



FEE SCHEDULE FEE JUSTIFICATION FORM FOR NEW AND AMENDED FEES

Committee	Date of Committee action
Administration & Finance	
Submitted by	Presenter
Peter Daniels, City Engineer, Engineering	Peter Daniels

New or existing?	Authority	Date last reviewed	Date last revised
Existing	Ord. 6204	12/05/1995	12/05/1995

Fee Description	RMC Sec.	Current Amount	Proposed Amount
Construction, alteration or repairing of sidewalks made of concrete or other like materials	11.18	\$25.00	\$50.00

Background Information
Contractors wishing to replace any sidewalk in the City's right of way must first obtain a permit to ensure the safety of the general public who uses the public sidewalk.

Rationale of fee/Basis of calculation	
The hourly rate (salary and benefits) for an Engineering Technician is approximately \$40.00 per hour. There are also costs incurred for the vehicle mileage to inspect the sidewalk and its barricades in the field and administrative costs for our Administrative Assistant who prepares the permit.	
Does the fee recoup all of the administrative costs?	Yes
If no, explain why the actual cost is not being recommended (i.e. Statutory limits of fees, prohibitive, etc.)	
N/A	

Key Issues for Consideration
No impacts of increasing the fee.

Fiscal Impact
In 2019 there were 3 sidewalk permits issued totaling \$85 in fee revenue. It is estimated that the new fees will increase fee revenue to about \$170 a year.

Attachments
No attachments