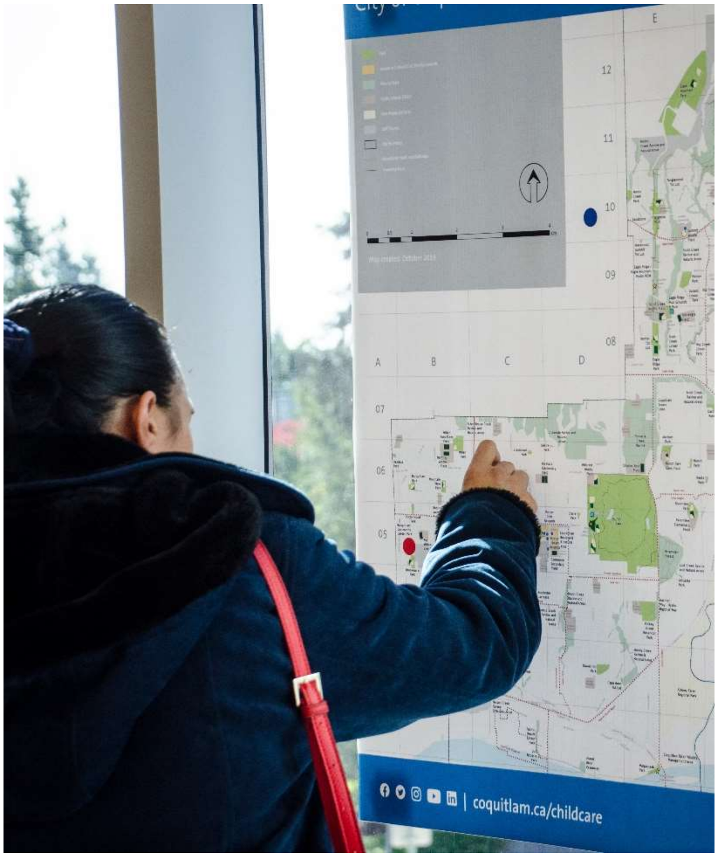
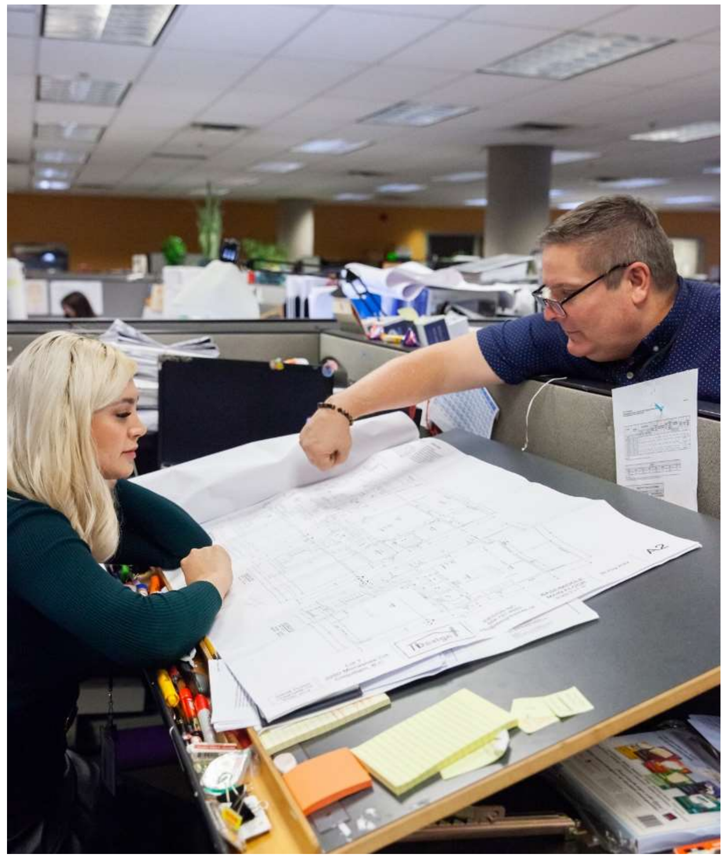
City of Coquitlam | 2026 Budget Overview

Planning and Development





Department Overview

With a focus on sustainability, housing access and inclusivity, Planning and Development guides Coquitlam's growth. This department works with the public and other involved parties to ensure that as the City expands, it continues to reflect our community's priorities while meeting legislative and safety requirements.

This work is carried out by the following divisions:

- Planning and Development Total 120.4 FTE
  - Planning and Development Administration 10.4 FTE
  - Community Planning 16.0 FTE
  - Development Services 41.0 FTE
  - Building Permits 48.0 FTE
  - Business & Innovation 5.0 FTE

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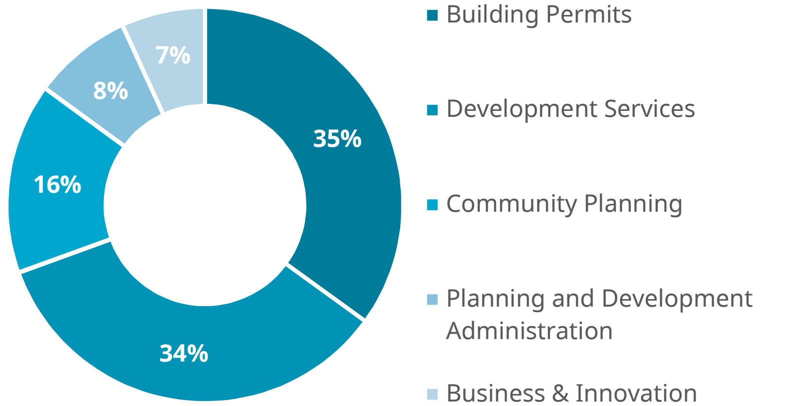
Operating Budget

Breakdown by Division

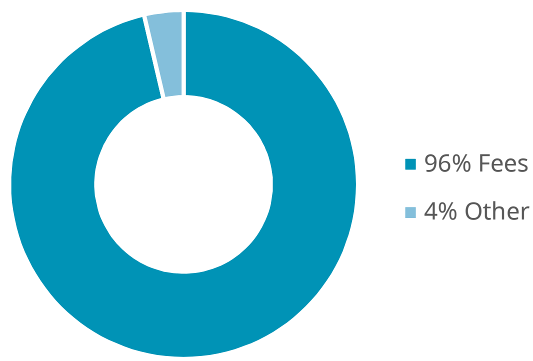
Expenses by Division

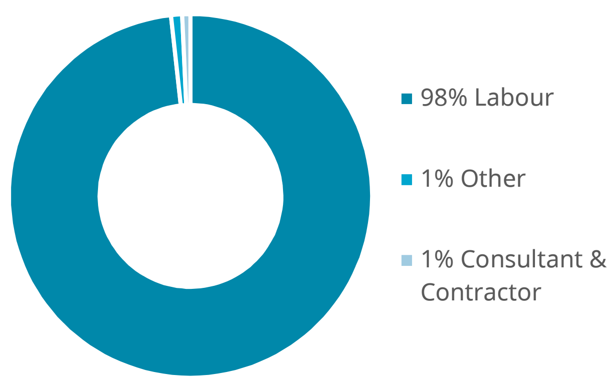
	2026 ($)
Building Permits	5,740,000
Development Services	5,650,000
Community Planning	2,560,000
Planning and Development Admin	1,330,000
Business & Innovation	1,120,000
TOTAL	**16,400,000**



General Fund – Base Budget

	2025	2026	% Change over 2025
REVENUES			
Fees	12,700,000	12,700,000	0%
Other	590,000	480,000	-19%
	13,290,000	**13,180,000**	**-1%**
EXPENDITURES			
Labour	16,150,000	16,120,000	0%
Other	190,000	160,000	-16%
Consultant & Contractor	120,000	120,000	0%
	16,460,000	**16,400,000**	**0%**
NET EXPENDITURES	**3,170,000**	**3,220,000**	**2%**





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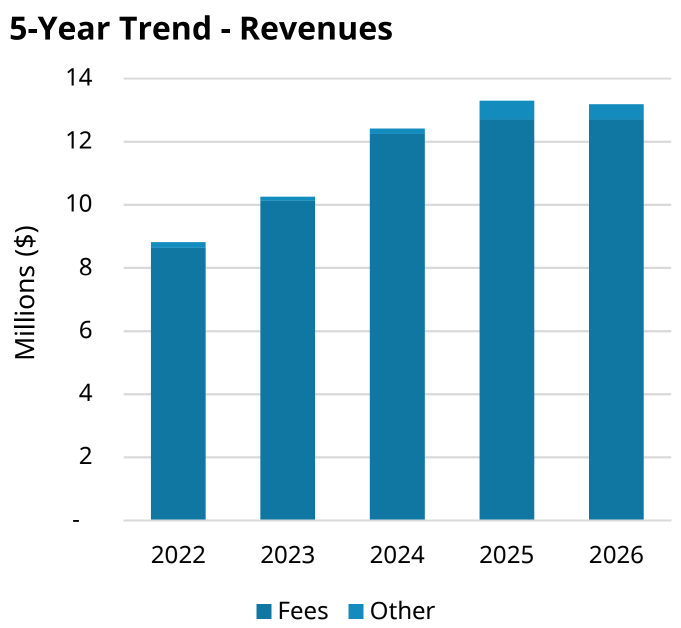

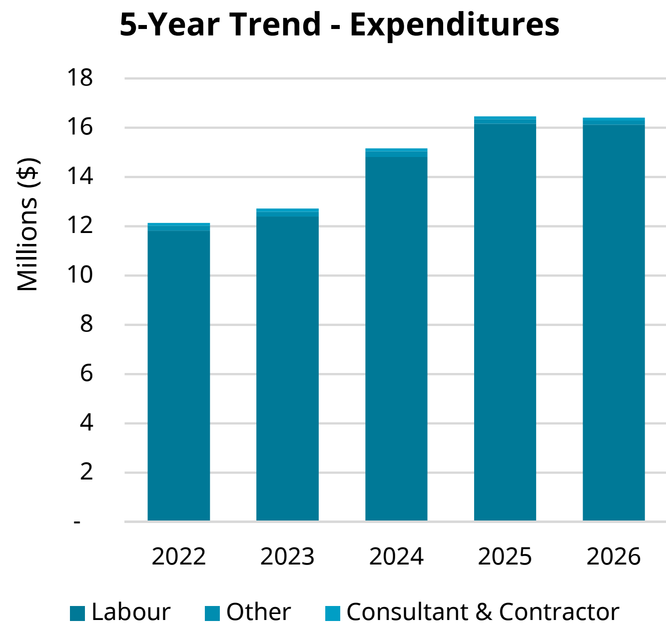

Fees & Charges

The Fees & Charges section summarizes the proposed changes to the City's fees and charges that will be brought forth as part of the Fees & Charges Bylaw for Council consideration.

Revenue Type		2026 Base Budget	Revenue Request	Fee Increase
Building Permit Fees		(10,426,100)	(229,400)	2.2%
Rationale:	• Fees are dependent on the value of building permit applications • The inflation increase ensures that the City's fees continue to adequately cover the cost of building permit applications.			
Development Services Fees		(2,277,900)	(50,100)	2.2%
Rationale:	• Fees driven by development inspections • The inflation increase ensures that the City's fees continue to adequately cover the cost of development applications.			
Total		**($12,704,000)**	**($279,500)**	**2.2%**

New Budget Requests

The New Requests section summarizes the new funding requests and related impacts that are outside of the City's base budget.

Description		Value ($)	Net Cost ($)	Tax Impact (%)	FTE Impact
New Funding Requests					
Manager of Business Services		187,500	187,500	0.09%	1.0
Rationale:	• To provide senior-level leadership and expertise in financial management, business analytics, and internal controls • Current staffing levels cannot sustain the rising volume and complexity of financial, analytical, and compliance work, potentially delaying or deferring critical deliverables				
Manager Building Permits - Approvals		187,000	187,000	0.09%	1.0
Rationale:	• Will oversee day-to-day operations and staff involved in the application intake, technical review, and approval of building permits • To help meet the increasing service delivery targets resulting from mandated legislation, greater technical complexity in building submissions, and growing expectations for transparency and efficiency				
Total		**$374,500**	**$374,500**	**0.18%**	**2.0**
Requests funded from Reserves					
Records Digitization		200,000	200,000	-	-
Rationale:	• Includes scanning, indexing, and secure digital storage of legacy paper files and microfiche within the Planning and Development Department • To be funded from the City Initiatives Reserve				
Consulting to Support Certified Professional Program		100,000	100,000	-	-
Rationale:	• One-time request for a Building Code Engineer consultant to support the implementation of the Certified Professional program in 2026 • To be funded from the Housing Accelerator Fund				
Total		**$300,000**	**$300,000**	**-**	**-**

Vacancy Management Program

The following temporary resource needs will be addressed as part of the Vacancy Management Program through temporary vacancy savings:

Description		Value ($)	Net Cost ($)	Tax Impact (%)	FTE Impact
Development Technologist (2 years)		104,400	-	-	-
Rationale:	• To maintain service quality and regulatory compliance, given the increase complexity of projects				
Plans Reviewer 2 (2 years)		97,000	-	-	-
Rationale:	• To effectively manage the increase complexity of projects and improve timeliness of building permit applications				
Plans Review Assistant (2 years)		82,800	-	-	-
Rationale:	• To bridge the gap between front counter staff and plans exam staff by supporting the complex coordination and communication associated with building permit submissions				
Total		**$284,200**	**-**	**-**	**-**