

The Corporation of the Township of Woolwich

By-law No. 36-2024

A By-law to amend By-law 87-2007 being a By-law to establish and require payment of fees authorized under The Planning Act and Similar Charges

WHEREAS section 391 of the Municipal Act 2001, S.O. 2001, c.25, as amended, authorizes a municipality by By-law to impose fees or charges on any class of persons for services or activities provided or done by or on behalf of the municipality and for the use of the municipality's property, including property under its control;

WHEREAS by-laws establishing a tariff of fees for the processing of applications made in respect of planning matters are authorized by section 69 (1) of the Planning Act, R.S.O. 1990, c.p. 13, as amended;

WHEREAS on [Date], the Council of Woolwich [passed a motion providing direction] or [deems it desirable to enact the subject by-law];

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WOOLWICH HEREBY ENACTS AS FOLLOWS:

1. To delete Schedule "A" and replace it with the attached Schedule "A" attached hereto.

This by-law shall come into full force and effect on the date it is passed.

FINALLY PASSED AND ENACTED this 18th day of June, 2024.



Mayor



Clerk

DEVELOPMENT SERVICES

COMMITTEE OF
ADJUSTMENT &
SIGN VARIANCE

Rate Description	2023	2024	Notes
Minor Variance Application	\$1,100.00	\$1,100.00	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
Minor Variance Advertising Fee	\$250.00	\$250.00	
<i>MV Total</i>	\$1,350.00	\$1,350.00	
Pre-application			
Consent Pre-application review Fee	\$600.00	\$600.00	Note: for pre-application review of multiple development applications, the combined fee is applied.
Consent (severance) application	\$3,500.00	\$3,500.00	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
Consent Advertising Fee	\$250.00	\$250.00	
<i>Consent (sub total)</i>	\$4,350.00	\$4,350.00	
Consent - No Pre-application process			
Consent (severance) application	\$3,500.00	\$4,200.00	Note: for pre-application review of multiple development applications, the combined fee is applied.
Consent Advertising Fee	\$250.00	\$250.00	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
<i>Consent (sub total)</i>	\$3,750.00	\$4,450.00	
Clearance of Consent conditions (per severance)	\$525.00	\$525.00	
Recirculation due to Applicant Initiated Deferral (MV, Consent or Sign)	\$400.00	\$400.00	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
Advertising Fee		\$250.00	
<i>Recirculation total</i>		\$650.00	
Amending Conditions of Consent Approval - applicant initiated			
where circulation is required	\$1,250.00	\$1,250.00	
where no circulation is required	\$750.00	\$750.00	
A combined application for a minor variance (MV) and consent	\$3,750 plus \$400 per variance	\$3,750 plus \$400 per variance	Note: fee is to be provided with the advertising fee (per application) and the Development Engineering review fee.
Advertising Fee		\$250.00	
<i>Combined Appl Total</i>		min \$4400	
Billboard Application Fee	\$1,400.00	\$1,400.00	
Sign Variance Application Fee	\$1,400.00	\$1,400.00	
Advertising Fee		\$250.00	
Request for Special Meeting - MV, Consent, Sign (plus application and advertising fee)	\$4,000.00	\$4,000.00	
Planning Applications initiated in 2022 (having undergone pre-application prior to January 1, 2023) are subject to the applicable 2022 fees for application with a 13% increase.			
Official Plan Amendment:			
Pre-application consultation review	\$5,000.00	\$5,100.00	Note: for pre-application review of multiple development applications, the combined fee is applied.
Review to deem an application Complete	\$500.00	\$500.00	
Application Fee	\$7,000.00	\$7,200.00	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
Advertising Fee	\$1,500.00	\$1,500.00	
<i>min. OP application Fee</i>		\$14,300.00	
Resubmission fee	same as application fee less 10%	same as application fee less 10%	
where a zoning by-law amendment is being processed in tandem.	\$3,500.00	\$3,600.00	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
<i>min. fee</i>		\$3,600.00	plus applicable Zone change fees
Zoning by-law amendment by classification:			
a) Gravel Extraction Operations			
Pre-application process			
a.1) Pre-application consultation review step 1		\$5,100.00	Note: for pre-application review of multiple development applications, the combined fee is applied.
a.2) Pre-application consultation review step 2		\$10,100.00	
a.3) Application fee for an amendment to permit an extractive use, gravel pit or quarry operation;	\$30,000.00	\$31,000.00	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
a.4) Review for complete application	\$500.00	\$500.00	per review
a.5) Advertising Fee	\$1,500.00	\$1,500.00	
<i>min. Total</i>		\$48,200.00	
No Pre-application process			
<i>Complete application</i>		\$47,500.00	
a.5) Advertising Fee	\$1,500.00	\$1,500.00	
Total		\$49,000.00	

PLANNING

DEVELOPMENT SERVICES

Rate Description	2023	2024	Notes
b) MINOR - single detached or agricultural fees (Temp / Holding)			
Pre-application			
b.1) Pre -application Minor (item b) below) (Temp/Holding)	\$1,500.00	\$1,500.00	
b.2) Complete application fee	\$2,000.00	\$2,100.00	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
b.3) Review for complete application	\$500.00	\$500.00	per review
b.4) Advertising Fee	\$1,500.00	\$1,500.00	
min total fee		\$5,600.00	additional fee of \$2000 to be applied where applicable
No Pre-application process			
Complete application		\$4,500.00	
a.5) Advertising Fee	\$1,500.00	\$1,500.00	
Total		\$6,000.00	
c) MINOR - Industrial or commercial, two or more residential units, new industrial/commercial (Agricultural Related) use in Agricultural zone (Temp / Holding)			
Pre-application			
c.1) Pre-application - initial submission	\$1,500.00	\$1,500.00	Note: fee is to be provided with the Development Engineering review fee.
c.2) Pre-application - detailed submission	\$2,500.00	\$2,500.00	
c.3) Complete application fee	\$2,500.00	\$2,600.00	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
c.4) Review for complete application	\$500.00	\$500.00	per review
c.5) Advertising Fee	\$1,500.00	\$1,500.00	
min total fee		\$8,600.00	additional fee of \$2000 to be applied where applicable
No Pre-application process			
Complete application		\$7,500.00	
a.5) Advertising Fee	\$1,500.00	\$1,500.00	
Total		\$9,000.00	
d) Complex/Major (Temp / Holding)			
Pre-application			
d.1) Pre-application - initial submission	\$1,500.00	\$1,500.00	
d.2) Pre-application - detailed submission	\$5,500.00	\$5,600.00	
d.3) Complete application fee	\$2,500.00	\$2,600.00	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
d.4) Review for complete application	\$500.00	\$500.00	per review
d.5) Advertising Fee	\$1,500.00	\$1,500.00	
min total fee		\$12,700.00	
No Pre-application process			
Complete application		\$11,700.00	
a.5) Advertising Fee	\$1,500.00	\$1,500.00	
Total		\$13,200.00	
e) Extension of a temporary use by-law;	\$1,250.00	\$1,250.00	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
f) Establishing a holding provision (in conjunction with change of use)	Per use above	Per use above	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
g) Release of a holding provision.			
g.1) Staff release process	\$3,000.00	\$3,000.00	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
g.2) Council release process	\$4,500.00	\$4,500.00	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
First Resubmission Fees	application fee minus 10% for items b) c) and d), and 50% for item a) (gravel pit).	application fee minus 10% for items b) c) and d), and 50% for item a) (gravel pit).	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
Subsequent resubmission fees	application fee minus 50% for items b) c) and d), and 80% for item a) (gravel pit).	application fee minus 50% for items b) c) and d), and 80% for item a) (gravel pit).	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
Peer Review (as per By-law 87-2007)			
Where the Director of Development Services determines upon reasonable grounds that peer and/or legal review costs will be encountered during the processing of any planning application, the applicant shall deposit with the Township \$25,000.00 or \$10,000.00 depending on the extent of peer review and/or legal review costs that the Director of Development Services determines are likely to be encountered.			
If peer and/or legal review costs during the processing of a planning application exceed the amount deposited with the Township, the applicant shall re-establish the full amount of the deposit or such other reasonable amount as is determined by the Director of Development Services.			
If peer and/or legal review costs incurred by the Township in the processing of a planning application are less than the amount deposited with the Township, the Township shall reimburse the unused portion of the deposit.			
Condominium			
a) Condominium Application			
i) Standard or Phased (no public meeting)	\$5,000 plus \$150.00 per unit - maximum of \$8,000	\$5,000 plus \$150.00 per unit - maximum of \$8,000	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.

DEVELOPMENT SERVICES

Rate Description	2023	2024	Notes
ii) Common Element (public meeting)	\$8,500 plus \$150.00 per unit up to 200 lots (i.e., max \$38,500)	\$8,500 plus \$150.00 per unit up to 200 lots (i.e., max \$38,500)	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
iii) Vacant Land Condo	\$8,500 plus \$150.00 per unit up to 200 lots (i.e., max \$38,500)	\$8,500 plus \$150.00 per unit up to 200 lots (i.e., max \$38,500)	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
iv) Condo Conversion	\$8,500 plus \$150.00 per unit up to 200 lots (i.e., max \$38,500)	\$8,500 plus \$150.00 per unit up to 200 lots (i.e., max \$38,500)	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
b) Amending Condominium Approval or Conditions thereof	\$3,100.00	\$3,100.00	
Subdivision			
a) Subdivision Application not in conjunction with an OPA or ZC application	\$8,500 plus \$150.00 per unit up to 200 lots (i.e., max \$38,500)	\$8,500 plus \$150.00 per unit up to 200 lots (i.e., max \$38,500)	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
b) Subdivision Application - with OPA and Zone Change	\$8,500 plus \$150.00 per unit up to 200 lots (i.e., max \$38,500) + OPA & ZBA fees	\$8,500 plus \$150.00 per unit up to 200 lots (i.e., max \$38,500) + OPA & ZBA fees	Note: fee is to be provided with the advertising fee and the Development Engineering review fee.
c) Creation of Subdivision Agreement and Lot and Block Agreement	\$3,500.00	\$3,600.00	
d) Amending Draft Plan Approval, Conditions thereof or Subdivision Agreement	\$3,600.00	\$3,700.00	
e) Clearance of Draft Plan Approval Conditions	\$1,000.00	\$1,000.00	
f) Amending a Lot/Block Agreement (to address a specific lot issue)	\$2,050.00	\$2,100.00	
<i>NOTE: A deposit is required at the time of application (see below). Fees associated with subdivision agreements are included in the collection of the Engineering and Administration fees for each applicable subdivision.</i>			
Development Applications / Site Plan Agreement (Section 41, Planning Act)			
a) Pre-application consultation (new application)	1,500.00	1,500.00	
b) Review to deem complete	\$200.00	\$200.00	
c) Development agreement application			
i) Standard; <i>minimum total a), b) and c)</i>	\$5,000.00	\$5,100.00	\$6,800.00
ii) basic Agricultural commercial or industrial use; <i>minimum total a), b) and cii)</i>	\$1,500.00	\$1,550.00	\$3,250.00
iii) OnFarm Diversified Use (no additional fees); <i>min. total</i>	\$2,500.00	\$2,500.00	\$2,500.00
d) Addendums			
i) Pre-application consultation - addendum	\$1,000.00	\$1,000.00	
ii) addendum requiring circulation; <i>min fee (total d)i) and d)ii)</i>	\$2,500.00	\$2,500.00	\$3,500.00
iii) addendum not requiring circulation; <i>min fee (total d)i) and d)iii)</i>	\$500.00	\$500.00	\$1,500.00
iv) addendum not requiring circulation (no pre-consultation required)		\$1,000.00	
e) Clearance of Conditions (Site Plan) - for Conditional Site Plan agreements	\$1,500.00	\$1,500.00	
f) Release of a Development Agreement;	\$525.00	\$525.00	
g) Certificate of compliance with conditions of a development agreement.	\$650.00	\$650.00	
e) Other Development Agreements (Not Section 41 (Site Plan) or 53 (non-Subdivision), Planning Act)	\$7,000.00	\$7,000.00	
Telecommunication Tower review	\$4,000.00	\$4,000.00	
Cash in lieu of parkland zone regulation (Per Unit)			
a) R7 Multiple including conversions in all zones	\$1,500.00	\$1,600.00	
b) R3 – R6 duplex	\$2,000.00	\$2,050.00	
c) R3 – R6 Semi	\$2,000.00	\$2,050.00	
d) R2A – R5 Single	\$2,250.00	\$2,300.00	
e) R1 – R2 Single	\$2,500.00	\$2,550.00	
f) Agricultural – one dwelling unit	\$3,600.00	\$3,700.00	
Cash in lieu of parking, per space	\$4,000.00	\$4,000.00	
Ontario Land Tribunal (OLT)			
OLT Referral Fee (payable to the Township of Woolwich upon receipt of an appeal with respect to any application)	\$750.00	\$750.00	

DEVELOPMENT SERVICES

Rate Description	2023	2024	Notes
<p>OLT Appeals Deposit (where the applicant has not retained legal representation and/or requests the Township to provide our own representation by the Township's solicitor) (1) Where the Director determines upon reasonable grounds that legal costs for preparing and attending an OLT hearing will be encountered, the applicant shall deposit with the Township \$25,000 or \$10,000 depending on the extent of legal costs that the Director determines are likely to be encountered. (2) If legal costs incurred by the Township during the process of preparing for and attending an OLT hearing exceed the amount deposited Township, the applicant shall replenish the full amount of the deposit or such other reasonable amount as is determined by the Director. (3) If legal costs incurred by the Township during the process of preparing for and attending an OLT hearing are less than the amount deposited, the Township shall reimburse the unused portion.</p>			
Part Lot Control			
a) for the first lot to be created	\$1,250.00	\$1,275.00	
b) for each additional unit/lot created within the same block	\$425.00	\$425.00	
c) Part Lot Control Extension of By-law	\$425.00	\$425.00	
Easements			
a) Dedication of an Easement not part of a Plan of Subdivision Application	\$3,000.00	\$3,000.00	
b) Extension of an Easement not part of a Plan of Subdivision Application	\$2,000.00	\$2,000.00	
Cross Border Service Agreement: 6.0% of the total cost to install the services (not including Engineering and Contingency and HST) OR \$5,500.00 (whichever is greater) plus 100% of all associated fees incurred by the Township	see description	see description	
Mundil Cross Border Servicing Agreement			
a) Property Owner Agreement – no mortgage on title (master agreement preparation \$76.00, title search, preparation of property owner agreement, legal fees and registration)	\$475.00	\$475.00	
b) Property Owner Agreement - with mortgage on title (master agreement preparation \$76.00, title search, preparation of property owner agreement, legal fees and registration)	\$800.00	\$825.00	
Request to Declare Lands Surplus			
Administration fee for request to declare lands surplus PLUS 100% of all associated advertising, survey and legal costs	\$825.00	\$825.00	
Environmental Review / Record of Site in conjunction with a request to declare lands surplus PLUS 100% of all associated consultant costs	\$575.00	\$575.00	
Deposit with request to declare lands surplus (for associated advertising, appraisal, legal, survey costs)	\$2,500.00	\$2,500.00	
If associated costs during the processing of a request to declare lands surplus exceed the amount deposited with the Township, the applicant shall re-establish the full amount of the deposit or such other reasonable amount as is determined by the Director of Development Services.			
If associated costs incurred by the Township in the processing of a request to declare lands surplus are less than the amount deposited with the Township, the Township shall reimburse the unused portion of the deposit.			
NOTE: The above does not include the purchase price of the land			
Publications and Printing			
a) Plotter Prints			
i) Black and White 2 by 3'	\$60.00	\$60.00	
ii) Black and White 4 by 6'	\$60.00	\$60.00	
iii) Colour 2 by 3'	\$60.00	\$60.00	
iv) Colour 4 by 6'	\$85.00	\$85.00	
Other			
Minimum Distance Separation Calculation - per request	\$120.00	\$120.00	
Letter of Compliance	\$200.00	\$200.00	
Zoning Compliance / Certificate of occupancy re: zoning provision	\$250.00	\$250.00	
Zoning Compliance / Certificate of occupancy renewal (Agr)	\$100.00	\$100.00	
Minor amendment to Zoning Compliance / Certificate of Occupancy	\$50.00	\$50.00	
Zoning Compliance / Certificate of occupancy - Roadside Produce Stand		\$0.00	
Locating/Researching/Preparing Documents (e.g. request for information on a property for an environmental site assessment)	\$250.00	\$250.00	
Scanning of documents (per document)	\$100.00	\$100.00	
Registration Fee (recovery of Teraview fees when no other application processing fee is collected)	\$150.00	\$150.00	