



**Mike Mayes, Director  
Financial Services**

TOWN OF NEWMARKET  
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November 24, 2014

**JOINT DEVELOPMENT & INFRASTRUCTURE SERVICES – PLANNING & BUILDING  
SERVICES AND CORPORATE SERVICES REPORT – FINANCIAL SERVICES 2014-46**

TO: Mayor Tony Van Bynen and Members of Council  
Committee of the Whole

SUBJECT: 2015 User Fees and Charges – Planning Act Fees

ORIGIN: Director, Planning & Building Services and Director, Financial Services/Treasurer

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**RECOMMENDATIONS:**

**THAT Joint Development & Infrastructure Services – Planning & Building Services and Corporate Services Report – Financial Services 2014-46 dated November 24, 2014 regarding 2015 User Fees and Charges – Planning Act Fees be received and the following recommendations be adopted:**

- 1. THAT the attached Schedule “A”, being the Town of Newmarket 2015 Planning Application Fees Schedule, be approved and adopted by by-law;**
- 2. AND THAT the fee adjustments come into full force and effect as of January 1, 2015.**

**COMMENTS**

**Purpose**

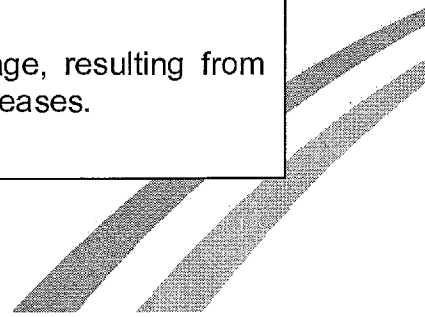
The purpose of this report is to recommend increases of 3% to the Planning Act Fees for 2015.

**Budget Impact**

The estimated impact of the proposed increases to the Planning Act Fees is \$11,000.

**Summary**

Fees and charges are being targeted to increase by 3% on average, resulting from general service cost increases including general wage and benefit increases.

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## **Background**

All rates and fees are reviewed annually and adjusted in accordance with the Annual Budget Review Process and application of the Service Pricing Policy.

## **Analysis & Options**

Based on the Servicing Pricing Policy, Planning fees are categorized as a Community Supported Good establishing a cost recovery target level of 90% for the majority of fees with the exception of Committee of Adjustment application fees. The targeted cost recovery for Committee of Adjustment application fees is 55%.

The attached Schedule "A" has been prepared to recognize a Planning Application fee increase of 3% resulting from general service cost increases including general wage and benefit increases.

## **BUSINESS PLAN AND STRATEGIC PLAN LINKAGES**

The adoption of the 2015 Fees and Charges bylaw, implementing adjustments to Planning Act regulated fees, is in alignment with the key focus area *Well-equipped & managed* of the Community Strategic Plan.

## **COMMUNITY CONSULTATION POLICY**

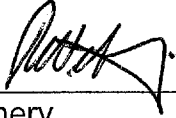
Although not required by the Planning Act, notice has been given through advertisement on the Town's website and the Town Page of the local newspaper for a three-week period in advance of the public meeting. The statutory public meeting, which will occur as part of the regular Committee of the Whole meeting, is scheduled on December 8, 2014.

## **BUDGET IMPACT (Current and Future)**

The additional revenue anticipated as a result of the increase in Planning Act Fees is \$11,000.

## **CONTACT**

For more information on this report, please contact Rick Nethery at 905-953-5300, ext. 2451 or [rnethery@newmarket.ca](mailto:rnethery@newmarket.ca).



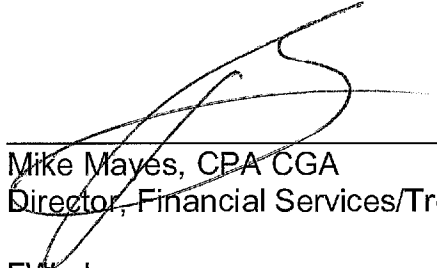
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Rick Nethery  
Director, Planning and Building Services



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Peter Noehammer  
Commissioner, DIS Services



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Mike Mayes, CPA CGA  
Director, Financial Services/Treasurer



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Anita Moore, AMCT  
Commissioner, Corporate Services

FW:nh  
Attachment

(1) Planning Department: 2015 User Fees – Schedule A (6 pgs.)

**TOWN OF NEWMARKET  
2015 USER FEES  
SCHEDULE A**

**Department: Planning**

**Effective Date:**

**January 1, 2015**

SERVICE PROVIDED	UNIT OF MEASURE	2014 FEE BEFORE TAX	2015 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
<b>Application Processing: Fees Prescribed under Section 69 of the Planning Act, R.S.O. 1990 for applications submitted after Sept. 15/2006.</b>						
Official Plan Amendment	each	\$ 21,384.72	\$ 22,026.26	\$ 2,863.41	\$ 24,889.67	3%
Zoning By-law Amendment	each	\$ 18,640.35	\$ 19,199.56	\$ 2,495.94	\$ 21,695.50	3%
Subdivision - Residential	Base fee	\$ 67,944.98	\$ 69,983.33	\$ 9,097.83	\$ 79,081.16	3%
	Plus per unit	\$ 175.90	\$ 181.18	\$ 23.55	\$ 204.73	3%
Subdivision - Commercial	Base fee	\$ 72,899.97	\$ 75,086.97	\$ 9,761.31	\$ 84,848.28	3%
	Plus per hectare	\$ 1,348.54	\$ 1,389.00	\$ 180.57	\$ 1,569.57	3%
Subdivision - Industrial	Base fee	\$ 74,922.86	\$ 77,170.55	\$ 10,032.17	\$ 87,202.72	3%
	Plus per hectare	\$ 337.14	\$ 347.25	\$ 45.14	\$ 392.39	3%
Subdivision - Institutional	Base fee	\$ 74,247.61	\$ 76,475.04	\$ 9,941.76	\$ 86,416.80	3%
	Plus per hectare	\$ 674.28	\$ 694.51	\$ 90.29	\$ 784.80	3%
Revision of Draft Plan Approval Requiring Circulation	each application	\$ 2,622.52	\$ 2,701.20	\$ 351.16	\$ 3,052.36	3%

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Revision to Conditions of Draft Approval	each application	\$ 2,622.52	\$ 2,701.20	\$ 351.16	\$ 3,052.36	3%
Extension of Draft Approval	each application	\$ 1,311.24	\$ 1,350.58	\$ 175.58	\$ 1,526.16	3%
Registration of each Phase of a Plan	each	\$ 1,311.24	\$ 1,350.58	\$ 175.58	\$ 1,526.16	3%
Site Plan - Residential	each	\$ 34,912.95	\$ 35,960.34	\$ 4,674.84	\$ 40,635.18	3%
	Plus per unit	\$ 175.90	\$ 181.18	\$ 23.55	\$ 204.73	3%
Site Plan - High Rise Office Commercial	Per 1,800 m <sup>2</sup> of gross floor area	\$ 11,424.47	\$ 11,767.20	\$ 1,529.74	\$ 13,296.94	3%
Site Plan - All Other	each	\$ 11,207.18	\$ 11,543.40	\$ 1,500.64	\$ 13,044.04	3%
Condominium - Residential	each	\$ 31,292.27	\$ 32,231.04	\$ 4,190.04	\$ 36,421.08	3%
	Plus per unit	\$ 175.90	\$ 181.18	\$ 23.55	\$ 204.73	3%
Condominium - All Other	each	\$ 7,852.04	\$ 8,087.60	\$ 1,051.39	\$ 9,138.99	3%
Removal of Holding (H)	each	\$ 3,474.24	\$ 3,578.47	\$ 465.20	\$ 4,043.67	3%
Part Lot Control	each	\$ 1,646.05	\$ 1,695.43	\$ 220.41	\$ 1,915.84	3%
Consent - Severance	each	\$ 5,851.57	\$ 6,027.12	\$ 783.53	\$ 6,810.65	3%

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Consent - Other	each	\$ 3,901.51	\$ 4,018.56	\$ 522.41	\$ 4,540.97	3%
Minor Variance	each	\$ 1,308.39	\$ 1,347.64	\$ 175.19	\$ 1,522.83	3%
Special Committee of Adjustment Meeting for Emergent Issues	each	\$ 898.43	\$ 925.38	\$ 120.30	\$ 1,045.68	3%
Sign or fence By-law variance - within the jurisdiction of staff	each	\$ 78.51	\$ 80.87	\$ 10.51	\$ 91.38	3%
Sign or fence By-law variance or appeal to the Variance Committee	each	\$ 463.75	\$ 477.66	\$ 62.10	\$ 539.76	3%
Telecommunications Tower	each	\$ 11,047.48	\$ 11,378.90	\$ 1,479.26	\$ 12,858.16	3%
Application Reactivation Fee	each	\$ 592.64	\$ 610.42	\$ 79.35	\$ 689.77	3%
	Plus Annual Increase					
Woodlot Preservation Application (By-Law 2007-71)	per tree	\$ 118.53	\$ 122.09	\$ 15.87	\$ 137.96	3%
Tree Preservation, Protection, Replacement and Enhancement Policy Compensation	Based on the "Guide for Plant Appraisal" 9 <sup>th</sup> (or latest) edition established by the International Society of Arboriculture.					
Request for Support Resolution (Feed-In-Tariff Program)	Per Application	150 \$	150.00 \$	-	\$ 150.00	0%
Peer Review and/or External Consulting Fees	Actual Cost					
Planning Administrative Fee	5% of consultant's fee					

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Referral of Plan to Ontario Municipal Board	each	\$ 125.00	\$ 125.00	\$ -	\$ 125.00	0%
Ontario Municipal Board Hearing Deposits	Ontario Municipal Board Hearing Deposits are due and payable upon the receipt of an appeal with respect to the application(s). The said deposit shall be paid by the applicant in a manner and amount to be determined by the Council of the Town of Newmarket. Fees incurred by the Municipality above and beyond the amount of the deposit required will be invoiced to and payable by the applicant. Should the fees incurred be less than the amount of the deposit required, the appropriate refund will be issued to the applicant.					
<b>Application Processing: Fees Prescribed under Section 69 of the Planning Act, R.S.O. 1990 for applications submitted prior to Sept. 15/2006.</b>						
<b>Draft Approval and Final Registration Coordination Fee (payable at time of draft approval)</b>						
Industrial Subdivisions		\$ 19,062.85	\$ 19,634.74	\$ 2,552.52	\$ 22,187.26	3%
Residential Subdivisions (more than 30 lots)		\$ 19,072.66	\$ 19,644.84	\$ 2,553.83	\$ 22,198.67	3%
All other Subdivisions		\$ 14,297.84	\$ 14,726.78	\$ 1,914.48	\$ 16,641.26	3%
<b>Coordination Fee for Engineering Drawing Submissions beyond 4<sup>th</sup> Submission (payable at time of 5<sup>th</sup> submission)</b>						
Industrial Subdivisions		\$ 4,672.96	\$ 4,813.15	\$ 625.71	\$ 5,438.86	3%
Residential Subdivisions (more than 30 lots)		\$ 4,672.96	\$ 4,813.15	\$ 625.71	\$ 5,438.86	3%
All other Subdivisions		\$ 2,336.47	\$ 2,406.56	\$ 312.85	\$ 2,719.41	3%

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<b>Miscellaneous Items</b>						
Photocopies	each	\$ 0.84	\$ 0.87	\$ 0.11	\$ 0.98	4%
Zoning By-law Amendment (copy)	each	\$ 3.15	\$ 3.24	\$ 0.42	\$ 3.66	3%
Street Maps (36" X 42")	each	\$ 14.83	\$ 15.27	\$ 1.99	\$ 17.26	3%
Full Size Drawings (Copies)	each	\$ 14.83	\$ 15.27	\$ 1.99	\$ 17.26	3%
Zoning Maps	each	\$ 6.19	\$ 6.38	\$ 0.83	\$ 7.21	3%
Developments Pending Map	each	\$ 14.83	\$ 15.27	\$ 1.99	\$ 17.26	3%
Lot Map	each	\$ 14.83	\$ 15.27	\$ 1.99	\$ 17.26	3%
OPA	each	\$ 7.46	\$ 7.68	\$ 1.00	\$ 8.68	3%



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Yonge Street Study	each	\$ 21.09	\$ 21.72	\$ 2.82	\$ 24.54	3%
Newmarket Official Plan 2006-2026 (Approved Version)	each	\$ 50.71	\$ 52.23	\$ 6.79	\$ 59.02	3%
Bylaw 1979 - 50	each	\$ 51.97	\$ 53.53	\$ 6.96	\$ 60.49	3%
Zoning Bylaw 2010-40	each	\$ 64.12	\$ 66.04	\$ 8.59	\$ 74.63	3%
Street Number Maps (set)	each	\$ 74.27	\$ 76.50	\$ 9.95	\$ 86.45	3%
Zoning Confirmation Letter	each	\$ 79.98	\$ 82.38	\$ 10.71	\$ 93.09	3%
Zoning Compliance Letters	each	\$ 135.73	\$ 139.80	\$ 18.17	\$ 157.97	3%
Newmarket Historic Downtown Community Improvement Plan (CIP)	each	\$ 12.38	\$ 12.75	\$ 1.66	\$ 14.41	3%
CIP Design Guidelines	each	\$ 6.19	\$ 6.38	\$ 0.83	\$ 7.21	3%
Oak Ridges Moraine (OPA)	each	\$ 43.32	\$ 44.62	\$ 5.80	\$ 50.42	3%
Oak Ridges Moraine (Zoning Bylaw)	each	\$ 6.19	\$ 6.38	\$ 0.83	\$ 7.21	3%
Owner Request for Change of Address	each	\$ 150.00	\$ 154.50	\$ 20.09	\$ 174.59	3%