

ITEM 1
MANAGER'S REPORT NO. 74
COUNCIL MEETING 89/11/14

RE: BUSINESS LICENCING REVIEW

MUNICIPAL MANAGER'S RECOMMENDATION:

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

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TO: MUNICIPAL MANAGER 1989 November 08
FROM: DIRECTOR FINANCE File: L34
SUBJECT: BUSINESS LICENCING REVIEW

PURPOSE: To present the review of business licencing, and to obtain Council's approval of 1990 business licence fees.

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RECOMMENDATION

1. THAT Council adopt recommendations 1 to 12 contained in this report.

SUMMARY

This report proposes to:

- adjust business licence fees to better recover municipal inspectional, administrative and regulatory costs
- update the business bylaw to better serve the needs of the business community

The proposed fees would:

- bring Burnaby's licence fees for new licences in line with the average for other municipalities. Burnaby licence fees for new businesses are currently lower than most.
- continue to provide substantially reduced renewal fees for businesses in their second and subsequent years of operation. Burnaby's renewal fees are, and will continue to be, among the lowest in the region.
- result in no fee increase in 1990 for over 70% of Burnaby's existing businesses.

Burnaby is the only community in the region with a licence fee structure that differentiates between a new business application and a renewal licence. A comparison of fees with other communities is shown on Schedule F attached.

The updates to the bylaw include introducing improvements such as pro-rating for first year licence fees, adjusting the mobile licence requirement, and creating a flat transfer fee for changes of ownership. These changes are proposed in response to concerns raised by the business community.

This review was completed in consultation with the Fire, Health, Planning and Building Inspection Departments and the R.C.M.P.

REPORT

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INTRODUCTION

The Finance Department has completed a review of business licencing in Burnaby. This report presents the results of the review, and proposes amendments for 1990. There are three parts to the report:

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- . Part I presents an introduction to business licencing in Burnaby. It defines the purpose and structure of licencing, and outlines the approach used to establish existing business licence fees.
- . Part II describes the review and summarizes the major conclusions. This part includes an analysis of business licence fees, and proposes changes to existing fees.
- . Part III examines a number of licencing issues related to licence fees, categories, and definitions.

PART I: BACKGROUND TO BUSINESS LICENCING IN BURNABY

The Municipal Act empowers Council to licence and regulate businesses operating in the municipality. A business is defined as the carrying on of commercial or industrial activity of any kind, or the provision of personal or other services for the purpose of gain or profit.

Council has delegated to the Tax & Licence Director the power to grant a licence where the applicant has complied with the bylaws of the municipality regulating building, zoning, health, sanitation and business.

To ensure that businesses are in compliance with municipal regulations, licence applications are first checked for zoning by the Licence Office, and then are referred to the Fire, Health, and Planning and Building Inspection Departments for review. Where necessary, these departments inspect the business premises to determine compliance with municipal regulations. Once referrals are approved by each department, the Licence Office conducts a final review and issues the licence.

On an ongoing basis, routine inspections of business premises are conducted by the Fire and Health Departments. The Fire Department conducts annual inspections of all business establishments. The Health Department conducts routine inspections of businesses that are subject to health regulations.

The Licence Office ensures that compliance with municipal regulations is maintained by:

- . investigating complaints concerning business practices and mis-use of property
- . consulting with Municipal, Provincial and Federal departments concerning business regulations
- . controlling businesses which tend to create nuisances
- . maintaining a record of persons engaged in business
- . providing information on licenced businesses to the public

Businesses in Burnaby are licenced under the following bylaws:

- . Burnaby Trades Licence Bylaw No. 3089
- . Burnaby Cab & Commercial Vehicle Bylaw No. 3102
- . Burnaby Cabaret Regulation Bylaw No. 1481
- . Burnaby Club Regulation Bylaw No. 3065
- . Burnaby Automatic Vending Machine Bylaw No. 1914

Council in 1978 adopted a cost recovery approach to business licence fees. Fees were established to recover inspectional, administrative and regulatory costs. Prior to 1978, Burnaby had a combination of business tax and business licencing. In 1978, the Provincial Government introduced a new system of property assessment. The new system resulted in commercial

and industrial property assessments that were higher than those for residential property. As a result, Council determined that businesses should not pay a business tax when their properties were assessed at a higher rate for tax purposes, and established cost recovery licence fees.

A basic licence fee was established to represent the average licencing costs for the typical business operating in Burnaby. Businesses that have a higher or lower draw on municipal resources were defined in the bylaw and assigned correspondingly higher or lower licence fees.

Municipal costs to licence a new business are greater than renewal licencing costs. This is due to inspectional and administrative costs that are non-recurring in the second and following years. To ensure cost recovery, larger fees for businesses starting up (new licence fees) and smaller fees for businesses continuing operation in the same location (renewal licence fees) were established.

Since the cost recovery licencing system was first introduced, minor changes have been made, and licence fees have been adjusted annually to partially account for inflation.

There are approximately 8,000 businesses currently licenced in Burnaby. About 60% of these businesses operate from commercial or industrial premises. The remaining 40% operate from residential premises, or are mobile businesses that provide products or services "at large" throughout the community. The Licence Office receives between 1,500 to 2,000 new licence applications per year. Between 1,500 to 1,800 businesses go out of business each year in Burnaby.

PART II: BUSINESS LICENCE REVIEW

A) Overview and Conclusions

The purpose of the review was to examine Burnaby's existing approach to business licencing. As part of the review:

- Comments were collected from the business community through a notice sent to each Burnaby business, and an advertisement placed in the Chamber of Commerce publication "Burnaby Business". The comments received from the business community focused on licence fees. Many operators felt that licence fees should be pro-rated, and that the fees should be reduced.
- Business licencing in other Canadian communities was examined. The approach to municipal business licencing varies extensively between provinces. In many provinces, local government may only licence specific types of business. In British Columbia, municipalities generally licence all businesses. Most municipalities use business licence fees to recover the cost of providing regulatory services to the business community.
- Licence fees for other communities in the G.V.R.D. were surveyed. Most G.V.R.D. communities establish licence fees based on the size of the business using number of employees, area, number of seats, etc. Fees vary between municipalities, making direct comparisons difficult. Schedule F attached shows the licence fees charged in other communities for specific businesses. In comparison with other municipalities, Burnaby's fees are among the lowest in the region.
- Alternate approaches to calculating licence fees were examined, including calculating licence fees based on the size of business, type of business, business tax, and cost recovery. Through our examination we found that a cost recovery approach remains valid, and ensures that municipal costs are recovered, each business contributes its share, and administrative costs are minimized.

- . Each municipal department estimated costs associated with the licencing process. These costs were used to calculate 1990 cost recovery fees. A comparison of existing fees with current costs showed that the existing first year licence fees do not recover costs, and renewal fees generally do recover costs.

This review has reached three basic conclusions:

- . The approach to business licencing adopted in 1978 remains valid.
- . Fees for new businesses (first year licence fees), do not recover municipal costs, while renewal fees for subsequent years of operation do recover costs.
- . There is a need to update the business licence bylaws in response to the needs of the business community.

This report proposes to:

- . adjust business licence fees to recover costs
- . create additional licence categories
- . consolidate some business licence categories
- . update the definitions contained in the bylaw
- . adjust the mobile licence requirement
- . introduce pro-rating of business licence fees
- . introduce a flat transfer fee for change of ownership
- . clarify fees for change of location
- . change the name of the Trades Licence Bylaw

B) Analysis of Business Licence Fees

As part of this review, each municipal department estimated their insptional, administrative and regulatory costs associated with the licencing process. These costs are included in the proposed 1990 licence fees along with an adjustment of 5% for inflation.

Burnaby is the only community in the region with a licence fee structure that differentiates between a new business application and a renewal licence. New applications require considerably more inspection and processing than renewal licences. To ensure cost recovery, larger fees for businesses starting up (new licence fees) and smaller fees for businesses continuing operation in the same location (renewal licence fees) were established.

Our analysis showed that the first year licence fees currently do not recover municipal costs, and renewal fees generally do recover costs.

As a result, it is proposed that:

- . the first year licence fees be increased to reflect municipal costs. The basic first year licence fee would increase from \$246 to \$360 for 1990. This is a \$114 or 46% increase. This increase would apply only to new business licence applications, and would not affect businesses currently licenced in Burnaby.
- . renewal licence fees be maintained for 1990 where costs are being recovered. This would result in the basic renewal fee remaining at \$123 for 1990, and would continue to provide for substantially reduced fees for Burnaby businesses in the second and subsequent years of operation. Where costs for renewal licences are not being recovered, we are proposing a phased approach. These renewal licence fees will be increased to recover costs over the next three years.
- . a general inflationary increase of 5.0% be applied to licence fees calculated on a per room or per unit basis. This increase would apply to hotel, motel, and apartment rooms, and vending machines.

The proposed 1990 fee adjustments would result in 71.5% of Burnaby's existing businesses receiving no increase or a decrease in licence fees, 9% receiving an increase of 1-5% to account for inflation, and 19.5% receiving increases greater than 5%.

The largest increases in renewal fees would be experienced by businesses identified in this review as having a higher draw on municipal resources. Most of the increased costs relate to businesses which have increased environmental and/or social impacts on the community, and which require additional inspections and monitoring to ensure public health and safety. These include: Arcade, Auto Body Repair and Painting, Hotel - Class A Liquor Establishment, Neighbourhood Pub - Class D Liquor Establishment, Beer and Wine Store - Class C Liquor Establishment, Adult Nursing Home, Pool Hall, Restaurant - 40 seat or take-out, Cabaret, Club, Incinerator, Oil Refinery and Oil Distribution/Storage.

Schedules A to E attached contain the proposed 1990 licence fees.

The proposed fees would increase business licence revenue by an estimated \$200,000 in 1990. This revenue will be included in the 1990 Provisional Operating Budget.

C. Comparison with Other G.V.R.D. Municipalities

A survey of 1989 business licence fees in G.V.R.D. municipalities was conducted. Schedule F attached compares some of Burnaby's licence fees with those of surrounding municipalities. In comparison with other municipalities, Burnaby currently has lower new and renewal licence fees. The fees proposed in this report would bring new licence fees in line with the average of G.V.R.D. communities, and ensure that municipal costs are recovered. Burnaby's renewal licence fees would continue to be among the lowest in the region.

Arising from Part II,

1. It is recommended that the following bylaws be amended to provide for the business licence fees contained in the attached Schedules A to E, effective 1990 January 01:

- Burnaby Trades Licence Bylaw No. 3089
- Burnaby Cab & Commercial Vehicle Bylaw No. 3102
- Burnaby Cabaret Regulation Bylaw No. 1481
- Burnaby Club Regulation Bylaw No. 3065
- Burnaby Automatic Vending Machine Bylaw No. 1914

PART III: BUSINESS LICENCING ISSUES

A) Creation of Additional Licence Categories

We are proposing the creation of the following additional licence categories to establish fees that reflect municipal costs which are higher or lower than the basic licence fee:

- Auto Body Repair/Painting
- Cart
- Exercise Studio/Gym
- Incinerator
- Dry Cleaning/Laundry Plant
- Liquor Establishment Class "G" Beer and Wine Store
- Personal Care Facility (child care)
- Personal Service Establishment (barber, beauty parlour, tattoo parlour, etc.)
- Service Station



These businesses are currently charged the basic licence fee of \$246 in the first year, and \$123 renewal fee. Beer and wine stores are licenced as Retail Trader - Food at the new and renewal fees of \$294 and \$166 respectively. The creation of these licence categories will result in cost recovery fees for these businesses.

In addition, regulations for cart businesses are being developed, and will be included when bylaw amendments are brought forward for Council's consideration.

The proposed fees for the additional categories are contained in Schedule A attached.

2. It is recommended that Trades Licence Bylaw No. 3089 be amended to provide for the additional licence categories and fees as included in Schedule A attached.

B) Consolidation of Business Licence Categories

The current Trades Licence Bylaw classifies a number of mobile businesses. These are businesses that provide a product or service throughout the municipality. Mobile businesses classified in the bylaw include:

- . Advertising Distributor
- . Auctioneer
- . Book Agent
- . Canvasser
- . Patrol and Guard Service
- . Photographer - Mobile
- . Radio and T.V. Repair - Mobile
- . Scavenger
- . Sign Painter - Mobile
- . Towing Service

We are proposing to licence these businesses under a new classification of "Mobile Business". The licencing costs are similar for these businesses, and we propose to licence them under the same category to simplify the licencing bylaw. Excluded from the "Mobile Business" category would be those businesses which handle food and result in higher costs for the municipality.

We are also proposing to remove the following licence categories from the Trades Licence Bylaw. These businesses have inspectional, administrative and regulatory costs equal to the basic licence fee. Under the proposed schedule of fees for 1990 they would be licenced at the basic licence fee:

- . Advertising Agency
- . Auction House
- . Auto Towing Yard
- . Book Agent - Office
- . Patrol and Guard Service - Office
- . Radio and T.V. Repair - Shop

We are also proposing to consolidate the categories of Apartment, Auto Court, and Hotel Rooms under the classification of "Multiple Unit Accommodation". These types of businesses are similar for licencing purposes, and under the existing and proposed fee schedule are licenced at the same per room fee.

In addition, we propose to update the Trades Licence Bylaw by defining new categories and terms, modifying existing definitions and removing unnecessary definitions as outlined in Schedule G attached.

It is recommended:

3. That the licence categories outlined above be consolidated under the new classifications of "Mobile Business" and "Multiple Unit Accommodation" at the appropriate fees as included in Schedule A attached.
4. That the licence categories outlined above be removed from Trades Licence Bylaw No. 3089.
5. That the business licence categories and terms listed in Schedule G attached be defined in Trades Licence Bylaw No. 3089.

C) Mobile Licence Requirements

Under the existing Trades Licence Bylaw, a Burnaby business that operates from licenced commercial or industrial premises, and has a mobile aspect to their business, is required to hold two licences - one for the commercial/industrial location and one for the mobile aspect of the business. We are proposing to remove the requirement for two licences.

The licence for the commercial or industrial location would entitle Burnaby businesses to operate a mobile aspect of the same business. For example, a "Contractor - Office, Shop, Yard" licence for a Burnaby based business would allow the business to provide contracting services at large in the municipality.

All mobile businesses not operating from licenced commercial or industrial premises in the municipality would be licenced under the "Mobile Business" category identified in Part III (B) of this report.

This would reduce the annual licence fees for a Burnaby based business providing mobile services by \$62 from \$185 to \$123.

6. It is recommended that Trades Licence Bylaw No. 3089 be amended to provide for the licencing of Burnaby based businesses as outlined above.

D) Pro-rating of Licence Fees

Currently, business licences in Burnaby are not pro-rated if purchased part way through the year, with the exception of licences issued under the Cab and Commercial Vehicle Bylaw which are pro-rated by 50% after July 31.

In order to be consistent with the cost recovery approach we propose to pro-rate licence fees by 25% after July 31 for all businesses, including those businesses licenced under the Cab and Commercial Vehicle Bylaw. The 25% figure represents municipal costs that are variable and can be pro-rated while still maintaining our cost recovery approach.

We propose that this apply to business licences issued under the Trades Licence Bylaw, Cab and Commercial Vehicle Bylaw, Cabaret Regulation Bylaw, and Club Regulation Bylaw, and Automatic Vending Machine Bylaw.

It is recommended:

7. That fees for licences issued under Trades Licence Bylaw No. 3089, Cab and Commercial Vehicle Bylaw No. 3102, Cabaret Regulation Bylaw No. 1481, Club Regulation Bylaw No. 3065, and Automatic Vending Machine Bylaw No. 1914 be pro-rated by 25% after July 31.



E) Change of Ownership Fee

The existing Trades Licence Bylaw and Cab and Commercial Vehicle Bylaw allow for the transfer of a business licence between persons once per calendar year at a cost of 5% of the licence fee. A person applying to have a licence transferred for the second time in a calendar year must apply for a new licence and pay the full licence fee. The Cabaret Regulation Bylaw sets a flat transfer fee of \$10, while the Club Regulation Bylaw makes no provision for the transfer of a licence.

To remain consistent with a cost recovery approach, we are proposing to remove the existing transfer fees and replace them with a \$25 processing charge. We also propose to remove the restriction limiting the number of transfers per year. The \$25 transfer fee would apply to licences issued under the Trades Licence Bylaw, Cab & Commercial Vehicle Bylaw, Cabaret Regulation Bylaw, and Club Regulation Bylaw.

For taxicab vehicles licenced under the Cab and Commercial Vehicle Bylaw, we are proposing a fee equal to one-half the annual licence fee when a licenced taxicab vehicle is replaced. This fee would recover the cost of the vehicle inspection, which must be conducted by Licence staff each time a vehicle is replaced. Currently, Burnaby does not recover the cost of inspecting replacement vehicles.

It is recommended:

8. That Trades Licence Bylaw No. 3089, Cab & Commercial Vehicle Bylaw No. 3102, Cabaret Regulation Bylaw No. 1481, and Club Regulation Bylaw No. 3065 be amended to provide for a fee of \$25 for the transfer of licences between persons.

9. That the clause limiting the number of transfers to one per year be deleted from Cab and Commercial Vehicle Bylaw No. 3102 and Trades Licence Bylaw No. 3089.

10. That Cab and Commercial Vehicle Bylaw No. 3102 be amended to provide for a fee equal to one-half the annual licence fee when a taxicab vehicle is replaced.

F) Change of Location Fee

The Trades Licence Bylaw does not define the licence fee to be charged when a business changes location. Many of the municipal costs to licence an existing business in a new location are equal to the costs of issuing a new licence. Administratively, the Licence Office has followed the practise of crediting the renewal fee towards the new licence fee when an existing business moves to a new location. This recognizes that the business has already contributed to municipal costs, and is consistent with a cost recovery approach.

To clarify this practice, we are proposing that this be specified in the Trades Licence Bylaw.

11. It is recommended that Trades Licence Bylaw No. 3089 be amended to provide for the change of location fee as outlined above.

G) Change of Bylaw Name

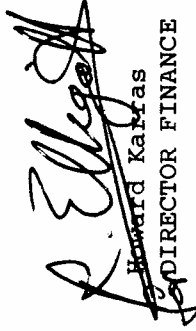
The business licence bylaw is currently entitled Trades Licence Bylaw No. 3089. This name is misleading as the bylaw applies to businesses in general, and not only trades. It is therefore proposed to change the name to the Burnaby Business Licence Bylaw.

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12. It is recommended that the name of Trades Licence Bylaw No. 3089 be changed to the Burnaby Business Licence Bylaw.

PUBLIC NOTICE

Once approved by Council, we will notify those businesses most affected by the proposed changes in fees. We will also place information in local newspapers, and in the renewal billing notice, describing the results of the review.


Howard Kamas
DIRECTOR FINANCE

LP:gw
Attach.

- cc: Director Administrative & Community Services
Director Planning & Building Inspection
Director Engineering
Municipal Solicitor
Municipal Clerk
Chief Public Health Inspector
Chief Building Inspector
O.I.C. R.C.M.P.
Fire Prevention Officer
Chief Licence Inspector

TRADES LICENCE BYLAW NO. 3089

	New Licence		Renewal Licence	
	Existing 1989	Proposed 1990	Existing 1989	Proposed 1990
Agent	123.00	200.00	62.00	62.00
Arcade	530.00	1,214.00	284.00	506.00
Auto Body Repair & Painting	246.00	594.00	123.00	193.00
Bowling Alley	530.00	530.00	252.00	252.00
Cart	246.00	62.00	123.00	62.00
Contractor	123.00	200.00	62.00	62.00
Contractor - yard, shop, office	246.00	360.00	123.00	123.00
Curling/Ice Rink	530.00	530.00	252.00	252.00
Discotheque (Teen)	723.00	723.00	401.00	401.00
Dry Cleaning/Laundry Plant	246.00	426.00	123.00	137.00
Exercise Studio/Gym	246.00	435.00	123.00	139.00
Home Craft	62.00	233.00	52.00	52.00
Incinerator	246.00	3,000.00	123.00	2,262.00
Junk Dealer	573.00	573.00	252.00	252.00
Liquor Establishment				
Class A Hotel	804.00	2,783.00	493.00	1,123.00
Class D Neighbourhood Pub	798.00	3,000.00	401.00	1,016.00
Class G Beer and Wine Store	294.00	2,932.00	166.00	825.00
Manufacturer - General				
1 to 50 persons	327.00	502.00	123.00	162.00
51 to 150 persons	476.00	529.00	208.00	228.00
151 persons and over	530.00	626.00	252.00	289.00
Manufacturer - Processing				
Chemical or Flammables				
1 to 50 persons	750.00	750.00	493.00	493.00
51 to 150 persons	1,029.00	1,029.00	755.00	755.00
151 persons and over	1,211.00	1,211.00	857.00	857.00
Manufacturer - Processing Food				
1 to 50 persons	476.00	632.00	252.00	281.00
51 to 150 persons	573.00	819.00	300.00	375.00
151 persons and over	723.00	1,040.00	343.00	477.00
Mobile Business	123.00	200.00	62.00	62.00
Multiple Unit Accommodation	7.50	7.85	7.50	7.85
Oil Refinery	1,671.00	3,000.00	1,114.00	3,000.00
Oil Storage & Distribution	1,671.00	3,000.00	1,114.00	2,947.00
Peddler - Food	246.00	273.00	123.00	123.00
Peddler - General	123.00	200.00	62.00	62.00

TRADES LICENCE BYLAW NO. 3089 (cont'd)

	New Licence		Renewal Licence	
	Existing 1989	Proposed 1990	Existing 1989	Proposed 1990
	\$	\$	\$	\$
Personal Care Facility (Adult Nursing Home)	530.00	1,350.00	252.00	531.00
Personal Care Facility (Child Care)	246.00	779.00	123.00	254.00
Personal Service Establishment	246.00	395.00	123.00	126.00
Photographic Studio	246.00	496.00	123.00	160.00
Pool Hall	530.00	1,214.00	252.00	485.00
Private Hospital	750.00	1,384.00	343.00	602.00
Private School	428.00	527.00	166.00	199.00
Public Hall	428.00	428.00	214.00	214.00
Restaurant				
40 seats or take-out	294.00	668.00	139.00	218.00
41 seats to 150 seats	418.00	668.00	252.00	293.00
151 seats and over	605.00	701.00	401.00	404.00
Retail Trader - General				
1 to 10 persons	246.00	360.00	123.00	123.00
11 to 50 persons	530.00	530.00	209.00	209.00
51 persons and over	867.00	867.00	867.00	867.00
Retail Trader - Food				
1 to 10 persons	294.00	496.00	166.00	188.00
11 to 50 persons	573.00	659.00	343.00	361.00
51 persons and over	867.00	920.00	867.00	867.00
Service Station	246.00	460.00	123.00	148.00
Telephone Communications Facility				
1 to 50 persons	391.00	426.00	123.00	137.00
51 to 150 persons	573.00	573.00	300.00	300.00
151 persons and over	852.00	852.00	493.00	493.00
Trailer Camp or Court	471.00	471.00	252.00	252.00
Theatre - indoor	573.00	573.00	300.00	300.00
Warehouse - General				
1 to 50 persons	327.00	426.00	123.00	137.00
51 to 150 persons	428.00	428.00	209.00	209.00
151 persons and over	471.00	471.00	252.00	252.00
Warehouse - Chemicals or Flammables				
1 to 50 persons	530.00	592.00	300.00	310.00
51 to 150 persons	723.00	723.00	439.00	439.00
151 persons and over	884.00	884.00	621.00	621.00
Wholesaler - General				
1 to 50 persons	327.00	426.00	123.00	137.00
51 to 150 persons	428.00	460.00	209.00	209.00
151 persons and over	471.00	494.00	252.00	252.00



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TRADES LICENCE BYLAW NO. 3089 (cont'd)

	New Licence		Renewal Licence	
	Existing 1989 \$	Proposed 1990 \$	Existing 1989 \$	Proposed 1990 \$
Wholesaler - Food, Chemicals or Flammables				
1 to 50 persons	530.00	530.00	300.00	300.00
51 to 150 persons	723.00	723.00	439.00	439.00
151 persons and over	1,029.00	1,029.00	653.00	653.00
Christmas Tree Permit	54.00	172.00	54.00	93.00
Carnival or Circus				
First day	294.00	494.00	N/A	N/A
Second and following days	101.00	165.00		
All businesses not hereinbefore classified shall pay the following fees	246.00	360.00	123.00	123.00

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CAB AND COMMERCIAL VEHICLE BYLAW NO. 3102

	New Licence		Renewal Licence	
	Existing 1989	Proposed 1990	Existing 1989	Proposed 1990
	\$	\$	\$	\$
For each Class "A" Taxi Cab	182.00	298.00	182.00	182.00
For each Cab Premises	246.00	360.00	123.00	123.00
For operating each of the following business:				
Class "C" Funeral Cab	246.00	360.00	123.00	123.00
Class "D" School Cab	246.00	360.00	123.00	123.00
Class "E" Charter Cab	246.00	360.00	123.00	123.00
Class "F" Self-Drive Cab	246.00	360.00	123.00	123.00
Class "H" Wheelchair Accessible Cab	182.00	298.00	182.00	182.00
Driving Instruction Cab	246.00	360.00	123.00	123.00
Vehicles for hire not hereinbefore enumerated	246.00	360.00	123.00	123.00
Taxi Service Broker	246.00	360.00	123.00	123.00

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SCHEDULE C

CABARET REGULATION BYLAW NO. 1481

	New Licence		Renewal Licence	
	Existing	Proposed	Existing	Proposed
	1989	1990	1989	1990
	\$	\$	\$	\$
	616.00	2,615.00	343.00	978.00

Cabaret

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SCHEDULE D

CLUBS REGULATION BYLAW NO. 3065

	New Licence		Renewal Licence	
	Existing 1989	Proposed 1990	Existing 1989	Proposed 1990
Club	530.00	2,306.00	300.00	881.00
Club Manager	150.00	193.00	88.00	88.00

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AUTOMATIC VENDING MACHINE BYLAW NO. 1914

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	<u>Existing</u> 1989 \$	<u>Proposed</u> 1990 \$
For a newspaper vending machine	25.50	26.75
For a coin-operated washer, dryer, or dry cleaning machine located in residential premises containing more than 2 dwelling units	13.50	14.20
For a machine that sells goods or services for 25 cents or less more than 25 cents and less than 76 cents more than 75 cents	7.75	8.15
For any amusement or recreation vending machine	25.50 29.50	26.75 31.00
For any amusement or recreation vending machine	55.50	58.25
For any machine offering goods or services using a credit card	55.00	57.75

COMPARISON OF ANNUAL BUSINESS LICENCE FEES FOR SELECT BUSINESSES

New Application or Renewal Fee

ITEM	Burnaby Existing		Burnaby Proposed		New		North		North		Richmond		Surrey		Vancouver	
	New	Renewal	New	Renewal	New	Renewal	City	District	Port	Moody	Port	Moody	Port	Moody	Port	Moody
Accounting firm	246	123	360	123	1,056	390	315	630	1,416	395	1,056	275	400	52		
Arcade	530	284	1,214	506	1,200	720	1,005	1,100	n/a	710	1,359	390	n/a	139		
Barber	246	123	395	126	265	78	125	145	264	115	264	115	353	120		
Bakery	246	123	360	123	390	390	315	330	471	312	312	115	353	120		
Beer and wine	294	166	2,932	825	180	158	n/a	n/a	321	274	115	250	120			
store	294	166	2,932	825	180	158	n/a	n/a	321	274	115	250	120			
Cabaret	616	343	2,615	978	620	540	420	2,000	924	780	2,400	1,000	307			
Contractor	246	123	360	123	100	180	183	205	198	271	125	145	54			
- office	246	123	360	123	100	180	183	205	198	271	125	145	54			
Day care centre	246	123	779	254	50	72	-	5	69	132	-	-	-			
Department store	246	123	360	123	654	180	158	535	763	737	365	329	52			
Gas station	246	123	460	148	110	180	1,260	222	203	99	125	483	78			
Home craft	62	52	233	52	50	48	42	70	69	50	65	103	31			
Hotel (rooms)	3,000	3,000	3,000	3,000	1,722	3,000	1,148	2,000	1,722	n/a	1,290	3,000	3,188			
Manufacturer	530	252	636	289	410	3,000	2,000	3,000	2,000	3,000	1,800	453	52			
Neighbourhood pub	798	401	1,016	320	390	210	2,000	3,000	118	1,100	900	1,000	120			
Restaurant	418	252	668	293	620	1,410	365	335	155	660	390	500	293			
Retail trader	867	867	920	867	3,000	1,833	2,000	3,000	2,000	3,000	2,165	1,325	120			
- food	867	867	920	867	3,000	1,833	2,000	3,000	2,000	3,000	2,165	1,325	120			
Warehouse	327	123	426	137	199	177	315	259	305	1,535	356	103	52			

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NOTE: These licence fees were calculated using specific businesses located in Burnaby. For each business, the licence Office determined the number of employees, the size of the business, number of seats, etc. In order to calculate what the fee would be in neighbouring communities.

SCHEDULE F

ITEM 1
MANAGER'S REPORT NO. 74
COUNCIL MEETING 89/11/14

BUSINESS LICENCE DEFINITIONS

We are proposing that the following business categories and terms be defined in the Trades Licence Bylaw.

New Definitions

Arcade
Auto Body Repair/Painting
Business
Cart
Contractor - Yard, Shop, Office
Dry Cleaning/Laundry Plant
Employee
Exercise Studio/Gym
Home Craft
Incinerator
Liquor Establishment
Class A Hotel
Class D Neighbourhood Pub
Class G Beer and Wine Store
Location/Place
Peddler - General
- Food
Manufacturer - General
- Processing Food
- Processing Chemical or Flammables
Mobile Business
Multiple Unit Accommodation
Personal Care Facility (Adult Nursing Home)
Personal Care Facility (Child Care)
Personal Service Establishment
Retail Trader - General
- Food
Service Station
Telephone Communications Facility
Trailer Camp or Court
Warehouse - General
- Chemicals or Flammables
Wholesaler - General
- Food, Chemicals or Flammables

Modify Existing Definitions

Agent
Contractor
Builder
Manufacturer
Person
Restaurant
Retail Trader

Remove Unnecessary Definitions

Auto Camp
Beauty Parlour
Dance Hall
Dancing Academy
Laundry
Laundry Office
Shooting Gallery
Travel Agency