

Date: 12 December 2011



City Council Committee Report

To: Mayor Canfield & Members of Council

Fr: Tara Rickaby

Re: Tariff of fees – Planning – Addition of appeal of Property Standards Orders

Recommendation:

That Council give three readings to a by-law to amend the Tariff of Fees & Charges By-law Number 120-2011 to provide for a \$375 fee for an appeal of order issued under the Property Standards By-law and Ontario Building code for the Planning Department; and further

That public notice is hereby given that Council intends to adopt the amending by-law at its December 19, 2011 meeting at which time the applicable fee will come into effect on a forward basis.

Background:

Section 3.8 of the Terms of Reference of the Kenora Planning Advisory Committee requires the Committee to act as the Property Standards Committee, per the requirements of the Ontario Building Code Act and hear appeals such as required pursuant to the City of Kenora Property Standards By-law.

As such, the PAC conducts the appeal hearing of an order to repair or demolish under the Property Standards By-law. When conducting a hearing, the members of the PAC act as an administrative tribunal. After holding a hearing, the Committee may confirm, modify or rescind the order and /or extend the time for complying with the order.

The City of Kenora currently does not include a fee for appeals. A meeting of the PAC costs approximately \$375; the current fee for a special meeting of PAC. The Planning Department will be working in conjunction with Building/By-law to develop appropriate forms for appeals and a guide to the process. It is anticipated that this will come forward to Property and Planning in February 2012.

Planning	Appeal of Order issued under Property Standards By-law	\$375.00	+ Professional fees, where applicable
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Budget: N/A

Communication: Per Notice By-law 144-2007 – Agenda of Property and Planning Committee, Council and City portal, Building Department, By-law enforcement, Planning Advisory Committee.