45510 Inspection Fees"	(81,750.00)	0.00	(88,818.17)	(7,068)	(8.6)%	Relates to Illegal Grow Op program - delayed start up of program. New Inspectors in process of being hired
45487: Re-Occupancy Fee	(74,250.00)	0.00	(80,669.71)	(6,420)	(8.6)%	Relates to Illegal Grow Op program - delayed start up of program. New Inspectors in process of being hired
45571: Photocopier Revenue	(6,550.00)	(7,689.77)	(6,550.00)	0	0.0%	
47211: Building Permits	(6,485,380.00)	(6,134,024.36)	(6,159,470.00)	325,910	5.0%	Fee changes pending completion of operational review by end of 1st quarter. 2008 reflects decrease activity levels.
47217: Lot Grading	(30,000.00)	(7,344.00)	(10,000.00)	20,000	66.7%	Lots created through severances (less than 4 lots) enter into a Lot Grading Agreement (Sch F) as part of that agreement the owner is required to provide securities for the grading of the property together with a \$153.00 grading inspection fee for each lot.
47227: Property Reports	(215,000.00)	(213,956.50)	(256,770.00)	(41,770)	(19.4)%	
47230: Sewer Permits	(220,000.00)	(125,003.99)	(112,150.00)	107,850	49.0%	Bldg Services now only collects permits related to single family dwelling residential. Transfer portion that Dev Eng Div is now collected re: Commercial & Industrial under subdv agreements
47301: Building Code Act Fines	(10,000.00)	0.00	(10,000.00)	0	0.0%	Fines levied by courts & collected via POA office

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PLANNING & ECONOMIC DEVELOPMENT DEPARTMENT  
 2008 REQUESTED MAINTENANCE LEVEL BUDGET  
 SUMMARY OF USER FEE REVENUES BY DIVISION

	2007 Budget Restated	2007 Actual Draft **	2008 Budget Requested Budget	2008 Requested Budget vs. 2007 Restated Budget		Note/Comments
				\$	%	
<b>DEVELOPMENT ENGINEERING</b>						
<b>FEES AND GENERAL</b>	<b>(2,158,820.00)</b>	<b>(2,700,460.15)</b>	<b>(2,503,480.01)</b>	<b>(344,660)</b>	<b>(16.0)%</b>	Refer to user fee revenue projection worksheet for description of revenue accounts. Review of all Development & Planning fees to be completed by end of 3rd qtr of 2008
47850: Other Recoverable Services	0.00	(20,000.00)	0.00	0	0.0%	Mattamy on the Lake Peer Review
45601: Revisions To Subdivisions	(1,020.00)	(340.00)	(1,040.00)	(20)	(2.0)%	
45631: Sub-Processing Fees	(1,831,570.00)	(2,213,259.51)	(2,059,160.00)	(227,590)	(12.4)%	Actual includes revenue deferral of \$472k
45692: Joint Sewer Water Agreements	(11,630.00)	(13,950.00)	(11,830.00)	(200)	(1.7)%	
46122: Subdivision Discharge	0.00	0.00	(23,450.00)	(23,450)	(100.0)%	New fee for 2008 for discharge of subdivision agreements
47230: Sewer Permits	(314,600.00)	(450,682.32)	(408,000.00)	(93,400)	(29.7)%	Reflects increase volume levels & increase in addn'l cost per unit fee
47602: Sale Of Publications	0.00	(2,228.32)	0.00	0	0.0%	
<b>DOWNTOWN &amp; COMMUNITY RENEWAL</b>						
<b>FEES AND GENERAL</b>	<b>(93,050.00)</b>	<b>(18,515.00)</b>	<b>(123,199.99)</b>	<b>(30,150)</b>	<b>(32.4)%</b>	
45439: Main Street Application Fees	0.00	0.00	(9,250.00)	(9,250)	(100.0)%	New program approved during 2007
45602: CPIGP Admin Fee	(8,550.00)	(12,615.00)	(8,700.00)	(150)	(1.8)%	Commercial Property Improvement Grant Program
45606: Enterprise Zone Fees	(2,500.00)	(2,500.00)	(3,750.00)	(1,250)	(50.0)%	
45701: Downtown Residential Loan Fees	(82,000.00)	(3,400.00)	(101,500.00)	(19,500)	(23.8)%	Fees rec'd on first loan advance which does not take place until project 60% complete.
<b>ECONOMIC DEVELOPMENT &amp; REAL ESTATE</b>						
<b>FEES AND GENERAL</b>	<b>(460,420.00)</b>	<b>(473,091.50)</b>	<b>(561,520.00)</b>	<b>(101,100)</b>	<b>(22.0)%</b>	
49204: Private Contributions	(5,060.00)	0.00	0.00	5,060	100.0%	Bus Development
46110: Special Agreements/Leases	(80,000.00)	(162,640.00)	(166,160.00)	(86,160)	(107.7)%	Bus Development - Fees collected from Tradeport
45519: General Fees	(14,000.00)	(8,424.60)	(14,000.00)	(0)	(0.0)%	HIT Cost recovery of supplies, copier use and cost of bulk mailings for the tenant companies. Board room rental, conference room rental
45690: Other Recoverable Fees	(10,000.00)	(22,622.41)	(10,000.00)	0	0.0%	HIT - Charge backs to tenant pursuant to special conditions in their lease. ( Postage, office supplies, Questnet system, signage)
46000: Rental Fees	(268,900.00)	(213,819.49)	(288,900.00)	(20,000)	(7.4)%	HIT - Rent collected from tenant companies
45560: Registration Fees	(2,000.00)	(150.00)	(2,000.00)	0	0.0%	SBEC
45711: Bridges to Better Business	(10,000.00)	(6,165.00)	(10,000.00)	0	0.0%	SBEC - Fees charged to attendees at this event.
45712: Mentor Programs	(1,600.00)	(1,310.00)	(1,600.00)	0	0.0%	SBEC- Fees charged for mentor services
45728: Self Employment Training	(52,360.00)	(42,760.00)	(52,360.00)	0	0.0%	SBEC- Fee for Service to deliver Community Services program.

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PLANNING & ECONOMIC DEVELOPMENT DEPARTMENT  
 2008 REQUESTED MAINTENANCE LEVEL BUDGET  
 SUMMARY OF USER FEE REVENUES BY DIVISION

	2007 Budget Restated	2007 Actual Draft **	2008 Budget Requested Budget	2008 Requested Budget vs. 2007 Restated Budget		Note/Comments
				\$	%	
47807: Contributions	(16,500.00)	(15,200.00)	(16,500.00)	0	0.0%	SBEC - contributions from various organizations
<b>FINANCE &amp; SUPPORT SERVICES</b>						
<b>FEES AND GENERAL</b>	<b>(3,500.00)</b>	<b>(6,981.58)</b>	<b>(5,000.00)</b>	<b>(1,500)</b>	<b>(42.9)%</b>	
45535: Merchandise Sales	(3,500.00)	(6,981.58)	(5,000.00)	(1,500)	(42.9)%	Sale of maps etc by GIS & T & C Group
<b>PARKING &amp; BYLAW SERVICES</b>						
<b>FEES AND GENERAL</b>	<b>(13,627,600.00)</b>	<b>(12,489,599.19)</b>	<b>(13,516,420.00)</b>	<b>111,180</b>	<b>0.8%</b>	
<b>Animal Control</b>						
45408: Administration Fees	(500.00)	(288.12)	(500.00)	0	0.0%	Represents a fee charged to customers who request to be invoice for services rendered.
45498: Donations	0.00	(114.62)	0.00	0	0.0%	Donations rec'd from public.
45615: Sign Fees	(250,000.00)	(80,678.00)	(140,000.00)	110,000	44.0%	Fees collected under By-law 06-243 for Signs & Other Advertising Devices
45693: Shelter Pound Fees	(56,300.00)	(68,215.00)	(69,810.00)	(13,510)	(24.0)%	Impound fees charged for initial capture of stray animal than there is a daily board fee for housing the animal everyday thereafter.
45694: Surrender Fees	(100,000.00)	(97,504.91)	(102,400.00)	(2,400)	(2.4)%	Fees paid by owners who surrender their animals for euthanasia or adoption. Majority of animals come in are strays - no fee charged
45730: Transportation Fees	(20,150.00)	(13,931.50)	(17,000.00)	3,150	15.6%	Fees charged to customers for the pickup or delivery of animals - home to vet to shelter
45731: Trap-Wildlife Removal/Release	(1,980.00)	(1,802.37)	(1,980.00)	0	0.0%	Traps for rent
47202: Animal Tags	(1,088,320.00)	(1,019,174.55)	(1,186,180.01)	(97,860)	(9.0)%	Fee changes pending completion of operational review by end of 2nd quarter
47302: Fines	(12,000.00)	(17,683.00)	(15,000.00)	(3,000)	(25.0)%	Fines levied by courts & collected via POA office
<b>Sub-total</b>	<b>(1,529,250.00)</b>	<b>(1,299,392.07)</b>	<b>(1,532,870.01)</b>	<b>(3,620)</b>	<b>(0.2)%</b>	

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				\$	%	
<b>Municipal Law Enforcement</b>						
45440: Application Fees	(2,130.00)	(1,000.00)	(1,250.00)	880	41.3%	Lotteries- one-time fee for new organizations that apply to run lottery, bingo, etc.
47200: Bylaw Revenue	0.00	(356.50)	0.00	0	0.0%	Property Standards and Non-compliance Issues
47203: Current Year General Licences	(1,208,650.00)	(1,031,016.50)	(1,127,200.00)	81,450	6.7%	Business & Taxi Licences. Review of fees to be completed by end of 2nd qtr 2008.
47204: Nevada License Fees	(235,000.00)	(143,810.05)	(144,000.00)	91,000	38.7%	
47210: Trade Licence Fees	(130,000.00)	(196,436.00)	(190,000.00)	(60,000)	(46.2)%	Contractors and Masters working in Building Repair, Plumbing, HVAC and Drain Laying.
47212: Certificates Of Compliance	(15,000.00)	(13,335.00)	(15,000.00)	0	0.0%	Fees for single & multiple ( two/three) dwelling, lodging/nursing homes & liquor licences
47213: Current Yr Lotteries - Bingo	(541,000.00)	(522,195.00)	(594,990.00)	(53,990)	(10.0)%	Reflects change in how user fees determined from 3% of prize board to \$165 per event. There are two major bingo halls remaining.
47223: Other Lottery Fees	(28,140.00)	(27,928.44)	(30,000.00)	(1,860)	(6.6)%	Raffles & bazaars.
47302: Fines	(7,100.00)	(6,795.00)	(7,100.00)	0	0.0%	Fines levied by courts & collected via POA office for noise & property standards and some zoning enforcement
48300: Miscellaneous Revenues	(7,500.00)	(4,310.00)	(8,500.00)	(1,000)	(13.3)%	Photo Ids
<b>Sub-total</b>	<b>(2,174,520.00)</b>	<b>(1,947,182.49)</b>	<b>(2,118,039.99)</b>	<b>56,480</b>	<b>2.6%</b>	
<b>Ham Municipal Parking System</b>						
44024: Other Recoveries	0.00	(7,975.50)	0.00	0	0.0%	Pay ticket revenue
45432: Advertising Revenue	(106,900.00)	(101,316.98)	(107,999.99)	(1,100)	(1.0)%	
45545: On-Street Parking Fees	(93,000.00)	(123,914.44)	(93,000.00)	0	0.0%	Fees collected for on street time limit and permit parking permits
45547: On-Street Meter Revenue	(1,400,200.00)	(1,394,310.13)	(1,430,000.00)	(29,800)	(2.1)%	
45550: Driveway Approach Fees	(7,010.00)	(4,785.48)	(6,000.00)	1,010	14.4%	Fee for residential driveway applications
45559: Parking Revenue	(3,694,810.00)	(3,457,959.77)	(3,558,200.02)	136,610	3.7%	Parking fees @ City Lots
45633: Tow Fees	(20,000.00)	(32,900.00)	(25,000.01)	(5,000)	(25.0)%	Contract # C2-02-06 with Peninsula Towing The vehicle processing fee payable is \$50 per vehicle towed.
46007: Boulevard Parking-Residential	(79,000.00)	(62,247.49)	(79,000.00)	0	0.0%	Residential parking permits issued via tax rolls
46008: Boulevard Parking-Commercial	(56,200.00)	(59,277.58)	(56,200.00)	0	0.0%	Commercial parking permits issued via tax rolls
47222: Permit	(26,100.00)	(27,150.11)	(27,000.00)	(900)	(3.4)%	Site inspection permits
47303: Fines-City	(4,261,900.00)	(3,881,552.95)	(4,261,900.00)	0	0.0%	
47305: Moving Violations	(10,000.00)	(9,431.00)	(10,000.00)	0	0.0%	Special Program working in conjunction with Police.
47314: MTO-Plate Denial Fines	(56,210.00)	(29,562.00)	(156,210.00)	(100,000)	(177.9)%	Process and collection of parking fines under Bill 25
47868: Recovery - Courts	(107,500.00)	(12,368.00)	(50,000.00)	57,500	53.5%	Net Proceeds from POA- allowance for fines collected from NIC cases paid and NIC cases SIA & BLP parking infractions.

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PLANNING & ECONOMIC DEVELOPMENT DEPARTMENT  
 2008 REQUESTED MAINTENANCE LEVEL BUDGET  
 SUMMARY OF USER FEE REVENUES BY DIVISION

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				\$	%	
48300: Miscellaneous Revenues	(5,000.00)	(38,273.20)	(5,000.00)	0	0.0%	YTD actual includes \$32k for Parking cash -In Lieu payment to be transferred to the Parking cash-in lieu reserve. Budget for admin fees recovered (15% ) when issuing special permits relates to meter & lot use re: film shoots, special events. In addition , charge for duplicate/replacement cards & reactivation fee.
<b>Sub-total</b>	<b>(9,923,830.00)</b>	<b>(9,243,024.63)</b>	<b>(9,865,510.00)</b>	<b>58,320</b>	<b>0.6%</b>	

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				\$	%	
<b>PLANNING</b>						
<b>FEES AND GENERAL</b>	(1,949,970.00)	(2,002,231.00)	(2,237,000.00)	(287,030)	(14.7)%	Refer to user fee revenue projection worksheet for description of revenue accounts. Actual includes revenue deferral of \$423k. Review of all Development & Planning fees to be completed by end of 3rd qtr of 2008
45440: Application Fees	(750.00)	(1,000.00)	(750.00)	0	0.0%	Commercial Heritage Improvement Restoration Program ( CHIRP program)
45466: Committee Of Adjust Fee	(277,150.00)	(272,300.00)	(284,200.00)	(7,050)	(2.5)%	
45561: Part Lot Control Fee	(50,950.00)	(105,880.00)	(70,630.00)	(19,680)	(38.6)%	
45587: R.O.P.A. Fees	(21,840.00)	(21,048.75)	(22,250.00)	(410)	(1.9)%	
45617: Site Plan Control	(714,950.00)	(605,520.70)	(729,110.00)	(14,160)	(2.0)%	
45627: Subdivision Condo Fee	(201,560.00)	(225,825.00)	(232,240.00)	(30,680)	(15.2)%	
45655: Land Division Consent Fee	(180,250.00)	(198,285.00)	(186,400.00)	(6,150)	(3.4)%	
45683: Official Plan Appl Fees	(104,220.00)	(112,152.50)	(173,700.00)	(69,480)	(66.7)%	
45697: Zoning Application Fees	(307,200.00)	(321,295.30)	(439,760.00)	(132,560)	(43.2)%	
45698: Condominium Fees	(68,310.00)	(100,460.00)	(67,540.00)	770	1.1%	
47602: Sale Of Publications	(3,000.00)	(639.33)	(3,000.00)	0	0.0%	
48300: Miscellaneous Revenues	(19,790.00)	(37,824.42)	(27,420.01)	(7,630)	(38.6)%	Various fees such as property reports, street name changes, preparation/modification of neighbourhood plans, MOE certificate of approval admin fee etc.
<b>STRATEGIC SERVICES</b>						
<b>FEES AND GENERAL</b>	(1,500.00)	(24,715.16)	(1,500.00)	0	0.0%	
45560: Registration Fees	0.00	(4,367.93)	0.00	0	0.0%	Upwind/Downwind Conference hosted by City in Feb 08
45602: CPIGP Admin Fee	0.00	(1,025.30)	0.00	0	0.0%	
45625: Sponsorships	0.00	(18,500.00)	0.00	0	0.0%	Upwind/Downwind Conference hosted by City in Feb 08
47602: Sale Of Publications	(1,500.00)	(821.93)	(1,500.00)	0	0.0%	Sale of Official Plans etc

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<b>TOURISM</b>						
<b>FEES AND GENERAL</b>	<b>(449,690.00)</b>	<b>(327,852.19)</b>	<b>(473,000.00)</b>	<b>(23,310)</b>	<b>(5.2)%</b>	
45155: Special Events - Functions	0.00	(5,814.53)	(5,000.00)	(5,000)	(100.0)%	Meetings, Conventions & Group Services - HARP & seminars
45432: Advertising Revenue	(80,000.00)	0.00	(80,000.00)	0	0.0%	This new program designed to provide tourism directional signage on the Lincoln Alexander Expressway delayed start-up.
45560: Registration Fees	(4,000.00)	(3,095.94)	(5,000.00)	(1,000)	(25.0)%	Summit Registration fees
45625: Sponsorships	(14,000.00)	(16,764.18)	(20,500.00)	(6,500)	(46.4)%	Annual Tourism Awards & Summit
45632: Ticket Sales	(14,000.00)	(16,061.37)	(17,500.00)	(3,500)	(25.0)%	Annual Tourism Awards & Summit
47879: Local Recoveries	(2,690.00)	(2,699.00)	0.00	2,690	100.0%	Recoveries from Flamborough based on 41% of costs of Flamb Tourist Centre Costs.
47882: Recov-Advertising	(35,000.00)	2,997.02	(20,000.00)	15,000	42.9%	Tourism partners contribution to campaigns; web site advertising revenue; tear map contribution. Did not do usual co-op advertising program. For summer did campaign behalf of whole industry & fall program stalled due to staffing vacancy.
49204: Private Contributions	(300,000.00)	(286,414.19)	(325,000.00)	(25,000)	(8.3)%	Mktg Destination Fees of 3% collected from hotels & B & B participants on voluntary basis

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P & ED - DEVELOPMENT PLANNING & COMMITTEE OF ADJ/LDC									
2008 USER FEES BUDGET PROJECTIONS									
Dept ID	Account	Service Offered	2007 Fee	2007 Projected Units	2007 Projected Revenue	2008 Fee plus CPI of Toronto	2008 Projected Units	2008 Projected Revenue	Increase Change
		<b>CPI index rate to be input into cell</b>				<b>1.9%</b>			
<b>812020</b>	45587	<b>Regional Official Plan Amendment</b>	7,275.00	3	21,830	7,415.00	3	22,250	420
	45587	a) Recirculation with no advertising required	360.00	0	0	370.00	0	-	0
	45587	b) Recirculation with advertising required	3,895.00	0	0	3,970.00	0	-	0
	45587	c) Cancellation of the Public Meeting	3,555.00	0	0	3,625.00	0	-	0
					21,830			22,250	420
<b>812020</b>	45683	<b>Local Official Plan Amendment</b>							
	45683	a) Phase 1 - Service up to Council Report	3,420.00	18	61,560	5,130.00	20	102,600	41,040
	45683	b) Phase 2 - Services subsequent to Council approval	2,370.00	18	42,660	3,555.00	20	71,100	28,440
	45683	c) Recirculation with no advertising required	360.00	0	0	370.00	0	-	0
	45683	d) Recirculation due to cancellation of Public Meeting by the applicant or agent	360.00	0	0	370.00	0	-	0
					104,220			173,700	69,480
<b>812020</b>	45697	<b>Zoning Application</b>							
	45697	Routine Application	2,815.00	25	70,380	2,870.00	25	71,750	1,370
		Complex Application							
	45697	i) Phase 1 - Services up to Council Report	3,160.00	50	158,000	4,740.00	53	251,220	93,220
		ii) Phase 2 - Services subsequent to Council approval	1,530.00	40	61,200	2,295.00	43	98,690	37,490
	45697	Public Notice recirculation due to cancellation of a Public Meeting by applicant or agent	360.00	0	0	370.00	0	-	0
		<b>Revision/Recirculation - Amended</b>	625.00	5	3,130	640.00	5	3,200	70
		<b>Revision/Recirculation - Recirculation</b>	625.00	0	0	640.00	0	-	0
		<b>Removal of 'H' Holding Provision</b>	1,460.00	10	14,600	1,490.00	10	14,900	300
		<b>Joint Application</b>							
		<b>** 25% reduction of total combined fee</b>							
					307,310			439,760	132,450
<b>812020</b>	45617	<b>Site Plan Application</b>							
	45617	Full Application	5,545.00	110	609,950	5,650.00	110	621,500	11,550
	45617	Minor Application	685.00	60	41,100	700.00	60	42,000	900
	45617	Resubmission of Plans on the 4th occasion	1,785.00	0	0	1,820.00	0	-	0
	45617	Amendment to Site Plan	1,350.00	10	13,500	1,375.00	10	13,750	250
	45617	Preliminary Review	1,350.00	15	20,250	1,375.00	15	20,630	380
	45617	Extension	900.00	5	4,500	920.00	5	4,600	100
	45617	Development Review Fee	0.00	0	0	0.00	0		
		<b>** 5% of proposed value of works in excess of \$200,000 to a max. of \$6,000</b>			20,000			20,000	0
	45617	1 and 2 family residential on Beach Strip (outside	1,300.00	5	6,500	1,325.00	5	6,630	130

P & ED - DEVELOPMENT PLANNING & COMMITTEE OF ADJ/LDC									Page 2 of 4	
2008 USER FEES BUDGET PROJECTIONS										
Dept ID	Account	Service Offered	2007 Fee	2007 Projected Units	2007 Projected Revenue	2008 Fee plus CPI of Toronto	2008 Projected Units	2008 Projected Revenue	Increase	
						1.9%			Change	
		Heritage Conservation District)			715,800			729,110	13,310	
<b>812020</b>	45627	<b>Plan of Subdivision</b>								
	45627	Includes application, circulation, review, Draft Plan approval	8,440.00	15	126,600	12,660.00	12	151,920	25,320	
	45627	Additional costs per unit	45.00	550	24,750	55.00	550	30,250	5,500	
	45627	Additional costs per block	210.00	25	5,250	265.00	25	6,630	1,380	
	45627	Recirculation of revisions for a plan of subdivision	640.00	0	0	655.00	0	-		
	45627	Draft Plan approval - Revisions	1,430.00	15	21,450	1,460.00	15	21,900	450	
	45627	Draft Plan approval - Extensions	485.00	12	5,820	495.00	12	5,940	120	
	45627	Annual maintenance fee for Subdivision files older than three (3) years old			0			-	0	
			255.00	60	15,300	260.00	60	15,600	300	
					199,170			232,240	33,070	
<b>812020</b>	45698	<b>Plan of Condominium</b>								
	45698	Newly constructed building	3,380.00	12	40,560	3,445.00	12	41,340	780	
	45698	Plus additional costs per unit	40.00	360	14,400	40.00	360	14,400	0	
	45698	Condominium Conversion Approval Fee	3,555.00	2	7,110	3,625.00	2	7,250	140	
	45698	Plus additional costs per unit	65.00	30	1,950	65.00	30	1,950	0	
	45698	Recirculation fee for a Plan of Condominium Approval	640.00	0	0	655.00	0	-	0	
	45698	Revision fee for Plan of Condominium	685.00	0	0	700.00	0	-	0	
	45698	Application Maintenance Fee for Condominium files over three (3) years old			0				0	
			255.00	10	2,550	260.00	10	2,600	50	
	45698	Exemption	640.00	0	0	655.00	0	-	0	
					66,570			67,540	970	
<b>812020</b>	45561	<b>Part Lot Control</b>								
	45561	Part Lot Control Exemption - Section 50(7) flat fee	1,590.00	25	39,750	1,620.00	30	48,600	8,850	
		Plus additional costs per lot	65.00	130	8,450	65.00	285	18,530	10,080	
	45561	Part Lot Control Extension -	685.00	5	3,430	700.00	5	3,500	70	
					51,630			70,630	19,000	
<b>812020</b>		Property Reports with respect to Official Plan, Zoning, Rental Housing Protection, Heritage Designation	130.00	0	0	135.00	0	-	0	
<b>812020</b>	48300	<b>Other Revenues</b>								
	48300	Street Name Change	5,130.00	0	0	5,230.00	0	-	0	

P & ED - DEVELOPMENT PLANNING & COMMITTEE OF ADJ/LDC									
2008 USER FEES BUDGET PROJECTIONS									
Dept ID	Account	Service Offered	2007 Fee	2007 Projected Units	2007 Projected Revenue	2008 Fee plus CPI of Toronto	2008 Projected Units	2008 Projected Revenue	Increase Change
		<b>CPI index rate to be input into cell</b>				<b>1.9%</b>			
	48300	Preparation of a Neighbourhood Plan and a Modified Neighbourhood Plan	1,730.00	2	3,460	1,765.00	2	3,530	70
	48300	Request for Municipal Street Numbers	125.00	20	2,500	130.00	20	2,600	100
	48300	Ministry of Environment's Certificate of Approval Administration Fee	1,550.00	5	7,750	1,580.00	5	7,900	150
	48300	Cash in Lieu of Parking Administration Fee	380.00	0	0	390.00	0	-	0
	48300	ESAIEG Application Fee	295.00	12	3,540	300.00	12	3,600	60
	48300	Record of Site Condition (RSC) Administration Fee	160.00	5	800	165.00	5	830	30
	48300	Peer Review of Special Studies Administration Fee	275.00	2	550	280.00	2	560	10
		New - Sign Variance	685.00	2	1,370	700.00	12	8,400	7,030
					19,970			27,420	7,450
		Sale of Publications ( Reports & Documents)							
<b>812020</b>	45428	<b>Official Plan Amendment and/or Zoning ByLaw Amendment to establish a Pit or Quarry</b>				50,000.00	0	-	
		In addition to base fee, the owner/applicant shall bear any and all cost pertaining to Peer Reviews and for an Aggregate Advisor, if required							
<b>812025</b>	45655	<b>Land Consent Approval</b>							
		Land Consent Fee:							
	45655	Fully Serviced Lot	990.00	120	118,800	1,010.00	120	121,200	2,400
	45655	Property serviced by well/cistern	1,090.00	40	43,600	1,110.00	40	44,400	800
	45655	Additional fee plus Base Fee where no Sanitary Sewers exist or if services are new to the area and any existing house is still serviced by a septic system:	230.00			235.00			
	45655	Application Recirculation Fee	135.00	5	680	140.00	5	700	20
	45655	Deed Certification	135.00	125	16,880	140.00	125	17,500	620
	45655	Extension or Deferral	35.00	0	0	35.00	0	-	0
	45655	Validation of Title	510.00	5	2,550	520.00	5	2,600	50

P & ED - DEVELOPMENT PLANNING & COMMITTEE OF ADJ/LDC									
2008 USER FEES BUDGET PROJECTIONS									
Dept ID	Account	Service Offered	2007 Fee	2007 Projected Units	2007 Projected Revenue	2008 Fee plus CPI of Toronto	2008 Projected Units	2008 Projected Revenue	Increase Change
		<b>CPI index rate to be input into cell</b>				<b>1.9%</b>			
					182,510			186,400	3,890
<b>812025</b>	45466	<b>Committee of Adjustment Minor Variance Approval</b>							
	45466	Variance or Permission (all others)	795.00	350	278,250	810.00	350	283,500	5,250
	45466	Application Recirculation Fee (new)	135.00	5	680	140.00	5	700	20
					278,930			284,200	5,270
		<b>Total Cof A/LDC</b>			<b>461,440</b>			<b>470,600</b>	<b>9,160</b>
		<b>Total Revenues</b>			<b>1,947,940</b>			<b>2,233,250</b>	<b>285,310</b>
<b>SUMMARY</b>				As per WS	<b>2007 Approved Budget</b>			<b>2008 Proj Revenue</b>	
<b>812020</b>	45428	<b>Aggregate Licence Application</b>			0			-	
<b>812020</b>	45561	<b>Part Lot Control</b>		51,630	50,950			70,630	
<b>812020</b>	45587	<b>Regional Official Plan Amendment</b>		21,830	21,840			22,250	
<b>812020</b>	45617	<b>Site Plan Application</b>		715,800	714,950			729,110	
<b>812020</b>	45627	<b>Plan of Subdivision</b>		199,170	201,560			232,240	
<b>812020</b>	45683	<b>Local Official Plan Amendment</b>		104,220	104,220			173,700	
<b>812020</b>	45697	<b>Zoning Application</b>		307,310	307,200			439,760	
<b>812020</b>	45698	<b>Plan of Condominium</b>		66,570	68,310			67,540	
<b>812020</b>	48300	<b>Other Revenues</b>		19,970	19,790			27,420	
				<b>1,486,500</b>	<b>1,488,820</b>			<b>1,762,650</b>	
<b>812025</b>	45466	<b>Committee of Adjustment Minor Variance Approval</b>		278,930	277,150			284,200	
<b>812025</b>	45655	<b>Land Consent Approval</b>		182,510	180,250			186,400	
				<b>461,440</b>	<b>457,400</b>			<b>470,600</b>	
		<b>TOTAL</b>		1,947,940	1,946,220			2,233,250	
		Difference ( Unreconciled)			(1,720)				

**P & ED DEVELOPMENT ENGINEERING**

**2008 USER FEES BUDGET PROJECTIONS**

Percent Increase Consumer Price Index (Toronto) = 1.90%

Website address: <http://www40.statcan.ca/101/cst01/cpis02a.htm?sdi=monthly%20city>

				<b>Final 2007 Budget</b>			<b>2008 Projected Revenue Budget</b>			
	<b>Service</b>	<b>Account Number</b>	<b>Account Centre</b>	<b>Proposed 2007 Fee</b>	<b>Actual Units/Cost</b>	<b>2007 Total Revenue</b>		<b>Proposed 2008 Fee</b>	<b>2008 Estimated Units/Cost</b>	<b>2008 Projected Revenue</b>
<b>A.</b>	<b>Design Review Engineering</b>									
	1. Engineering Approvals and Agreements	45631	812015	\$5,035.00	35	\$176,230.00		\$0.00	0	\$0.00
	Subdivision Agreement preparation	45631	812015					\$3,000.00	35	\$105,000.00
	Engineering Review	45631	812015					\$2,130.00	35	\$74,550.00
	Additional Cost per Unit	45631	812015	\$200.00	1800	\$360,000.00		\$200.00	1800	\$360,000.00
	2. Minor Revision to Subdivision Agreement	45601	812015	\$160.00	1	\$160.00		\$165.00	1	\$165.00
	3. Major Revision to Subdivision Agreement	45601	812015	\$370.00	1	\$370.00		\$380.00	1	\$380.00
	4. Resubmission of Engineering Drawings for review and approval per page	45601	812015	\$180.00	1	\$180.00		\$185.00	1	\$185.00
	5. Final Approval and Registration (Subdivision)	45631	812015	\$1,130.00	35	\$39,550.00		\$1,150.00	35	\$40,250.00
	6. Subdivision Compliance	45631	812015	\$80.00	140	\$11,200.00		\$85.00	140	\$11,900.00
<b>B.</b>	<b>Construction - Engineering Supervision</b>									
	1. Engineering Construction Supervision and Agreement Administration	45631	812015	\$2,360.00	22	\$51,920.00		\$2,400.00	22	\$52,800.00
	Additional Cost 4.00% Construction Cost	45631	812015	4.00%	\$26,987,000	\$1,079,480.00	\$872,000.00	4.0%	\$31,000,000	\$1,240,000.00
	2. Engineering Construction Revision Fee	45601	812015	\$305.00	1	\$310.00		\$310.00	1	\$310.00
	3. Finance Department - Cash and Security Adm	45631	338035	\$1,150.00				\$1,170.00		
	Additional Cost per Unit	45631	338035	\$11.50				\$11.70		
	4. Finance Department - "Best Efforts" Adm	45631	338035	\$1,150.00				\$1,170.00		
<b>C.</b>	<b>Final Approval and Registration (Condo)</b>	45631	812015	\$1,125.00	15	\$16,880.00		\$1,145.00	15	\$17,175.00
<b>D.</b>	<b>Sewer and Water Drawing Review Fee</b>	45631	812015	\$410.00	130	\$53,300.00		\$420.00	130	\$54,600.00
<b>E.</b>	<b>Security Reduction Requests</b>	45631	812015	\$235.00	3	\$710.00		\$240.00	3	\$720.00
<b>F.</b>	<b>Consent Agreements</b>	45631	812015	\$3,290.00	30	\$98,700.00		\$3,290.00	30	\$98,700.00
<b>G.</b>	<b>Special Sewer / Water Agreement</b>	45692	812015	\$2,365.00	3	\$7,100.00		\$2,365.00	3	\$7,095.00
<b>H.</b>	<b>Joint Sewer / Water Agreement</b>	45692	812015	\$2,365.00	2	\$4,730.00		\$2,365.00	2	\$4,730.00
<b>I.</b>	<b>Pre-Service Agreements</b>	45631	812015	\$3,370.00	1	\$3,370.00		\$3,430.00	1	\$3,430.00



## ***SUMMARY POTENTIAL REVENUE GENERATORS 2008 BUDGET***

<b>Attachment</b>		<b>Additional Revenue (annualized)</b>
I	Increase Time Limit violation parking fines from \$12 to \$20	<b>\$75,000</b>
II	Increase No Parking Fire Route violation fines from \$20 to \$50	<b>\$30,000</b>
III	Increase Heavy Vehicle violation parking fines from \$50 to \$75	<b>\$20,000</b>
IV	Increase on-street parking meter rate from \$0.50/hr to \$1.00/hr	<b>\$500,000</b>
V	Paid Parking in all commercial areas of the City	<b>\$780,000</b>
VI	Increase Various Animal Control Fee	<b>\$25,000</b>
Appendix G	Additional Revenues from Plate Denial	<b>\$100,000</b>
	<b><i>TOTAL RECOMMENDED</i></b>	<b><i>\$1,530,000</i></b>

# Potential Revenue Generator

Item	Additional Revenue Potential		Background
	Annual	2008	
Increase Time Limit violation parking fine from \$12 to \$20	\$75,000	\$37,500	<ul style="list-style-type: none"><li>➤ Time Limit violation tag issuance increased by 17.5% in 2007</li><li>➤ Current fine level is not a sufficient deterrent</li><li>➤ Benchmarking exercise shows that current fine is out of line with other Ontario municipalities: <b>Ontario average = \$26    Ontario median = \$28</b></li><li>➤ Parking By-Law amendment and Provincial approval of set fine is required</li><li>➤ Primarily residential areas; does not apply to parking meters</li></ul>

**RECOMMENDATION:** That the City Parking By-Law 01-218 be amended to increase the fine for time limit parking violations from \$12 to \$20

# Potential Revenue Generator <sup>Attachment II</sup>

Item	Additional Revenue Potential		Background
	Annual	2008	
Increase No Parking Fire Route violation fines from \$20 to \$50	\$30,000	\$15,000	<ul style="list-style-type: none"> <li>➤ There are 2 types of Fire Route parking regulations established by the Fire Dept; both of which are required for public safety;               <ul style="list-style-type: none"> <li>• No Stopping Fire Route violations are an absolute liability &amp; are tagged immediately</li> <li>• No Parking Fire Route violations allow loading &amp; unloading</li> </ul> </li> <li>➤ While both are safety issues they carry different fines:               <ul style="list-style-type: none"> <li>• No Stopping – Fire Route violations are \$50</li> <li>• No Parking – Fire Route violations are \$20</li> </ul> </li> <li>➤ There appears to be a high degree of abuse/disrespect for the No Parking – Fire Route. Therefore, the fine should be aligned with the No Stopping Fire Route but continue to allow a 10 minute grace period to differentiate</li> <li>➤ Benchmarking exercise shows that current fine is out of line with other Ontario municipalities;               <p style="text-align: center;"><b>Ontario average = \$77   Ontario median = \$77</b></p> </li> <li>➤ Parking By-Law amendment &amp; Provincial approval of set fine is required</li> </ul>

**RECOMMENDATION:** That the City Parking By-Law 01-218 be amended to increase the fine for “no Parking – Fire Route” violations from \$20 to \$50

# Potential Revenue Generator

Item	Additional Revenue Potential		Background
	Annual	2008	
Increase Heavy Vehicle violation parking fines from \$50 to \$75	\$20,000	\$10,000	<ul style="list-style-type: none"><li>➤ The fine for parking a heavy duty vehicle off of a truck route was raised from \$20 to \$50 in 2004</li><li>➤ Nonetheless, the number of Heavy Vehicle violations has increased by 6.5% since 2005</li><li>➤ Current fine level is not a sufficient deterrent</li><li>➤ Benchmarking exercise shows that it is out of line with other Ontario municipalities</li></ul> <p style="text-align: center;"><b>Ontario average = \$94   Ontario median = \$90</b></p> <ul style="list-style-type: none"><li>➤ Parking By-Law amendment &amp; Provincial approval of set fine required</li></ul>

**RECOMMENDATION:** That the City Parking By-Law 01-218 be amended to increase the fine for heavy duty vehicles being parked off of truck routes from \$20 to \$50

## ***Potential Revenue Generator cont'd***

The next two items deal with parking fees, but before discussing them it must be noted that there is currently a City-wide parking study underway.

Prior to municipal amalgamation in 2001, each of the area municipalities operated their own parking programs. While the Parking By-laws were harmonized within the first year of amalgamation, many operational aspects of the City's overall parking program continue to exist as they had prior to amalgamation.

As a result, a consultant was retained in the Fall of 2007 to review and make recommendations respecting parking fees and hours of operation. That study is nearing completion and is expected before the 2008 budget process is finalized.

# *Potential Revenue Generator* Attachment IV

Item	Additional Revenue Potential		Background														
	Annual	2008															
Increase on-street parking meter rate from \$0.50/hr (\$0.85/hr in Dundas) to \$1.00/hr	\$500,000	\$250,000	<p>➤ Ontario Benchmarking exercise: Average Hourly Rate for On Street Parking:</p> <table style="margin-left: 20px;"> <tr><td>Hamilton</td><td>\$0.61</td></tr> <tr><td>Greater Sudbury</td><td>\$1.00</td></tr> <tr><td>Thunder Bay</td><td>\$1.00</td></tr> <tr><td>Windsor</td><td>\$1.00</td></tr> <tr><td>London</td><td>\$1.25</td></tr> <tr><td>Toronto</td><td>\$1.46</td></tr> <tr><td>Ottawa</td><td>\$2.50</td></tr> </table> <p style="text-align: center;"><b>Ontario Median = \$1.00   Ontario Average = \$1.26</b></p> <p>➤ 2,540 parking meters across the City would need to be re-programmed or require new mechanisms so work would not be completed until 3<sup>rd</sup> quarter of 2008</p> <p>➤ Capital cost of purchasing approx. 200 meters in \$36,000</p> <p>➤ Part of the City-wide parking study, but the consultant advises that this aligns with her recommendations currently being formulated</p>	Hamilton	\$0.61	Greater Sudbury	\$1.00	Thunder Bay	\$1.00	Windsor	\$1.00	London	\$1.25	Toronto	\$1.46	Ottawa	\$2.50
Hamilton	\$0.61																
Greater Sudbury	\$1.00																
Thunder Bay	\$1.00																
Windsor	\$1.00																
London	\$1.25																
Toronto	\$1.46																
Ottawa	\$2.50																

**RECOMMENDATION:** That the City Parking By-Law 01-218 be amended to increase the on-street parking meter rates to \$1.00 per hour City-wide

# Potential Revenue Generator

Item	Additional Revenue Potential		Background
	Annual	2008	
Paid Parking in all commercial areas of the City	\$780,000	\$195,000	<ul style="list-style-type: none"> <li>➤ Parking is currently “free” in the municipal lots in Stoney Creek, Waterdown &amp; Ancaster, &amp; on-street parking is “free” on Locke St, Wilson St (Ancaster), King St (Stoney Creek) &amp; Dundas St (Waterdown)</li> <li>➤ As paid parking currently exists only in Hamilton &amp; Dundas these areas subsidize other parking facilities</li> <li>➤ Locations such as Locke St &amp; Stoney Creek have had discussions in recent years about going to paid parking to create a parking turnover for businesses</li> <li>➤ \$467,454 revenues could be generated in municipals lots – (2 in Stoney Creek, 1 in Ancaster &amp; 1 in Waterdown) &amp; \$312,655 from on street parking meters – on-street parking meters on Locke, Wilson (Ancaster), King (Stoney Creek) &amp; Dundas (Waterdown)</li> <li>➤ Assumes \$1.00/hr rate</li> <li>➤ There will be capital costs of approx. \$100,000 for new street parking meters &amp; approx. \$85,000 for pay &amp; display &amp; parking meters in the lots</li> <li>➤ Could be completed by 4<sup>th</sup> quarter of 2008</li> </ul>

**RECOMMENDATION:** That consideration be given to expanding paid parking into all commercial areas of the City

# Potential Revenue Generator - Increase Various Animal Control Fees

Attachment VI

Item	Additional Revenue Potential		Background
	Annual	2008	
Transportation Fees (Companion Animals)	\$7,400	\$4,920	<b>Recommend increase from \$40 to \$60.</b> Animal Control transports approximately 370 animals per year to veterinary clinics or the shelter. Current fees do not provide full cost recovery. Current fees do not encourage animal owners to arrange their own transportation.
Surrender by Owner (Healthy Animals)	\$9,400	\$6,260	<b>Recommend increase of \$10 for adoptable animals and \$20 for non-adoptable<sup>[1]</sup> animals.<sup>[2]</sup></b> Current rates do not encourage owners of non-adoptable animals to seek veterinary care or animal re-training opportunities.
Wildlife Euthanasia (Nuisance Wildlife only)	\$1,520	\$1,010	<b>Recommend increase from \$40 to \$80.</b> Current rates are not adequate to encourage property owners to remove nuisance animal attractants or assume responsibility for hiring private sector wildlife control experts. Injured wildlife, or wildlife posing a bona fide risk of harm will continue to be dealt with at no cost.
Boarding (Held in Trust) <sup>3</sup>	\$1,220	\$810	<b>Recommend increase from \$10 to \$20 for Cats and from \$15 to \$25 for Dogs.</b> Current rates do not encourage animal owners to make other boarding arrangements for animals held in trust. Current rates do not represent full cost recovery.

# *Potential Revenue Generator - Increase Various Animal Control Fees cont'd*

Item	Additional Revenue Potential		Background
	Annual	2008	
Animal Quarantine <sup>4</sup>	\$1,640	\$1,090	<b>Recommend increase from \$10 to \$20 for Cats and from \$15 to \$25 for Dogs.</b> Current rates do not represent full cost recovery.
Discontinuing Free Ride Home Policy	\$3,500	\$2,300	<b>Recommend increase from \$0 to \$30</b> Current policy does not encourage responsible pet ownership. 50% discount on Transportation fee is recommended to support animal license sales.
Administration Fee for Post Service Billing (To Be Billed)	\$2,000	\$1,300	<b>Recommend increase from \$0 to \$20.</b> Currently, no administration fee is levied for costs associated with after service billing (e.g. carrying and admin. costs). Current policy does not encourage timely payment of fees.
<b>Total</b>	<b>\$26,680</b>	<b>\$17,690</b>	

[1] Non-adoptable means an animal that is unhealthy or unsuitable for adoption due to temperament.

[2] Actual fees vary according to animal weight; recommended increase is a flat rate across the board.

[3] Animals are held in trust at the request of other City Departments (Fire, Police, etc.) due to extenuating circumstances where the owner is not available to take custody of the animal (e.g. incarceration, hospitalization, etc.)

[4] Animals are quarantined in cases of attack where there is a risk of rabies contagion.

*Issues for Discussion at Jan 22/08*  
*ED & P Committee*

**ENHANCEMENT – ANTI-IDLING ENFORCEMENT/SIGNAGE**

**Enforcement** – As outlined in report PED07070 “Regulation without the provision for enforcement increased the City’s risk exposure. Therefore, no by-law should be undertaken without providing the means to enforce it.”

The Building & Licensing Operational Review Sub-Committee is currently awaiting a consultant’s report on 2 fundamental strategic by-law enforcement principals – proactive vs. reactive & the specialist vs. the generalist approaches to by-law enforcement for all by-laws enforced by the Parking & By-Law Services Division.

**Signage** – Part of the Anti idling enhancement included large signs at the major entrances of the City, in all Municipal Car Parks, City owned Parks, Railway Crossings, BIAs & other areas through the City at an estimated cost of approx \$60,000, plus an annual maintenance cost of \$6,000.

Signage could be limited to City entrances only but there is an issue with sign proliferation & space requirements. Also, City entrances might not be the best strategic locations for such signage.

*Issues for Discussion at Jan 22/08*  
*ED & P Committee cont'd*

*Recommendations:*

- a) That the enhancement for an anti-idling enforcement officer be referred to the Building & Licensing Operational Review Sub-Committee (Feb 13<sup>th</sup> meeting) for a report back to the E&PD Committee before the end of the 2008 budget process.
- b) That anti-idling signage be referred back to staff for review & recommendation on strategic placement of signs.

*Issues for Discussion at Jan 22/08*  
*ED & P Committee cont'd*

**ADDITIONAL REVENUES FROM PLATE DENIAL**

Plate denial applies to delinquent fines only after a conviction has been registered by the Courts & where a motorist fails to remit the fine within the time frame specified. Once the time frame for payment of the fine has elapsed, the defendant's vehicle ownership registration information & Outstanding ticket information is sent to the Default Fine Control Centre, & the delinquent motorist is then unable to renew their vehicle license plate until such time as payment for the fines is made to the Ministry of Transportation Ontario, inclusive of a \$20.00 surcharge per ticket payable to the MTO.

- April 17, 2001 Council directed staff to apply to the Ministry of the Attorney General for the Parking Office to be authorized to process & collect parking fines which prior to amalgamation were managed by the Provincial Offences Office.
- June 2002 City staff notified the Ministry that due to what may have been an interpretation error on the part of the Ministry, the final phase of prosecutorial process, namely the application of plate denial on delinquent fines was never properly implemented by the Province.

## *ADDITIONAL REVENUES FROM PLATE DENIAL cont'd*

- April 2004, the Ministry revised its position respecting the implementation of the plate denial process in favour of Hamilton & provided City staff with the documentation necessary to commence the implementation procedure.
- City staff immediately completed & submitted the requisite documents to the Ministry, but was advised by the Ministry that the amending legislation required to implement the plate denial process would not be drafted until a certain, unspecified, number of other municipalities also submitted their applications.
- June 2005, City staff was advised by the Ministry that the file had been re-opened & that the Ministry would move forward to draft legislation.
- August 14, 2006, the amending legislation to authorize the City to send delinquent fines to plate denial came into force & effect, subject to the execution of the Agreement by the Mayor & the City Clerk.
- December 2007 the Agreement signed by the Ministry was forwarded to the City advising that plate denial status for the City of Hamilton was approved effective January 2007. The City staff appealed this retroactive date to the Ministry.

## *ADDITIONAL REVENUES FROM PLATE DENIAL cont'd*

- January 10, 2007 verbal correction was made by the Province to City staff that the retroactive date is October 2002 for the submitting of the delinquent parking fines to the Default Fine Control Centre for Collection.
- Pending written confirmation of the correction, City staff in the Parking office will commence sending delinquent fines dating back to October 2002 to the Default fine Control Centre for collection.
- Outstanding revenue to be collected by the City of Hamilton is estimated at \$5 million.
- Once the backlog of outstanding plate denial status tickets is collected, & a monthly trend on plate denial revenues can be determined, staff will report back to Committee.

**Recommendation:** That the amount fines revenues collected through plate denial in the current budget be adjusted upwards by \$100,000 to \$250,000 for 2008; & that City Council send a letter to the Ministry of the Attorney General to confirm staff's understanding of the verbal assurances provided by Ministry staff with respect to plate denial processing timelines.

*Issues for Discussion at Jan 22/08*  
*ED & P Committee cont'd*

***SIGN BY-LAW ENFORCEMENT/FINES***

The Sign By-law was passed Aug 9, 2006 & came into force & effect February 1, 2007. Staff was directed “to report back by June 2008 regarding the application of the new Sign By-law including any recommendations for changes as may be applicable at that time.”

In accordance with Council’s directive, enforcement of the Sign By-law was to commence only subsequent to an educational program to allow a reasonable opportunity for small businesses to achieve compliance. This consisted primarily of pamphlet distribution & discussions with small business owners.

At present, enforcement policies & procedures are still under development; the locations for poles & kiosks have yet to be determined; & a maintenance program with input from stakeholders & a public awareness & education program has not been realized.

## *Sign By-Law Enforcement/Fines cont'd*

The City's application for the establishment of "Set Fines" by Judicial Order was submitted in May of 2007. The request was for the approval of set fines of \$105, \$205 or \$305 for the 619 violations in the by-law. The Crown Counsel for the Ministry of the Attorney General, however, has requested that the submission for the subject Order be amended whereupon said application will be forwarded to the Regional Senior Justice.

Enforcement to-date has consisted of issuing "orders" to remove & if necessary removal by the City.

**Recommendation:** That staff continue to refine enforcement procedures and any changes to the fine levels associated with the Sign By-law be dealt with as part of the comprehensive staff report due by June 2008.