

## Committee of the Whole (2) Report

---

**DATE:** Tuesday, April 16, 2024

**WARD(S):** ALL

**TITLE:** BUILDING PERMIT FEES ANNUAL FINANCIAL REPORT 2023

**FROM:**

Haiqing Xu, Deputy City Manager, Planning and Growth Management

**ACTION:** FOR INFORMATION

---

**Purpose**

To provide Council with the Building Permit Fees Annual Financial Report for 2023, as required by the Building Code.

**Report Highlights**

- Building permit revenues collected in 2023 were \$10,419,404.
- Direct and Indirect costs in 2023 were \$14,046,567.

**Recommendations**

1. THAT the Building Permit Fees Annual Financial Report for 2023 be received for information.

**Background**

The Building Code requires that a financial report be prepared annually to provide information on the following matters:

- i. Total Fees Collected (12-month period);
- ii. Direct Costs of delivering services (Review of permit applications and inspections of buildings);
- iii. Indirect Costs of delivering services (Support and Overhead Costs); and
- iv. The account balance for the Building Standards Service Continuity Reserve as established by Council.

To comply with the Building Code, the Building Permit Fees Annual Financial Report has been prepared for 2023 and is based on unaudited information.

### **Previous Reports/Authority**

None.

### **Analysis and Options**

This report has been prepared in coordination with Financial Planning and Development Finance Department staff. It is based on Council's previous approvals respecting the Watson & Associates Economists Ltd. Activity Based Costing Methodology for User Fees Report, and the establishment of the Building Standards Service Continuity Reserve.

The Building Standards Service Continuity Reserve was established to stabilize fluctuations in permit revenues resulting from changes or variations in construction activity. The stabilization of permit revenues allows the Building Standards Department (BSD) to meet its legislated requirements; thereby ensuring continuity of service delivery without impacting the general tax base.

To develop a sustainable financial model for the BSD, a comprehensive building permit fee study was carried out by Watson & Associates Economists Ltd. in 2017/2018 to ensure fees achieve full cost recovery of direct and indirect costs associated with the delivery of services in the BSD (building permits and inspection services). The study also benchmarked Vaughan's building permit fees with other comparable GTA municipalities to maintain market competitiveness.

In 2022 the City retained Watson & Associates Economists Ltd. to undertake a comprehensive review of the full costs of Development Planning, Development Engineering and Building Standards functions and to make fee structure recommendations to provide for reasonable full cost for the services. This study was completed in 2023 and presented to the April 18, 2023, Committee of the Whole (2) for consideration, and latter approved without amendment at the Council meeting of April 25, 2023. The Building Standards Department will monitor the effectiveness of the new cost model resulting from this study and will work with our partners in Development Finance if further changes are necessary in the future.

### **Financial Impact**

The Building Permit Fees Annual Financial Report shows a total revenue of \$10,419,404 for building permit fees collected in 2023 and a combined total of direct and indirect costs of \$14,046,567. An amount of \$3,627,163 was withdrawn from the Building Standards Service Continuity Reserve to cover the deficit. The 2023 closing balance in the Building Standards Service Continuity Reserve is \$25,535,358.

## **Operational Impact**

None.

## **Broader Regional Impacts/Considerations**

None.

## **Conclusion**

As required by legislation, this report provides the total fees collected by the BSD in 2023, total costs of delivering its service, and balance of the Building Standards Service Continuity Reserve.

**For more information**, please contact: Ben Pucci, Director of Building Standards, ext. 8872.

## **Attachment**

1. 2023 Building Permit Fees Annual Financial Report.

## **Prepared by**

Ben Pucci, Director of Building Standards, ext. 8872

## **Approved by**



Haiqing Xu, Deputy City Manager,  
Planning and Growth Management

## **Reviewed by**



Nick Spensieri, City Manager