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Department of City Building

TO: Mayor and Members of City Council

FROM: Heather MacDonald, Director and Chief Planner, Department of City Building

DATE: September 13, 2019

SUBJECT: Appendix B of Report F-39-19 City of Burlington
2019 Operating Budget Performance Report at June 30, 2019

This is in response to the request made by Mayor Meed Ward at the Committee of the Whole meeting on Monday, September 9, 2019 for clarification on the commentary provided regarding the unfavourable variance in Site Plan Application fees as of June, 2019.

Appendix B of Report F-39-19 City of Burlington 2019 Operating Budget Performance Report at June 30, 2019 Development Application Revenues shows an unfavourable variance in Site Plan Application fees. It is indicated that this is due to a delay in applications as a result of the Interim Control Bylaw (ICBL). Site Plans submitted after the ICBL was enacted can be accepted but not processed, so it is possible that some applicants may be choosing to delay submitting applications and paying the associated fees; however, Site Plan Application revenues being lower than projected as of June, is largely the result of site plan approval no longer being required for infill detached dwellings. This decrease is partially offset by the higher than projected revenues from the new Grading and Drainage fees brought into effect as the result of site plan approval of infill detached dwellings no longer being required.

It is important to note that in 2018, there was a shortfall in projected Building Permit revenues. As of June of this year, Building Permit revenues were stronger than expected and are anticipated to remain so with a yearend surplus projected.

Heather MacDonald
Director and Chief Planner
Department of City Building