



Town of Newmarket  
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## **2022 Building Permit Fees and Charges Staff Report to Council**

Report Number: 2021-91

Department(s): Financial Services

Author(s): Anita Gibson, Sr. Financial Analyst

Meeting Date: December 6, 2021

### **Recommendations**

1. That the report entitled 2022 Building Permit Fees dated December 6, 2021 be received; and,
2. That the Appendix A - 2022 Building Permit Fees be approved; and,
3. That the rates come into full force and effect on January 1, 2022; and,
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

### **Executive Summary**

See below.

### **Purpose**

The purpose of this report is to propose adjustments to the Building Permit Fees in 2022.

### **Background**

Based on the Servicing Pricing Policy, Building Code Act fees are categorized as a Private Good establishing a cost recovery target level of 100% to recover the full cost of providing the services by the municipality. The services are provided for the benefit of specific interested users.

In 2016, By-law 2015-58 was enacted to establish the collection of Building Permit fees. This fee schedule has remained unchanged until 2020 in which Bylaw 2020-04 was enacted.

The 2022 Budget target increase was set at 1.5% – Presented to CoW May 3, 2021 – [Report 2021-32](#). The increase represents the annual increase in the Toronto Consumer Price Index (CPI) at the beginning of the budget process.

## **Discussion**

All Building Permit fees are suggested to increase between 2.1% and 4% to compensate for the draws from reserves that has increased significantly the past few years.

Building permit fees were reviewed by BMA Consulting in 2016 and an update review is planned in 2022.

## **Conclusion**

The report will be posted on the Town's website with all changes effective January 1, 2022

## **Business Plan and Strategic Plan Linkages**

The adoption of the 2022 Fees and Charges are in alignment with Council's strategic priority of long-term financial sustainability.

## **Consultation**

Consultation has taken place with Building Services staff.

Advertisement on the Town of Newmarket's website will be provided in accordance with the Town's Procedure By-law and distribution of the Committee of the Whole agendas.

The Principal Authority is obligated to give notice for a change in Building Division fees if a written request has come to the Council of a Municipality asking for such notice.

## **Human Resource Considerations**

Not applicable to this report.

## **Budget Impact**

Building Code Act Fee adjustments are limited to cost recovery and have no impact on the tax base.

## **Attachments**

Appendix A - 2022 Building Permit Fees

## **Approval**

Mike Mayes, CPA, CGA, DPA  
Director, Financial Services/Treasurer

Andrew Jurrius, CET, CBCO  
Chief Building Official

Esther Armchuk, LL.B  
Commissioner, Corporate Services

## **Contact**

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