

COUNTY OF RENFREW

BY-LAW NUMBER 94-23

**A TARIFF OF FEES BY-LAW FOR APPLICATIONS MADE
IN RESPECT OF PLANNING MATTERS**

WHEREAS Section 69(1) of the Planning Act, R.S.O. 1990, c. P.13, as amended, provides that the Council of a Municipality, may by by-law, prescribe a Tariff of Fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated costs to the Municipality in respect of the processing of each type of application provided for in the tariff.

AND WHEREAS it is deemed desirable to prescribe a Tariff of Fees establishing a fee for the processing of applications to the Approval Authority (County of Renfrew) outlined below;

AND WHEREAS it is deemed desirable to prescribe a Tariff of Fees establishing fees for the processing of applications made in respect of planning matters to the local municipalities of the County of Renfrew.

NOW THEREFORE the Council of the Municipal Corporation of County of Renfrew hereby enacts as follows:

1. CONSENTS

- a) That a fee of \$1,300.00 for each new lot created is hereby established for consent applications by the Approval Authority.
- b) That a fee of \$1,300.00 for each consent application that does not create a new lot (i.e., lot addition, right-of-way, easement, etc.) is hereby established by the Approval Authority.
- c) That a fee of \$330.00 for each application for a cancelation of consent certificate is hereby established by the Approval Authority.
- d) That a fee be established for the issuance of a final certificate by the Approval Authority:
 - (i) For the first final certificate No Fee
 - (ii) For each additional final certificate \$110.00
- e) That a fee of \$600.00 is hereby established for a major revision to a consent application (i.e., recirculation to any reviewing agency and local municipalities) and \$350.00 for a minor revision to a consent application, as determined by the Manager of Planning Services.
- f) Upon determination by the Manager of Planning Services (or by the Land Division Committee, as the case may be) that a peer review of a technical study is required

to justify a proposed consent application, the applicant shall be required to pay to the County, as a deposit, an amount equal to the estimated professional fees for the peer review of such study. Further, the applicant shall be required to reimburse the County for the actual fees and expenses of the County's peer review professional which are beyond the review of the applicant's study (i.e., pre-consultation, dispute resolution, municipal board hearings).

2. VALIDATION OF TITLE

- a) That a fee of \$1,300.00 in addition to all legal costs incurred by the County is hereby established for processing Validation of Title applications by the Approval Authority.

3. SUBDIVISION/CONDOMINIUM/PART LOT CONTROL BY-LAWS

a) Subdivisions

i) Initial Application Fee

- For any proposed plan of subdivision submitted to the County of Renfrew for approval:
 - up to 10 developable lots/blocks \$4,400.00
 - more than 10 developable lots/blocks \$9,300.00

*Note: If a block in a plan of subdivision is to be further subdivided into lots, the application fee will be based on the final number of lots to be created.

ii) Notice of Application

- Department advertises notice of subdivision application in accordance with the Planning Act.

iii) Major Plan Revision (Re-circulation) 50% of the Initial Application Fee as indicated in 3.a)i) above

- For major revisions to the draft plan, draft approved plan and/or conditions of draft approval which require major recirculation.

iv) Minor Revision or Emergency Extension \$715.00

- For minor revisions to the draft plan, draft approved plan and/or draft conditions which do not require major recirculation and for each emergency extension to draft approval of not more than three (3) months.

v)	Draft Approval Extension (Annual)	\$1,000.00
	<ul style="list-style-type: none"> • For each extension of draft approval of not more than twelve (12) months beyond the usual three (3) years draft approval granted by the County. 	
b)	Condominiums	
i)	Initial Application Fee	
	<ul style="list-style-type: none"> • For any proposed plan of condominium submitted to the Corporation of the County of Renfrew: <ul style="list-style-type: none"> – Up to 10 units/common elements/blocks \$4,400.00 – more than 10 units/common elements/blocks \$9,300.00 	
ii)	Exemption	
	<ul style="list-style-type: none"> • For any plan of condominium submitted to the Corporation of the County of Renfrew for exemption under section 50 of the Condominium Act, as amended. \$1,650.00 	
iii)	Major Plan Revision (Re-circulation)	50% of the Initial Application Fee as indicated in 3.b)i) above
	<ul style="list-style-type: none"> • For major revisions to the draft plan, draft approved plan and/or conditions of draft approval which require major recirculation. 	
iv)	Minor Revision or Emergency Extension	\$715.00
	<ul style="list-style-type: none"> • For minor revisions to the draft plan and/or draft conditions, which do <u>not</u> require major recirculation and for each emergency extension to draft approval of not more than three (3) month(s). 	
v)	Draft Approval Extension (Annual)	\$1,000.00
	<ul style="list-style-type: none"> • For each extension of draft approval of not more than twelve (12) months beyond the usual three (3) years draft approval granted by the County. 	

c) **Part Lot Control Exemption By-law**

i) Final Approval \$660.00

- Payable prior to the By-law being given final approval by the County.

d) **Peer Review Deposit**

i) Plan of Subdivision and Plan of Condominium

A deposit of \$15,000.00 shall be paid to the County at the time of application to cover the cost of undertaking a peer review of any technical study or studies submitted in support of an application (or pre-consultation) for a plan of subdivision or plan of condominium. The deposit shall be applied to the cost of the peer review with any surplus refunded to the applicant. If the costs of peer review exceed the deposit, the applicant will be charged any additional costs incurred. If peer review of the technical studies was completed through pre-consultation no further deposit will be requested.

Further, the applicant shall be required to reimburse the County for the fees and expenses of the County's peer review professionals which are beyond the review of the applicant's technical studies (i.e., dispute resolution, municipal board hearings). Technical studies include, but are not limited to hydrogeology studies, environmental impact studies, servicing options study, traffic studies, soil studies and noise assessment studies.

4. **OFFICIAL PLAN AMENDMENTS**

a) Application to amend the County of Renfrew Official Plan \$2,200.00

b) Approval of an adopted Local Official Plan Amendment \$550.00

5. **PROCESSING OF LOCAL PLANNING ACT APPROVALS***

a) Where an application is submitted by an applicant to a municipality:

i) For each site specific application pursuant to section 21 of the Planning Act (Official Plan Amendment) - review of Application to amend Official Plan, and preparation and processing of amendment. \$1,650.00

ii) For each site specific application pursuant to section 34 of the Planning Act (Zoning By-law Amendments) - review of Application to amend Zoning By-laws and preparation and processing of amendment. \$935.00

iii) Where a combination of requests for site-specific amendments pursuant to sections 17, 21 and 34 of the Planning Act are submitted the fee charged for each additional request above the first submitted for the same site shall be reduced by \$150.00

- iv) To remove a holding symbol pursuant to section 36 of the Planning Act. \$220.00
- v) For each site specific application pursuant to section 45 of the Planning Act (minor variance application) – review of application for a minor variance, preparation and processing of the application. \$750.00
- vi) For each site specific application pursuant to section 53 of the Planning Act (consent application) – review of application for a consent application, preparation and processing of the application. \$1,550.00
- vii) For each site specific application pursuant to section 41 of the Planning Act (site plan control) – review of the application. \$550.00

For site plan applications implementing requirements of a plan of subdivision. \$55.00

* These fees are to the local municipality

6. PRE-CONSULTATION

- a) County Approvals (Consent/Plan of Subdivision/Official Plan Amendment):
 - 1) Stage 1 Pre-consultation \$200.00
 - 2) The fee for a planning application submitted within 12 months of a Stage 1 Pre-consultation shall be reduced by: \$200.00*

*Only reduced for one application in the event that multiple applications are submitted.

- b) Local Municipal Approvals (Zoning/Site Plan/Minor Variance)*
 - 1) Stage 1 Pre-consultation \$200.00
 - 2) Stage 2 Pre-consultation \$1,000.00
 - 3) The fee for a planning application submitted within 12 months of a Stage 1 pre-consultation shall be reduced by: \$200.00**

* These fees/reductions are to the local municipality

** Only reduced for one application in the event that multiple applications are submitted.

7. OTHER

- a) Where applicable, the following hourly rates apply:
 - i) Director \$130.00
 - ii) Manager \$100.00
 - iii) County Planner \$75.00
 - iv) Junior Planner \$60.00
 - v) Secretary/Clerical \$55.00
- b) Minor Variance Reports for local municipalities \$440.00

- c) Consent Reports for local municipal committees of adjustment \$440.00
- d) Re-submission of an application previously determined to be incomplete:

One time deemed incomplete – 100% of the original fee.
Two times deemed incomplete – 125% of the original fee.
Three times deemed incomplete – 150% of the original fee.
Four or more times – 200% of the original fee.

8. THAT By-law 17-22 is hereby repealed.
9. THAT this By-law shall come into force and take effect upon the passing thereof.

READ a first time this 28th day of June 2023.

READ a second time this 28th day of June 2023.

READ a third time and finally passed this 28th day of June 2023.

original signed by

PETER EMON, WARDEN

original signed by

CRAIG KELLEY, CLERK