



SUBJECT: Amendment to Business Licensing By-Law 42-2008, as amended

TO: Planning and Development Committee

FROM: Department of City Building - Planning Building and Culture

Report Number: PB-27-18

Wards Affected: All

File Numbers: 710-03

Date to Committee: June 5, 2018

Date to Council: June 18, 2018

Recommendation:

Approve By-law XX-2018, a by-law to amend Business Licensing By-law 42-2008, as amended, as attached in Appendix A to department of city building report PB-27-18.

Purpose:

The purpose of this report is to propose amendments to Business Licensing By-Law 42-2008 to amend the Fee Schedule as it pertains to Refreshment Vehicle Class "D", also known as food trucks.

A City that Grows

- Promoting Economic Growth

An Engaging City

- Good Governance
- Community Building through Arts and Culture via Community Activities

Background and Discussion:

The Business Licensing By-law 42-2008 was amended in 2015 to expand the licensing of food trucks in the City of Burlington and since then, the City has grown and the

demand for food trucks has advanced. A review was undertaken by staff to update the Fee Schedule as it relates to Refreshment Vehicle Class “D”.

This amending By-law XX-2018 will update the fee schedule and processes to:

- Reflect a lower fee schedule that is competitive with neighbouring communities; and
- Meet market and customer demands.

Strategy/process

In 2015 an amendment to By-Law 42-2008 to expand the licensing of food trucks in the City of Burlington was enacted. Since then 85 licenses have been issued with \$12,740 in total revenues.

Below is a table showing the yearly licence fees to operate a food truck in neighbouring municipalities:

| Municipality | Yearly Licence Fee |
|---------------------|---|
| Oakville | \$249 + \$176 for operator licence fee if not operated by owner |
| Milton | \$470 |
| Hamilton | \$540 |

The above mentioned municipalities do not charge licence fees for monthly operations, however it is clear that the City’s licensing fees are not consistent with the fees charged by the neighbouring municipalities and a reduction would make operating in Burlington more attractive to food truck operators.

Below is a table showing the City’s current fee schedule and the proposed reduced licence fees:

| Period of Operation | Current Licence Fees | Proposed Licence Fees |
|----------------------------|-----------------------------|------------------------------|
| (a) 1-3 days | \$95.00/day | \$95 per event up to 3 days |
| (b) Monthly | \$370.00 | \$150.00 |
| (c) 3 months | \$730.00 | \$300.00 |
| (d) Yearly | \$1,355.00 | \$550.00 |

No other changes to the Business Licensing By-law 42-2008 are being suggested at this time.

Options considered

None

Financial Matters:

Total Financial Impact

With the proposed decrease in the licence fees, it is expected that more food trucks will operate in Burlington, which may maintain and even increase the City's revenue from food truck licences.

Source of Funding

N/A

Other Resource Impacts

N/A

Connections:

To help meet the business needs of the Parks and Recreation Department and food concession demands. Current needs include the Nelson Pool location with possible expansion to other locations within City facilities.

Public Engagement Matters:

We have reached out to our Burlington Downtown Business Association (BDDBA) for their input on this matter.

Conclusion:

It is recommended by staff that this amendment be approved by Council in order to meet our customer's needs and the business demands in our ever-changing community.

Respectfully submitted,

Grant Ziliotto, CPSO, CBCO

Manager of By-Law Enforcement, Licensing and Animal Services

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Appendices:

- A. By-law XX-2018, a by-law to amend Business Licensing By-law 42-2008

Report Approval:

All reports are reviewed and/or approved by Department Director, Director of Finance and Director of Legal. Final approval is by the City Manager.