

THE CORPORATION OF THE TOWN OF ERIN



By-Law #22-35

A By-law to amend By-Law 01-28 being a By-law to establish a Tariff of Fees for the processing of applications made under the Planning Act.

Whereas, the Corporation of the Town of Erin has enacted a by-law pursuant to Section 69(1) of the Planning Act, R.S.O. 1990, c. P.13, Council may by By-Law prescribe a tariff of fees for the processing of applications made in respect of planning matters;

And Whereas, Council deems it appropriate and expedient to revise and refine the current fee system to reflect present conditions;

And Whereas Council wishes to ensure that applicants for planning applications pay the anticipated costs of the review and processing of their applications;

NOW THEREFORE be it resolved that the Council of the Corporation of the Town of Erin hereby enacts as follows:

1. That By-law 01-28 is amended by deleting Schedule "A" in its entirety, replacing it with Schedule "A" to this by-law.
2. That all other aspects of By-law # 01-28 remain in full force and effect.
3. This by-law shall come into force on the date it is passed by the Council of the Corporation of the Town of Erin.

Passed in Open Council on July 7, 2022

Mayor, Allan Ails

Clerk, Lisa Champion

2022 amendment to: Schedule A to By-law 01-28

Effective Date: July 07, 2022

By-law 01-28: Being a By-law to establish a Tariff of Fees for the processing of applications made under the Planning Act

Schedule A to By-law 01-28, Tariff of Fees and Applicable Deposits

Application Type	2020 Rates ¹		2022 Rates ¹	
	Administrative (Non-refundable)	Deposit ²	Administrative (Non-refundable)	Deposit ²
Draft Plan of Condominium	3,000.00	8,000.00	3,000.00	8,000.00
Official Plan Amendment	8,000.00	5,000.00	8,000.00	5,000.00
General Zoning By-law Amendment	5,000.00	2,000.00	5,000.00	2,000.00
Zoning By-law Amendment - Aggregate	5,000.00	2,000.00	5,000.00	2,000.00
Site Plan Control – Minor Addition of 50% or less of existing gross floor area up to a maximum of 800 square metres (8,600 sq. ft.)	2,000.00	2,000.00	2,000.00	2,000.00
Site Plan Control – Major New building and/or addition greater than 50% of existing gross floor area or addition greater than 800 square metres (8,600 sq. ft.)	5,000.00	5,000.00	5,000.00	5,000.00
Site Plan Control Amendment	2,000.00	2,000.00	2,000.00	2,000.00
Plan of Subdivision (Draft or Otherwise) Base Fee	5,000.00	10,000.00	5,000.00	10,000.00
Plan of Subdivision (Draft or Otherwise) Per Unit Fee	200.00	n/a	200.00	n/a
Subdivision Agreement Amendment	2,000.00	2,000.00	2,000.00	2,000.00
Committee of Adjustment/ Minor Variance	700.00	n/a	700.00	n/a
Part Lot Control and Part Lot Exemption By-law	1,000.00	2,000.00	1,000.00	2,000.00
Temporary Use Extension	1,000.00	n/a	1,000.00	n/a
Major Recirculation re: Draft Approval Lapse	1,500.00	1,000.00	1,500.00	1,000.00
Major Recirculation re: Design Revision by Applicant	1,500.00	1,000.00	1,500.00	1,000.00
Holding Zone Removal By-law	500.00	1,000.00	500.00	1,000.00
Consent Review and Condition Clearances	500.00	n/a	500.00	n/a
Zoning Review Meeting	n/c	n/a	n/a	n/a
Pre-Consultation Meeting	500.00	500.00	1,000.00	1,000.00
Deeming By-law	500.00	n/a	500.00	n/a
Additional Public Information Meeting	500.00	n/a	500.00	n/a
Grading Security (per residential lot) ³	-	5,000.00 ³	-	5,000.00 ³
Grading and Lot Siting Approval (per residential lot)	500.00	n/a	500.00	n/a
Request for Municipal Address Change	200.00	n/a	200.00	n/a
Development Agreement Creation ⁴	2,000.00	2,000.00	2,000.00	2,000.00
Disposal of Surplus Land	500.00	2,000.00	500.00	2,000.00
Encroachment Agreement	2,000.00	2,000.00	2,000.00	2,000.00
Property Information Report	75.00	n/a	75.00	n/a
Zoning Certificate/Letter	75.00	n/a	75.00	n/a
Request for Review of Property File (per address) ⁵	35.00	n/a	35.00	n/a
Creation of Neighbour Notification List	75.00	n/a	75.00	n/a
Heritage Property Review and Registration Coordination ⁶	500.00	1,000.00	500.00	1,000.00

Notes:

1. Most planning fees are exempt from HST. Fees which are not exempt are subject to 13% HST.
2. Deposit fee is collected to offset disbursements associated with application. Refundable amount will be reimbursed depending on the chargeable expenses incurred by the Town. All chargeable expenses incurred by the Town are payable by the applicant/owner if deposit funds are insufficient.
3. Deposits remaining, after chargeable expenses, are fully refundable upon completion of project and/or as per applicable agreement stipulations.
4. Development agreement creation includes, but not limited to, plan of subdivision agreements, development and site plan control agreements, service financing agreements, cash-in-lieu of parking agreements.
5. Request for review of physical or digital property file which does not require an application through the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990.
6. Fees for heritage property research, preparation of report, council presentation and administration of registration will be billed at cost to the applicant.
7. The Town may require pre-consultation for other development applications such as minor variance applications.

Any fees not included in Table 1 for planning applications and/or developments, post approval revisions, equivalents, inspections outside of normal working hours, additional meetings and all other expenses incurred that are authorized by the Chief Building Official will be charged at the rate of \$100.00 per staff member, per hour.