

RE: 1988 BUSINESS LICENCE FEES

MUNICIPAL MANAGER'S RECOMMENDATION:

1. THAT the recommendation of the Director Finance be adopted.

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TO: MUNICIPAL MANAGER  
 FROM: DIRECTOR FINANCE  
 RE: 1988 BUSINESS LICENCE FEES

1987 November 18  
 File: L34

RECOMMENDATION

1. THAT the following by-laws be amended to provide for the fees outlined in the attached Schedules 1 to 5, effective 1988 January 01:
  - a) Burnaby Trades Licence By-law No. 3089
  - b) Burnaby Cab & Commercial Vehicle By-law No.3102
  - c) Burnaby Cabaret Regulation By-law No. 1481
  - d) Burnaby Club Regulation By-law No. 3065
  - e) Burnaby Automatic Vending Machine By-law No. 1914

SUMMARY

This is the annual business licence fee report. A 3% average increase for all categories is proposed for 1988, with a minimum increase of \$1.00 on licence fees. The minimum increases do not apply to vending machines and apartment licences, which are calculated on an individual unit basis. The proposed fees would increase business licence revenue by an estimated \$35,000 in 1988. The increase has been included in the 1988 Provisional Operating Budget.

REPORT

1. FEES

Licence fees are reviewed and adjusted annually to reflect changes in the community, in inspectional requirements, and to ensure that all administrative and inspectional costs are recovered. These costs include inspectional and clerical staff salaries, supplies, transportation and administrative overhead of the various municipal departments involved in processing licences. The current (1987) basic resident licence fees are \$230 for a first (new) licence and \$115 for a renewal.

The basic first licence includes the cost of an on-site inspection to determine whether operators of businesses are in compliance with applicable by-laws and statutory requirements. The fee difference between a first licence and a renewal licence represents the costs incurred in processing a first licence which are not incurred in issuing a renewal licence. Businesses requiring more than the basic inspections (e.g. restaurants, arcades and chemical processing) have been categorized in the by-law and their fees reflect the additional costs. In categories where inspectional requirements are less (e.g. non-resident contractors and peddlers) a lower fee has been established. The current (1987) fee for non-resident businesses is \$115 for a first licence and \$62 for a renewal.

2. PROPOSED 1987 FEES

The proposed 1987 fees outlined in the attached Schedules 1 to 5 have been increased by an average 3%, with a minimum increase of \$1.00. Licence fees have been rounded to the nearest \$1.00. This is compared to an average 3% increase in 1987. The proposed 1988 basic licence fees compared to 1987 are:

	Current 1987	Proposed 1988
	\$	\$
Resident business:		
First licence	230.00	237.00
Renewal licence	115.00	118.00
Non-resident business:		
First licence	115.00	118.00
Renewal licence	62.00	62.00

The minimum increases do not apply to vending machines and apartment licences, which are calculated on an individual unit basis. Vending machines would increase by a minimum \$.25 and a maximum \$1.50 per machine. Apartment licences would increase by \$.25 per room, resulting in a \$1.00 increase on a four-room suite.

While it is proposed that 1988 licence fees increase an average of 3%, there are a few categories in which no increase is proposed. These include primarily renewal fees for non-resident contractors, home occupations, peddlers, mobile photographers, and other categories with lower fees. These categories have experienced larger percentage fee increases over the past several years due to the minimum increase each year being \$5.00 and the rounding being to the nearest \$5.00. This adjustment, valued at about \$6,500, will affect approximately 2,000 or 25% of the 1988 licence renewals. The proposed fees, including the adjustment, would increase business licence revenue by an estimated \$35,000 in 1988. This revenue is included in the 1988 Provisional Operating Budget.

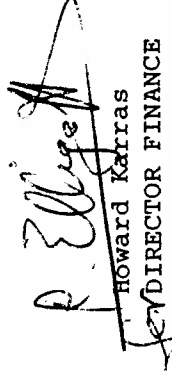
The present system of licencing businesses in Burnaby was introduced in 1980. Licence fees have been adjusted annually. While we believe the system continues to be equitable for licensees because it is structured to recover only inspectional and administrative costs incurred by Burnaby, we feel it is time to review the licence classifications and the fee structures which have remained unchanged since 1980. We will be doing this review during 1988 and will report our conclusions to Council as part of our annual licence fee report in 1988 November. The review will include consideration of pro-rating fees for new business licences.

It is recommended that the following by-laws be amended to provide for the fees outlined in the attached Schedules 1 to 5, effective 1988 January 01:

- a) Burnaby Trades Licence By-law No. 3089
- b) Burnaby Cab & Commercial Vehicle By-law No. 3102
- c) Burnaby Cabaret Regulation By-law 1481
- d) Burnaby Club Regulation By-law No. 3065
- e) Burnaby Automatic Vending Machine By-law 1914

RE:gw  
Attach.

cc: Municipal Solicitor

  
 HOWARD KARRAS  
 DIRECTOR FINANCE

ITEM 2  
 MANAGER'S REPORT NO. 73  
 COUNCIL MEETING 87/11/23

SCHEDULE 1

TRADES LICENCE BY-LAW NO. 3089

Classification	First (New) Licence		Renewal Licence	
	Existing 1987	Proposed 1988	Existing 1987	Proposed 1988
	\$	\$	\$	\$
Advertising Agency	230.00	237.00	115.00	118.00
Advertising Distributor	115.00	118.00	62.00	62.00
Agent	115.00	118.00	62.00	62.00
Apartment (Licences calculated per room)	7.00	7.25	7.00	7.25
Arcade	495.00	510.00	265.00	273.00
Auction House	230.00	237.00	115.00	118.00
Auctioneer	115.00	118.00	62.00	62.00
Auto Court (Licences calculated per room)	7.00	7.25	7.00	7.25
Auto Towing Yard	230.00	237.00	115.00	118.00
Book Agent - Office	230.00	237.00	115.00	118.00
Book Agent	115.00	118.00	62.00	62.00
Bowling Alley	495.00	510.00	235.00	242.00
Canvasser	115.00	118.00	62.00	62.00
Contractor - Yard, Shop, Office	230.00	237.00	115.00	118.00
Contractor	115.00	118.00	62.00	62.00
Curling Rink or Ice Rink	495.00	510.00	235.00	242.00
Discotheque	675.00	695.00	375.00	386.00
Home Occupation	62.00	62.00	52.00	52.00
Hotel (Class "A" Liquor Outlet)	750.00	773.00	460.00	474.00
Hotel Rooms (Licences calculated per room)	7.00	7.25	7.00	7.25
Junk Dealer	535.00	551.00	235.00	242.00
Manufacturer - General				
1 to 50 persons	305.00	314.00	115.00	118.00
51 to 150 persons	445.00	458.00	195.00	200.00
151 persons and over	495.00	510.00	235.00	242.00
Manufacturer - Processing Chemicals or Flammables				
1 to 50 persons	700.00	721.00	460.00	474.00
51 to 150 persons	960.00	989.00	705.00	726.00
151 persons and over	1,130.00	1,164.00	800.00	824.00

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SCHEDULE 1 (cont'd)

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Classification	First (New) Licence		Renewal Licence	
	Existing 1987	Proposed 1988	Existing 1987	Proposed 1988
	\$	\$	\$	\$
Manufacturer - Processing Food				
1 to 50 persons	445.00	458.00	235.00	242.00
51 to 150 persons	535.00	551.00	280.00	288.00
151 persons and over	675.00	695.00	320.00	330.00
Neighbourhood Pub	745.00	767.00	375.00	386.00
Oil Refinery	1,560.00	1,607.00	1,040.00	1,071.00
Oil Storage and Distribution	1,560.00	1,607.00	1,040.00	1,071.00
Peddler - Food	230.00	237.00	115.00	118.00
Peddler - General	115.00	118.00	62.00	62.00
Personal Care Facility (Adult Nursing Home)	495.00	510.00	235.00	242.00
Photographer - Mobile	115.00	118.00	62.00	62.00
Photographic Studio	230.00	237.00	115.00	118.00
Pool Hall	495.00	510.00	235.00	242.00
Private Hospital	700.00	721.00	320.00	330.00
Private Patrol and Guard Service - Office	230.00	237.00	115.00	118.00
Private Patrol and Guard Service	115.00	118.00	62.00	62.00
Private School	400.00	412.00	155.00	160.00
Public Hall	400.00	412.00	200.00	206.00
Radio and T.V. Repair - Shop	230.00	237.00	115.00	118.00
Radio and T.V. Repair - Mobile	115.00	118.00	62.00	62.00
Restaurant				
40 seats or take-out	275.00	283.00	130.00	134.00
41 seats to 150 seats	390.00	402.00	235.00	242.00
151 seats and over	565.00	582.00	375.00	386.00
Retail Trader - General				
1 to 10 persons	230.00	237.00	115.00	118.00
11 to 50 persons	495.00	510.00	195.00	201.00
51 persons and over	810.00	834.00	810.00	834.00
Retail Trader - Food				
1 to 10 persons	275.00	283.00	155.00	160.00
11 to 50 persons	535.00	551.00	320.00	330.00
51 persons and over	810.00	834.00	810.00	834.00
Scavenger	115.00	118.00	62.00	62.00
Sign Painter	115.00	118.00	62.00	62.00
Telephone Communications Facility				
1 to 50 persons	365.00	376.00	115.00	118.00
51 to 150 persons	535.00	551.00	280.00	288.00
151 persons and over	795.00	819.00	460.00	474.00

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SCHEDULE 1 (cont'd)

Classification	First (New) Licence		Renewal Licence	
	Existing 1987	Proposed 1988	Existing 1987	Proposed 1988
	\$	\$	\$	\$
Theatre - Indoor	535.00	551.00	280.00	288.00
Towing Service	115.00	118.00	62.00	62.00
Trailer Camp or Court	440.00	453.00	235.00	242.00
Warehouse - General				
1 to 50 persons	305.00	314.00	115.00	118.00
51 to 150 persons	400.00	412.00	195.00	201.00
151 persons and over	440.00	453.00	235.00	242.00
Warehouse - Chemicals or Flammables				
1 to 50 persons	495.00	510.00	280.00	288.00
51 to 150 persons	675.00	695.00	410.00	422.00
151 persons and over	825.00	850.00	580.00	597.00
Wholesaler - General				
1 to 50 persons	305.00	314.00	115.00	118.00
51 to 150 persons	400.00	412.00	195.00	201.00
151 persons and over	440.00	453.00	235.00	242.00
Wholesaler - Food, Chemicals or Flammables				
1 to 50 persons	495.00	510.00	280.00	288.00
51 to 150 persons	675.00	695.00	410.00	422.00
151 persons and over	960.00	989.00	610.00	628.00
Christmas Tree Permit	52.00	54.00	N/A	
Carnival or Circus				
First day (whichever greater)	275.00	283.00	N/A	
Second and following days	98.00	101	N/A	
All businesses not hereinbefore classified shall pay the following fees	230.00	237.00	115.00	118.00

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CAB & COMMERCIAL VEHICLE BY-LAW NO. 3102

<u>Classification</u>	<u>First (New) Licence</u>		<u>Renewal Licence</u>	
	<u>Existing 1987</u>	<u>Proposed 1988</u>	<u>Existing 1987</u>	<u>Proposed 1988</u>
	\$	\$	\$	\$
1. For each Class "A" Taxi Cab	175.00	175.00	175.00	175.00
2. For each Cab Premises	230.00	237.00	115.00	118.00
3. For operating each of the following business:				
a) Class "C" Funeral Cab	230.00	237.00	115.00	118.00
b) Class "D" School Cab	230.00	237.00	115.00	118.00
c) Class "E" Charter Cab	230.00	237.00	115.00	118.00
d) Class "F" Self-Drive Cab	230.00	237.00	115.00	118.00
e) Driving Instruction Cab	230.00	237.00	115.00	118.00
f) Vehicles for hire not hereinafore enumerated	230.00	237.00	115.00	118.00
g) Taxi Service Broker	230.00	237.00	115.00	118.00

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SCHEDULE 3

CABARET REGULATION BY-LAW NO. 1481

<u>Classification</u>	<u>First (New) Licence</u>		<u>Renewal Licence</u>	
	<u>Existing 1987</u>	<u>Proposed 1988</u>	<u>Existing 1987</u>	<u>Proposed 1988</u>
Cabaret	575.00	592.00	320.00	330.00
	\$	\$	\$	\$

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SCHEDULE 4

CLUB REGULATION BY-LAW NO. 3065

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<u>Classification</u>	<u>First (New) Licence</u>		<u>Renewal Licence</u>	
	<u>Existing</u> 1987	<u>Proposed</u> 1988	<u>Existing</u> 1987	<u>Proposed</u> 1988
Club	\$ 495.00	\$ 510.00	\$ 280.00	\$ 288.00
Club Manager	140.00	144.00	88.00	88.00



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AUTOMATIC VENDING MACHINE BY-LAW 1914

	Existing 1987 \$	Proposed 1988 \$
a) For a newspaper vending machine	23.75	24.50
b) For a coin-operated washer, dryer or dry cleaning machine located in residential premises containing more than 2 dwelling units	12.25	13.00
c) For a machine that sells goods or services for 25 cents or less for more than 25 cents and less than 76 cents for more than 75 cents	7.25 23.75 28.75	7.50 24.50 29.50
d) For an amusement or recreation vending machine	52.00	53.50
e) For any machine offering goods or services using a credit card	51.50	53.00

