

**Township of Wainfleet  
2013 Fees Charges**

**Bylaw no. xxx-2013**

**PLANNING APPLICATION FEES**

<u>Description</u>	<u>Unit of Measure</u>	<u>Notes</u>	<u>2012 Base Fee</u>	<u>2013 Base Fee</u>	<u>13% HST</u>	<u>FEE/CHARGE</u>	<u>DEPOSIT REQUIRED</u>	<u>Deposit Amount</u>
<b><u>A. OFFICIAL PLAN AMENDMENTS</u></b>								
1. Amendment to the Official Plan		Fee and/or all charges incurred by (unless stated below) the Municipality from its Consultants	4,000.00	4,092.00		4,092.00		
2. Adjournment of an Official Plan Amendment (Applicable as determined by Council)			300.00	306.90		306.90		
<b><u>B. ZONING BYLAW AMENDMENTS</u></b>								
1. Zoning Bylaw		Fee and/or all charges incurred by (unless stated below) the Municipality from its Consultants	3,500.00	3,580.50		3,580.50		
2. Removal of Holding symbol		Fee and/or all charges incurred by the Municipality from its Consultants	600.00	613.80		613.80		
3. Preparation of a Temporary Use Agreement		Fee and/or all charges incurred by the Municipality from its Consultants	1,500.00	1,534.50		1,534.50		
4. Extension of a Temporary Use Agreement		Fee and/or all charges incurred by the Municipality from its Consultants	1,000.00	1,023.00		1,023.00		
5. Validation Order Bylaw		Fee and/or all charges incurred by the Municipality from its Consultants	550.00	562.65		562.65		
6. Adjournment (Applicable as determined by Council)			300.00	306.90		306.90		

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<b><u>C. COMMITTEE OF ADJUSTMENT/MINOR VARIANCES &amp; CONSENTS</u></b>									
(Applications under Section 45 of the Planning Act)									
1. Minor Variances		Fee and/or all charges incurred by the Municipality from its Consultants	1,100.00	1,125.30			1,125.30		
Adjournment (Applicable as determined by the									
2. Committee of Adjustment)			200.00	204.60			204.60		
3. New Lot, Right-of-Way and/or Easement and Boundary Adjustments		Fee and/or all charges incurred by the Municipality from its Consultants	1,100.00	1,125.30			1,125.30		
4. Final Certification		Fee and/or all charges incurred by the Municipality from its Consultants	200.00	204.60			204.60		
5. Changes to Conditions (Includes administration and mailing fees required to process requests for change in conditions, under Section 53(23) of the Planning Act.)		Fee and/or all charges incurred by the Municipality from its Consultants	500.00	511.50			511.50		
6. Adjournment (Applicable as determined by the Committee of Adjustment)			200.00	204.60			204.60		
<b><u>D. DEVELOPMENT AGREEMENTS</u></b>									
1. Agreement Preparation		Fee and/or all charges incurred by the Municipality from its Consultants	2,000.00	2,046.00			2,046.00		
2. Agreement Amendment		Fee and/or all charges incurred by the Municipality from its Consultants	1,000.00	1,023.00			1,023.00		
3. Release or Partial Release Agreement		Fee and/or all charges incurred by the Municipality from its Consultants	500.00	511.50			511.50		

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<b><u>E. SITE PLAN CONTROL APPROVAL</u></b>									
(Applications under Section 51 of the Planning Act)									
1. Site Plan Control Agreement	Fee and/or all charges incurred by the Municipality from its Consultants		3,500.00	3,580.50			3,580.50		
2. Site Plan Agreement Amendment	Fee and/or all charges incurred by the Municipality from its Consultants		1,000.00	1,023.00			1,023.00		
3. Release or Partial Release Agreement	Fee and/or all charges incurred by the Municipality from its Consultants		350.00	358.05			358.05		
<b><u>F. PLAN OF SUBDIVISION/CONDOMINIUM</u></b>									
(Applications under Section 51 of the Planning Act)									
1. Draft Plan of Subdivision/Condominium	Fee and/or all charges incurred by the Municipality from its Consultants		\$5,275 and \$25 per lot or block or unit to a maximum of \$2,500	\$5,396 and \$25.58 per lot or block or unit to a maximum of \$2,557.50					
2. Modification to Draft Approval	Fee and/or all charges incurred by the Municipality from its Consultants		1,585.00	1,621.45			1,621.45		
3. Extension to Draft Approval	Fee and/or all charges incurred by the Municipality from its Consultants		800.00	818.40			818.40		
4. Agreement Amendment	Fee and/or all charges incurred by the Municipality from its Consultants		1,000.00	1,023.00			1,023.00		

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<b><u>F. PLAN OF SUBDIVISION/CONDOMINIUM - con'd</u></b>									
5. Condominium Conversion	Fee and/or all charges incurred by the Municipality from its Consultants		4,000.00	4,092.00			4,092.00		
6. Final Approval	Fee and/or all charges incurred by the Municipality from its Consultants		1,500.00	1,534.50			1,534.50		
7. Remove Part Lot Control	Fee and/or all charges incurred by the Municipality from its Consultants		1,000.00	1,023.00			1,023.00		
<b><u>G. COMBINED APPLICATIONS</u></b>									
1. Official Plan and Zoning Bylaw Amendments	Fee and/or all charges incurred by the Municipality from its Consultants		7,000.00	7,161.00			7,161.00		
2. Zoning Bylaw Amendments and Site Plan Control	Fee and/or all charges incurred by the Municipality from its Consultants		3,500.00	3,580.50			3,580.50		
3. Consent and Zoning Bylaw Amendment	Fee and/or all charges incurred by the Municipality from its Consultants		4,000.00	4,092.00			4,092.00		
4. Consent and Minor Variance	Fee and/or all charges incurred by the Municipality from its Consultants		2,000.00	2,046.00			2,046.00		

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<b><u>H. MISCELLANEOUS FEES</u></b>									
1. Zoning, Subdivision or Site Plan Compliance Letter	Fee and/or all charges incurred by the Municipality from its Consultants		125.00	127.85			127.85		
2. Appeal to Ontario Municipal Board Subpoena	Fee and/or all charges incurred by the Municipality from its Consultants								
a. First Day		1	800.00	818.40			818.40	YES	
b. Second and each day thereafter	Fee and/or all charges incurred by the Municipality from its Consultants	1	400.00	409.20			409.20	YES	
3. Deeming Bylaw	Fee and/or all charges incurred by the Municipality from its Consultants		500.00	511.50			511.50		

**NOTE 1 - Where a decision on a planning application is appealed to the Ontario Municipal Board the Township will require payment by the applicant of all charges incurred by the Township and its Consultants. To secure such charges, the Township will require an initial deposit of \$8,000, such amount to be increased by the Township in the event the nature of the application indicates the initial deposit may be inadequate to totally defray the costs incurred. Any deposit monies not required to pay municipal or consultant's costs incurred by the Township shall be refunded.**

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**I. EXPLANATORY NOTES**

1. All the above fees will be adjusted annually, effective January 1, 20xx, based upon Statistics Canada Quarterly, "Construction Price Statistics" (Catalogue No. 62-007).
2. Additional fees charged by the Region of Niagara and the Niagara Peninsula Conservation Authority. Applicants should always confirm fees with the appropriate agency.
3. Be advised that the Planning Act requires Notice of Public Hearing be given no later than twenty (20) days before a scheduled public meeting for Official Plan and Zoning Bylaw Amendments, fourteen (14) days for Draft Plans of Subdivision and/or Condominium and Consent Applications and ten (10) days for Minor Variance applications. In order to allow sufficient review time for an application, all applications should be submitted at least fourteen (14) days before the last day for giving Notice of Public Hearing under the Planning Act.
4. While it is an objective of the Township of Wainfleet to process applications in an expeditious manner within the time frame established in the Planning Act, an applicant may wish to consider an accelerated application in the event processing is needed immediately and Township resources and/or notice requirements are limited. Fees for an accelerated application will be assessed based on overtime incurred by staff to process the application or fees charged by the Township's consultants at the hourly rates below:

Township Manager of Planning	Per Hour	\$ 125.00
Township Clerical Staff	Per Hour	\$ 40.00
Consulting Senior Planner	Per Hour	\$ 135.00
Consulting Senior Engineer	Per Hour	\$ 230.00
Consulting Planner	Per Hour	\$ 60.00
Consulting Engineer	Per Hour	\$ 130.00
Consulting Clerical Staff	Per Hour	\$ 83.00
Consulting Graphics Staff	Per Hour	\$ 78.00
5. Any of the above-noted deposit monies not required to pay municipal or consultants' costs incurred by the Municipality shall be refunded forthwith to the applicant.
6. If an application is withdrawn before circulation to commenting agencies, ninety (90) percent of the fee less any consultant costs will be refunded; if withdrawn after circulation, but before notice of public meeting is given, fifty (50) percent of the fee less any consultant costs will be refunded and if withdrawn before any reports are prepared, twenty-five (25) percent of the fee less any consultant costs will be refunded.
7. Any application which has been withdrawn and/or has been inactive for one year shall be considered abandoned and a full fee shall be required to activate a new application.
8. The Conservation Authority may provide a refund directly to the applicant if it is found that an application charged at the "major" rate only required the level of review normally associated with the "minor" rate. In such cases, the minor rate will be retained and the difference refunded.
9. The Conservation Authority may charge a fee directly to the applicant if it is found that multiple revisions and reviews of technical studies are required at the hourly rate charged by the affected Conservation Authority.